



16 November 2022

### **NOTICE OF ORDINARY COUNCIL MEETING**

Your attendance is respectfully requested at the Ordinary Meeting of Cabonne Council convened for **Tuesday 22 November, 2022** commencing at **2:00PM**, at the Cabonne Council Chambers, Bank Street, Molong to consider the undermentioned business.

Yours faithfully

BJ Byrnes  
**GENERAL MANAGER**

### **ORDER OF BUSINESS**

- 1) Open Ordinary Meeting
- 2) Consideration of Mayoral Minute
- 3) Consideration of General Manager's Report
- 4) Resolve into Committee of the Whole
  - a) Consideration of Called Items
  - b) Consideration of Closed Items
- 5) Adoption of Committee of the Whole Report

Please be advised that this Council meeting is being recorded and live streamed. By speaking at this meeting, you agree to being recorded and live streamed. Please ensure that if and when you speak you are respectful to others and use appropriate language at all times. Cabonne Council accepts no liability for any defamatory or offensive remarks or gestures made during the course of this meeting. The recording of this meeting will be made publicly available on Council's website.

## **ATTENDEES – NOVEMBER 2022 COUNCIL MEETING**

2:00PM

Philip Donato MP – Member for Orange





### **COUNCIL'S MISSION**

*“To be a progressive and innovative Council which maintains relevance through local governance to its community and diverse rural area by facilitating the provision of services to satisfy identified current and future needs.”*

### **COUNCIL'S VISION**

*Cabonne Council is committed to providing sustainable local government to our rural communities through consultation and sound financial management which will ensure equitable resource allocation.*

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**CONFIDENTIAL ITEMS**

*Clause 240(4) of the Local Government (General) Regulation 2005 requires Council to refer any business to be considered when the meeting is closed to the public in the Ordinary Business Paper prepared for the same meeting. Council will discuss the following items under the terms of the Local Government Act 1993 Section 10A(2), as follows:*

**ITEM 1 CARRYING OF COUNCIL RESOLUTION INTO CLOSED COMMITTEE OF THE WHOLE**

*Procedural*

**ITEM 2 ENDORSEMENT OF PROCEEDINGS OF CONFIDENTIAL MATTERS CONSIDERED AT COMMITTEE OF THE WHOLE MEETING**

*Procedural*

**ITEM 3 SMALL MARKET ELECTRICITY SITES CONTRACT**

*(d) (iii) commercial information of a confidential nature that would, if disclosed, reveal a trade secret (Contract is commercial in confidence.)*

**ITEM 4 UNRECOVERABLE DEBTORS**

*(a) personnel matters concerning particular individuals (other than councillors)*

**ITEM 5 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MEETING MINUTES**

*Procedural*

**ANNEXURE ITEMS**

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## **ITEM 1 - APPLICATIONS FOR LEAVE OF ABSENCE**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	To allow tendering of apologies for councillors not present.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\GOVERNANCE\\COUNCIL MEETINGS\\COUNCIL - COUNCILLORS LEAVE OF ABSENCE - 1456003

### **RECOMMENDATION**

THAT any apologies tendered be accepted and the necessary leave of absence be granted.

## **GENERAL MANAGER'S REPORT**

A call for apologies is to be made.

## **ITEM 2 - DECLARATIONS OF INTEREST**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	To allow an opportunity for Councillors to declare an interest in any items to be determined at this meeting.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\GOVERNANCE\\COUNCIL MEETINGS\\COUNCIL - COUNCILLORS AND STAFF DECLARATION OF INTEREST - 2022 - 1456004

### **RECOMMENDATION**

THAT the Declarations of Interest be noted.

**DEPARTMENT LEADER - GOVERNANCE & CORPORATE PERFORMANCE'S REPORT**

A call for Declarations of Interest.

**ITEM 3 - DECLARATIONS FOR POLITICAL DONATIONS**

**REPORT IN BRIEF**

<b>Reason For Report</b>	To allow an opportunity for councillors to declare any political donations received.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - COUNCILLORS DECLARATION OF POLITICAL DONATIONS - 1456005

**RECOMMENDATION**

THAT any political donations be noted.

**GENERAL MANAGER'S REPORT**

A call for declarations of any political donations.

**ITEM 4 - MAYORAL MINUTE - APPOINTMENTS**

**REPORT IN BRIEF**

<b>Reason For Report</b>	To allow noting of the Mayoral appointments plus other Councillors' activities reports.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\MAYORAL MINUTES - 1456006

**RECOMMENDATION**

THAT the information contained in the Mayoral Minute be noted.

**GENERAL MANAGER'S REPORT**

A call for the Mayoral appointments and attendances as well as other Councillors' activities reports to be tabled/read out.

**ITEM 5 - COMMITTEE OF THE WHOLE**

**REPORT IN BRIEF**

<b>Reason For Report</b>	Enabling reports to be considered in Committee of the Whole to be called.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\GROUPING OF REPORT ADOPTION and BUSINESS PAPER ITEMS FOR NOTING REPORTS - 1456007

**RECOMMENDATION**

THAT Councillors call any items that they wish to be debated in Committee of the Whole.

**GENERAL MANAGER'S REPORT**

Council's Code of Meeting Practice allows for the Council to resolve itself into "committee of the whole" to avoid the necessity of limiting the number and duration of speeches as required by Clause 250 of the Local Government (General) Regulation 2005.

This item enables councillors to call any item they wish to be debated in "committee of the whole" at the conclusion of normal business.

The debate process during a 'normal' Council meeting limits the number and duration of speeches as required by Clause 250 of the Local Government (General) Regulation 2005.

Items should only be called at this time if it is expected that discussion beyond the normal debate process is likely to be needed.

## **ITEM 6 - GROUPING OF REPORT ADOPTION**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	Enabling procedural reports to be adopted.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	4.5.1.a - Provide quality administrative support and governance to councillors and residents.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\GROUPING OF REPORT ADOPTION and BUSINESS PAPER ITEMS FOR NOTING REPORTS - 1456008

### **RECOMMENDATION**

THAT:

1. Councillors call any items they wish to further consider.
2. Items 7 and 8 be moved and seconded.

## **GENERAL MANAGER REPORT**

Items 7 and 8 are considered to be of a procedural nature and it is proposed that they be moved and seconded as a group. Should any Councillor wish to amend or debate any of these items they should do so at this stage with the remainder of the items being moved and seconded.

## **ITEM 7 - CONFIRMATION OF THE MINUTES**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	Adoption of minutes.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	1. October 27 2022 Ordinary Council Meeting Minutes <a href="#">1</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - MINUTES - 2022 - 1456249



**RECOMMENDATION**

THAT the minutes of the Ordinary Council meeting held on 27 October 2022 be adopted.

**GENERAL MANAGER'S REPORT**

The following minutes are attached for adoption:

1. Minutes of the Ordinary Council meeting held on 27 October 2022.

**ITEM 8 - CONSIDERATION OF COUNCIL'S MEETING SCHEDULE FOR DECEMBER 2022 AND JANUARY 2023**

**REPORT IN BRIEF**

<b>Reason For Report</b>	To discuss scheduling options relating to the December 2022 and January 2023 council meetings.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil
<b>File Number</b>	\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\PROCEDURES - 1452882

**RECOMMENDATION**

THAT Council:

1. Hold its ordinary meeting for December 2022 on Tuesday 13 December 2022;
2. Not conduct an ordinary meeting in January 2023; and
3. Hold an extraordinary meeting in either January or February 2023 if necessary.

**GENERAL MANAGER'S REPORT**

Council's December meeting falls on 27 December 2022. In order to process any outcomes of the meeting prior to the Christmas break, it is proposed that the December meeting be brought forward to the scheduled workshop day of Tuesday 13 December.

In addition, Council has traditionally considered the conduct of a meeting during January not necessary, due to the limited business to be transacted and the availability of councillors and staff in this period. Should any urgent matter arise during January which requires consideration at a Council meeting, this can be done by arranging for an extraordinary meeting to be called.

As the council public forum and workshops would be scheduled for Tuesday 13 December 2022 as well, Council may need to give consideration as to what time to hold these before the 2pm Council meeting.

## **ITEM 9 - REVISED LONG TERM FINANCIAL PLAN**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	For council endorsement of revised LTFP for public exhibition.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	4.5.4.c - Develop long term financial plan
<b>Annexures</b>	1. Cabonne Long Term Financial Plan (revised) <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\CORPORATE MANAGEMENT\\PLANNING\\INTEGRATED PLANNING AND REPORTING 2021-2022 - 1456886

### **RECOMMENDATION**

THAT Council endorse the draft revised Long Term Financial Plan 2022-2032, and that it be placed on public exhibition for 28 days.

## **GENERAL MANAGER'S REPORT**

Council as part of its last round of Integrated Planning and Reporting reviewed the Long Term Financial Plan (LTFP).

Council, at its October meeting considered a report in relation to the proposed Mid-Scale Solar Plant and resolved as follows:

*THAT:*

- 1. Council borrow the required funding from an appropriate lending institution for up to the reported amount to finance the Mid-Scale Solar project, excluding the battery energy storage system component.*

Council has commenced negotiations around loan funding with NSW TCorp for the Mid-Scale Solar project. Under TCorp's guidelines, for the project to be

considered it is required that its financial impacts be a scenario in Council's LTFP. The draft LTFP attached has been revised with the only change being an explicit scenario that models the long-term financial impacts of the proposed Mid-Scale Solar project if it were to proceed.

Under the IP&R guidelines issued by Office of Local Government a revision of the LTFP is required to go out on public display seeking submissions. No other material changes have been made to the LTFP that was originally adopted in May 2022.

## **ITEM 10 - ANNUAL FINANCIAL STATEMENTS**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	To seek authorisation for the signing of the Councillor Statements for the General Purpose and Special Purpose Financial Statements.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.1.2.1a - Complete Council's annual financial statements within statutory timeframes.
<b>Annexures</b>	1. GPFS Signing Page <a href="#">↓</a> 2. SPFS Signing Page <a href="#">↓</a> 3. Draft General Purpose Financial Statements-2022 <a href="#">↓</a> 4. Draft Special Purpose Financial Statements-2022 <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\FINANCIAL REPORTING\FINANCIAL REPORTS TO COUNCIL - 1454951

### **RECOMMENDATION**

THAT:

1. The Mayor, Deputy Mayor, General Manager and Deputy General Manager Services sign the Statement by councillors and management pursuant to section 413(2) of the Local Government Act for both the General Purpose and Special Purpose Financial Statements.
2. Council refers the General-Purpose Financial Statements and Special Purpose Financial Statements to the Audit Office NSW for audit.

### **DEPARTMENT LEADER - FINANCE'S REPORT**

Under Section 413 of the Local Government Act 1993, council must prepare financial reports for each year and must refer them for audit as soon as

practicable after the end of that year. Section 416(1) sets a maximum time limit of 4 months after the end of the year for the audit to be conducted.

The Auditor Office NSW have undertaken their preliminary audit of Cabonne Council's accounts for the year ended 30 June 2022 during the week beginning of 30 October 2022.

Attached is the preliminary Income Statement and Balance Sheet for Council showing a Net Operating result of \$5,119 million. This figure may change as a result of the final audit. Once the audit is finalised, a full and comprehensive report will be presented to council by the auditor, and council will have the opportunity to question any element of the audit process.

As per section 413 (2) of the NSW Local Government Act 1993, a council's financial reports must include:

- a) A general-purpose financial report;
- b) Any other matter prescribed by the regulations;
- c) A statement in the approved form by the council as to its opinion on the general-purpose financial report.

The signing of the Statement by councillors and management on the approved form, for both the General Purpose and Special Purpose Financial Statements must be completed to enable the audit report to be finalised. This form is required to be signed by the Mayor, at least one other councillor, the General Manager, and the Responsible Accounting Officer. Historically, the Deputy Mayor has signed as the second member of council.

## **ITEM 11 - 2021/2022 ANNUAL REPORT**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	For Council to endorse the 2021/2022 Annual Report
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	4.5.1.g - Annual Report prepared
<b>Annexures</b>	1. 2021/22 Annual Report <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\CORPORATE MANAGEMENT\REPORTING\ANNUAL REPORT - CABONNE COUNCIL - 1457574

### **RECOMMENDATION**

THAT Council endorse the 2021/2022 Annual Report, make it available to the public on Council's website, and notify the Minister of Local Government of its availability.

**DEPARTMENT LEADER - GOVERNANCE & CORPORATE PERFORMANCE'S REPORT**

The 2021/2022 Annual Report has been prepared in accordance with Section 428 of the Local Government Act (the Act) and Clause 217 of the Local Government (General) Regulation 2005.

As per the Act, the Annual Report must contain the following:

- Delivery Program Reporting
- Statutory Information
- Financial Statements (audited)

Due to unforeseen circumstances, Council was required to submit an extension request for lodgment of the 2021/2022 Annual Financial Statements to the Office of Local Government (OLG). The extension request was supported by Council's auditors, Intentus and was submitted on the 25 July 2022.

The request was seeking the following:

1. The 2021/2022 Financial Statements to be made available to the external auditors – Intentus by 1 November 2022;
2. The external audit to be finalised by 30 November 2022; and
3. The audited financial statements presented to Council at its ordinary meeting to be held on 13 December 2022.

The extension request was granted by the OLG on 7 September 2022.

Following the presentation of the audited 2021/2022 Annual Financial Statements to Council in December they will be uploaded to Council's website and the Minister for Local Government will be notified.

A copy of the Annual Report is annexed for the information of the Council.

**ITEM 12 - LOCAL GOVERNMENT REMUNERATION TRIBUNAL - REVIEW FOR THE 2023 ANNUAL DETERMINATION**

**REPORT IN BRIEF**

<b>Reason For Report</b>	For Council to consider whether it wishes to make a submission
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	4.5.1.b - Maintain strong relationships and liaise effectively with all relevant Government agencies and other councils
<b>Annexures</b>	1. 2022 Annual LGRT Determination <a href="#">↓</a>

<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNMENT RELATIONS\LOCAL AND REGIONAL LIAISON\LOCAL GOVERNMENT REMUNERATION TRIBUNAL - 1457542
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## **RECOMMENDATION**

THAT Council determine whether it wishes to make a submission and, if so, put forward suggestions for what the point(s) of the submission should be.

## **DEPARTMENT LEADER - GOVERNANCE & CORPORATE PERFORMANCE'S REPORT**

The Local Government Remuneration Tribunal has commenced its review for the 2023 annual determination.

Pursuant to s.241 of the Local Government Act 1993 (LG Act), the Tribunal is required to make an annual determination, by no later than 1 May 2023, on the fees payable to Councillors and Mayors to take effect from 1 July 2023.

### Fees

The Tribunal will review the minimum and maximum fee levels for each category.

In accordance with section 242A of the LG Act the Tribunal is required to apply the Government's public sector wages policy to the determination of ranges of fees for Councillors and Mayors.

### Categorisation

In accordance with the LG Act, the Tribunal will undertake a review of the categories, as part of the 2023 review. Section 239 of the LG Act requires the Tribunal to determine the category of councils and mayoral offices at least once every three years.

The Tribunal last undertook a review of the categories and the allocation of councils into each of these categories in 2020. The criteria for each of the categories is outlined in the annexure to this report.

Each of the 128 councils is allocated into one of the following eleven categories:

#### **Metropolitan**

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

#### **Non-Metropolitan**

- Major Regional City
- Major Strategic Area
- Regional Strategic Area
- Regional Centre
- Regional Rural
- Rural

**Submissions**

The Tribunal invites submissions from individual councils in respect to categorisation, fees and any general matters as part of this review. It is expected that submissions are endorsed by their respective council.

Any submission that Council may wish to make should be received no later than **16 December 2022**.

The 2022 determination recognised that some councils may have a strong case for recategorisation this year and possible determination of new categories. To this end the Tribunal and Assessors may benefit from visits to meet regional organisations of councils and direct opportunities for input from Mayors and General Managers. Decisions in this regard will be made following receipt of formal submissions.

As part of the annual review the Tribunal will seek to meet with Local Government NSW, as it does each year, to receive a sector wide view for local government in NSW.

**ITEM 13 - POLICY REGISTER - REVIEW**

**REPORT IN BRIEF**

<b>Reason For Report</b>	For the council to endorse the suggested changes in policy classification for several council policies
<b>Policy Implications</b>	Yes - Policy database will be updated
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.1.1e - Monitor and review Council's policies.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\CORPORATE MANAGEMENT\\POLICY\\POLICY CORRESPONDENCE - 1448882

**RECOMMENDATION**

THAT council:

1. Endorse the policies listed in the report as being classified as operational in nature and therefore not requiring adoption of Council; and
2. Note that the listed policies will be reviewed and endorsed by the Executive Leadership Team.

**DEPARTMENT LEADER - GOVERNANCE & CORPORATE PERFORMANCE'S REPORT**

In Council's Governance and Risk Audit undertaken by National Audits Group in 2019 it was recommended that a review of the existing policies be undertaken to identify any unnecessary policies, or policies which may be better suited as being classified as internal procedural documents. This action has been ongoing and is being incorporated as part of the requirement for Council to review and re-adopt all of its policies (except those adopted since the last election) within 12 months of being elected.

Following a review of the policy register in consultation with the Executive Leadership Team, a number of policies were identified that are considered operational in nature and should therefore be reviewed as an operational policy or an operational procedure. These policies are listed below:

Policy Title	Policy Owner	Reason for Recommendation
Pensioners' Rates Policy	DL - Finance	Recommend being operational as it defines the maximum amount Council will write off of pensioners' rates.
Anzac Day Commemorations Policy	DL – Governance & Corporate Performance	Recommend being an operational procedure as it relates to the guidelines and protocols that council staff must adhere to in relation to arranging Anzac Day Commemorations.
Australia Day Policy	DL – Governance & Corporate Performance	Recommend being an operational procedure as it relates to the guidelines and protocols that council staff must adhere to in relation to arranging Australia Day events.
Councillor Induction & Professional Development Policy	DL – Governance & Corporate Performance	Recommended to become operational as it defines how legislation will be implemented at an operational level.
Cashiers Discrepancy Policy	DL - Finance	Recommend being operational as it is related to the operational process to be followed in the handling of cash payments
Investment Policy	DL - Finance	Recommend being operational as it relates to the corporate services provided.
Manildra Recreation Ground – Electricity Charges Policy	DL - Finance	Recommend being operational as it relates to the corporate services administered by council.
Private Works Policy	DL - Finance	Recommend being operational as it relates to how council applies its fees and charges.



Restriction, Disconnection and Debts Recovery for User Pays Water Accounts Policy	DL - Finance	Recommend being operational as it relates to how council applies its fees and charges.
Source of Finance Policy	DL - Finance	Recommend being operational as it refers to the process council staff should follow when identifying budget allocations that seek new expenditure or reserve allocations through council meeting reports.
Disposal of Minor Assets Policy	DL – Transport Infrastructure	Recommend being operational as it relates to the guidelines and protocols that council staff must adhere to in relation to the disposal of minor assets.
Local Road Naming Policy	DL – Transport Infrastructure	Recommend being operational as it relates to the implementation of legislative requirements.

**Next Steps**

1. The listed policies will still require review by the relevant policy owner and will become an Operational Policy or an Operational Procedure.
2. As the reviews take place reports will be presented to the Executive Leadership Team for endorsement of the policies.
3. Council's Policy Register will be updated to reflect changes.

**ITEM 14 - POLICY REGISTER - REVIEW BY COUNCIL WITHIN 12 MONTHS OF ELECTION**

**REPORT IN BRIEF**

<b>Reason For Report</b>	For Council to consider local policies previously adopted and consider proposed update, deletion and/or merger
<b>Policy Implications</b>	Yes - Policy database will be updated
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.1.1e - Monitor and review Council's policies.
<b>Annexures</b>	1. DRAFT - Code of Meeting Practice Strategic Policy <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\CORPORATE MANAGEMENT\POLICY\POLICY CORRESPONDENCE - 1452936

**RECOMMENDATION**

THAT:

1. The policies listed in the report detailed "to be revoked" be archived,
2. The policies listed in the report detailed "minor changes" be re-adopted, and
3. The annexed draft Code of Meeting Practice Policy (recommended changes detailed in the report) be adopted.

**DEPARTMENT LEADER - GOVERNANCE & CORPORATE  
PERFORMANCE'S REPORT**

Further to a report to the council meeting on 27 September 2022, the following policies have been reviewed and have a recommendation that they be revoked and archived or re-adopted.

**POLICIES TO BE RE-ADOPTED WITH THE LISTED CHANGES**

<b>Owner</b>	<b>Policy</b>	<b>Changes Made</b>
Dept Leader – Governance & Corporate Performance	Code of Meeting Practice Policy	Updated to reflected amendments to the model code of meeting practice, implementation of committees of council and changes to council's organisational structure.  Attendance by Councillors at Meetings by Audio-Visual Link Procedure has been superseded by update to this policy.  Transferred to new strategic policy template.

**POLICIES TO BE RE-ADOPTED WITH MINOR CHANGES  
(Template, Typographical, Grammatical or Discrepancies in Position  
Titles etc.)**

<b>Owner</b>	<b>Policy</b>	<b>Details of changes made</b>
Dept Leader – Community Services	Community Transport – Working with Clients Who Have Exited the	Transferred to new policy template and position title changes to reflect organisational structure change. Minor wording changes to reflect current terminology and language is used.

	Criminal Justice System Policy	
Dept Leader – Community Services	Central West Libraries Related Policy	Transferred to new policy template and position title changes to reflect organisational structure change. Reference is made to external policies, instead of duplication within this policy.
Dept Leader – Community Services	Community Services Visitors Scheme Policy	Transferred to new policy template and position title changes to reflect organisational structure change.
Dept Leader – Community Services	Cabonne After School Care Service Policy	Transferred to new policy template and position title changes to reflect organisational structure change. Policy has been reviewed to reference procedures instead of including them as content.
Dept Leader - Urban Services	Sports Trust Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Governance & Corporate Performance	Petition Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Governance & Corporate Performance	Roads or Footpaths Incident Apology Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Deputy General Manager - Infrastructure	Alcohol Control in Public Places Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Transport Infrastructure	Asbestos Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Deputy General Manager - Infrastructure	Bush Fire Brigades – Amalgamation Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Environmental Services	Cabonne Cemeteries Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Community Services	Cabonne Council CHSP Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Deputy General Manager - Infrastructure	Environmental Policy Statement	Transferred to new policy template and position title changes to reflect organisational restructure.

Dept Leader – Urban Infrastructure	Cabonne Water Supply Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader - Finance	Caravan Park Fees for Pensioners Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Deputy General Manager - Infrastructure	Clear Zone Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Governance & Corporate Performance	Code of Conduct Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Governance & Corporate Performance	Customer Service Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Governance & Corporate Performance	Limits on Service & Communication Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Urban Infrastructure	Drinking Water Quality Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Environmental Services	Columbarium – Use of Fees Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Deputy General Manager - Infrastructure	Local Traffic Committee Meetings Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Governance & Corporate Performance	Privacy Management Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Governance & Corporate Performance	Public Interest Disclosures (Internal Reporting) Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Governance & Corporate Performance	Records and Information Management Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader – Environmental Services	Council Landfill Sites – Access Policy	Transferred to new policy template and position title changes to reflect organisational restructure.

Dept Leader – Transport Infrastructure	Tree Management Policy	Transferred to new policy template and position title changes to reflect organisational restructure.
Dept Leader - Finance	Debt Recovery Policy	Transferred to new policy template.
Dept Leader – Governance & Corporate Performance	Youth Ambassador Policy	Transferred to new policy template and position title changes to reflect organisational restructure.

### **POLICIES TO BE REVOKED**

<b>Owner</b>	<b>Policy</b>	<b>Recommendation</b>
Dept Leader – Community & Economy	Regional Neighbouring Councils Cooperation Policy	Recommend this policy be revoked and archived as it has been superseded by Council agreement through Central West Joint Organisation of Councils.

### **ITEM 15 - CABONNE SCHOOLS PRESENTATION DAY**

#### **REPORT IN BRIEF**

<b>Reason For Report</b>	Council has been invited to donate a prize to each school presentation day in Cabonne
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	To be funded from existing s.356 budget allocation
<b>IPR Linkage</b>	4.4.1.c - Provide assistance to community groups
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\COMMUNITY RELATIONS\\SPONSORSHIP - DONATIONS\\SPONSORSHIP - DONATIONS - 2022 - 1458128

#### **RECOMMENDATION**

THAT Council:

1. Sponsor a \$50 prize to each primary and secondary school in Cabonne; and
2. Authorise Councillors to attend school presentations if invited.

### **DEPUTY GENERAL MANAGER - CABONNE SERVICES REPORT**

Council traditionally makes a donation to each school in Cabonne to sponsor a prize for their Annual Presentation event. This has been very well received by

each school and is a good way of recognising students that have made outstanding achievements in the area of citizenship.

There are 19 schools within Cabonne with two of these, Yeoval and Molong, having students in both primary and secondary school. If prizes were to be awarded to both the primary and secondary schools on these sites there would be a total of 21 prizes to be awarded at \$50 each, this being a total of \$1,050.

Council usually provides a certificate for presentation with the prizes and the schools will often invite their local councillor to make the presentation. Each school will be asked to purchase their prizes from local businesses where possible.

Should council wish to make this donation there remains \$8,618.46 in the s.356 budget for donations this financial year.

## **ITEM 16 - COMMUNITY ASSISTANCE PROGRAM 2022-23**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	To consider project for funding under Council's 2022-23 Community Assistance Program
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Possible \$591 expenditure from \$68,420.52 (excluding overheads) allocated in Council's Budget for the 2022-23 Community Assistance Program
<b>IPR Linkage</b>	4.1.3.2b - Support local events, culture, and festivals and promote local villages - including through the provision of sponsorship opportunities and seeking grant funding.
<b>Annexures</b>	1. Application - Orange Community Broadcasters Ltd <a href="#">↓</a> 2. Email responses <a href="#">↓</a> 3. Blayney Community Financial Assistance Program - 21-22 Round 2 <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\COMMUNITY ASSISTANCE PROGRAM 2022-2023 - 1458396

### **RECOMMENDATION**

THAT council approve application 6 from the Orange Community Broadcasters Ltd.

## **LEADER - COMMUNITY AND ECONOMY'S REPORT**

Council allocated \$68,420.52 in its current budget for the 2022-23 Community Assistance Program (CAP). Not-for-profit community groups were invited to apply for community-related projects on non-commercial facilities which provide ongoing or sustainable benefits to Cabonne communities.

Grants are allocated on a 50:50 basis, but communities can provide their half of the funding through voluntary labour or in-kind contributions.

Council received 10 applications for projects totaling \$86,902.22. The total of these projects exceeds the budget allocation which indicates that this program is significantly oversubscribed.

At the October meeting, Council requested that application 6 from the Orange Community Broadcasters Ltd, be deferred until the following meeting in November; to request further information from the applicant. This was due to concerns regarding the involvement the Orange Community Broadcasters Ltd had with the Cabonne community and their current status of insurance.

### **Application 6**

- The Orange Community Broadcasters Ltd. is structured as an Australian Public Company, Limited by Guarantee. This type of structure is afforded 'not-for-profit' status by the Australian Tax Office. Due to this, the application is considered eligible.
- This application applied for \$5,721.00 to pay for Public Liability Insurance and to relocate the antenna and transmitter to the BAI site on Mt Canobolas. For the infrastructure component of this project to proceed, it relies solely on an application of \$65,000 to be successful through the Community Broadcasters Foundation, which is not due to be announced until November 2022. Therefore, it is recommended that \$591 be granted as a contribution to Public Liability Insurance. This matches the funding being sought through Blayney and Orange Councils, and would cover one third of the cost of Public Liability Insurance.

Following the October Council meeting, Council's Leader of Community & Economy and Grants Coordinator contacted the applicant, to request further information.

The Orange Community Broadcasters Ltd have since provided:

1. Responses to all questions asked.
2. Evidence of their current Public Liability Insurance.
3. Evidence of successful funding through Blayney Shire Council, which is subject to receiving matched funding from Orange City and Cabonne Councils.

The responses that the Orange Community Broadcasters Ltd have provided are as follows:

***Could you please outline your current listenership across the Cabonne LGA? We note that in your application you referred to the number of listeners in the Orange/Bathurst region, but nothing specific to the Cabonne LGA.***

The information about listenership is provided by the Community Broadcasting Association of Australia (CBAA) and it is not possible to analyse it any further than the 'Orange/Bathurst region'. We often give away signed books from authors that we interview and these are frequently claimed by listeners in Cabonne.

Orange 360 is one of our supporters and we promote events throughout Cabonne that are promoted by Orange 360 like the Orange Wine Festival.

We have been covering the issue of Orange City Council's proposed mountain bike trails and have interviewed several people on this topic including the ECCO organisation and Dr. Andrew Rawson. We have attended a meeting of the Gaanha Bula Action Group so that we understand the issues and can comment responsibly.

We interview local musicians and play their music including Robbie Mortimer, James Keith and Nerida Cuddy.

We promote events publicised by Arts OutWest throughout the Central West and can be heard beyond our licence area of Blayney, Cabonne and Orange.

We have members and presenters who live in the Cabonne LGA.

We used to receive regular emails from Cabonne Council to promote on air but for some reason we don't seem to be on the Council's radar at the moment and would love to be on Council's media list to receive emails. We receive daily news from Orange City Council and monthly newsletters and media releases from Blayney Shire Council and would love to reinstate this service with Cabonne Council.

***As this is a Cabonne Community Assistance Program, what support and involvement you currently have with Cabonne communities?***

We receive media releases from many community organisations within Cabonne and promote their events on air, including the Molong Markets, Eugowra Show, the Molong Working Dog Trials, Australian National Field Days and Canowindra Balloon Festival and have covered local fund raising events like the Tormaline Park event and interview SES managers about emergencies in the Cabonne LGA. We also interview members of community organisations on air and have interviewed Councillor Libby Oldham in the studio about the Cabonne Acquisitive Art prize. We frequently interview Pinnacle Dragon



Boats about their events on Lake Canobolas to encourage people to come and try.

We have presenters who work at Cadia and we receive funding from Cadia related to the volunteer work of their employees with FM107.5. We have also received grants in the past from Cadia and have an application with them at present also to assist with the cost of our move on Mount Canobolas.

I am the Treasurer of Arts OutWest and publicise art and music events in Cabonne on air. We have received a grant from Charles Sturt University to help us to host outside broadcasts throughout our broadcast area to encourage young musicians and artists.

***Given part of your funding request was for Public Liability Insurance, how are you currently funding this, and do you hold current Public Liability Insurance?***

We hold \$20 million Public Liability Insurance funded from our reserves. Blayney Shire Council's community funding programs include a program to pay the Public Liability Insurance for local organisations. In considering our application, Blayney Shire has approved a grant of one third of the cost of our Public Liability insurance on the condition that Cabonne and Orange City Councils also approve 1/3 each. I have attached the approval letter from Blayney Shire Council and the invoice. We will be applying to Orange City Council for the final 1/3 of the cost.

**Finally, we note that your funding request was subject to receiving grant funding from the Community Broadcasting Foundation. Do you have an update on your application?**

We will receive an email from the Community Broadcasting Foundation (CBF) in the last week in November to let us know whether or not our funding application to move the transmission equipment on Mount Canobolas has been successful. If it is not successful FM107.5 will have to cease to broadcast after 30 years of community broadcasting providing a service to the communities of Blayney, Cabonne and Orange.

## **ITEM 17 - INFRASTRUCTURE BETTERMENT PROGRAM**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	Provide an update to Council on funding opportunity for roads funding to assist in improving flood affected infrastructure under the Infrastructure Betterment Fund.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Potential increase in funding of restoration projects for damaged infrastructure.
<b>IPR Linkage</b>	2.2.1.3b - Lobby for improved road transport opportunities within the Cabonne region.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\ROADS and BRIDGES\\LIAISON\\ASSOCIATIONS - 1458682

### **RECOMMENDATION**

THAT Council:

1. Note the list of projects for funding sought under the Infrastructure Betterment Fund, and
2. Authorise the Mayor to write to the Minister of Regional New South Wales supporting the program and advocate for Cabonne Council's Infrastructure Betterment proposal.

### **DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S REPORT**

Council received notification in October of the availability of funding under the Infrastructure Betterment Fund.

The Infrastructure Betterment Fund provides \$200M across New South Wales Councils to support the repair and rebuilding of public assets directly damaged

due to declared natural disasters in February/March 2021, and February/March 2022.

Typically, the disaster declaration of a local government area triggers funding for local councils and State agencies from the Disaster Recovery Funding Arrangements for asset reconstruction to its pre-disaster condition.

This program is recognition from all levels of government that in some cases reconstruction to pre-disaster condition is not the best option. The program will fund the betterment activities, separate to the asset reconstruction funding.

The program is joint funded by the Australian Federal Government and the New South Wales State Government, and is administered through the Department of Regional NSW.

Council staff have collated a list of sites that are frequently damaged during natural disasters, and that will require significant funding to address.

	<b>Road/ Location</b>	<b>Estimated Cost</b>	<b>Issue</b>	<b>Betterment</b>
1	Coffee Hill creek (Cargo Road)	\$2,700,000	Ongoing washout of road/culvert due to ongoing rainfall events - which is causing batter drainage to fail	Widening of road, and table drains to allow improved subsoil drainage
2	Cargo Road (near Montoro Wines)	\$1,600,000	Ongoing washout of road/culvert due to ongoing rainfall events - which is causing batter drainage to fail	Reconstruct with deeper road pavement and widen road for improved drainage
3	Nyrang Creek Bridge	\$1,000,000	Bridge collapsed in November 2021 due to choke point at creek, which resulted in washout of abutment due to flooding	New bridge span required to improve hydraulic flow
4	Banjo Paterson Way	\$2,000,000	Three culverts continually impacted by water, resulting	Install new culverts to appropriate size

			in road closures and damage to road surface	with associated road works
5	Euchareena Road	\$300,000	Ongoing pavement failure due to consistent groundwater seepage in pavement	Increase height of pavement and install subsoil drainage to elevate low lying road pavement
6	Forest Reefs Road	\$4,000,000	Ongoing washout of road/culvert due to ongoing rainfall events - which is causing batter drainage to fail due to ongoing detours of other roads onto Forest Reefs Road	Reconstruct road pavement and reseal failed section of road, drainage improvements of problem sections
7	Canomodine Lane	\$900,000	Abutment failure on load limited structure	Replacement of bridge structure to SM1600 standard
8	Pinecliffe Road	\$500,000	Washed out culverts downstream making causeway structurally unsafe	New tail spillway downstream, Replace culvert with increase cross section area
9	Pecks Road	\$600,000	Causeway to narrow for waterflow, which is resulting in significant road damage	Road surface needs to be built up and widening of causeway with box culverts to increase cross sectional area to improve water flow
10	Livermore Road	\$400,000	Ongoing gravel road failure at causeway due to consistent groundwater seepage in pavement	Build up road surface and causeway to elevate out of the water table and replacement of culverts

11	Rubydale Road	\$400,000	Ongoing gravel road failure at causeway due to consistent groundwater seepage in pavement	Build up road surface and causeway to elevate out of the water table, and replacement of culverts
12	Burrawong Road	\$500,000	Culvert/crossing has been washed out at every rainfall event	Widening of culvert crossing and increase in cross sectional area of culverts and concrete wings, and new deck slab
13	Waterhole Creek	\$150,000	Culvert/crossing has been washed out and road currently closed	Replacement of culverts and concrete aprons
14	Three Rivers Road	\$400,000	Culvert/crossing has been washed out numerous times	Build-up of road surface and new culverts
		<b>\$15,450,000</b>		

## **ITEM 18 - PROPOSED ROAD CLOSURE - DUNGEON ROAD, VITTORIA**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	To advise Council of the request for road closure of a section of Dungeon Road by a neighbouring property.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil at this stage.
<b>IPR Linkage</b>	1.4.1.a - Construction of local roads
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\ROADS and BRIDGES\ROAD CLOSURES\PERMANENT - 1458781

### **RECOMMENDATION**

THAT Council:

1. Agree in principle to the request for partial road closure of Dungeon Road (Chainage 0.780km to 1.185km) made by Regis Resources Ltd;

2. Seek a deed of acquisition with Regis Resources Ltd to progress the partial road closure;
3. Confer with Blayney Shire Council with regards to agreements of any road closure for Dungeon Road.

**DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S  
REPORT**

**BACKGROUND**

Council at its Ordinary Meeting dated 27 September 2022 considered a request for the closure of Dungeon Road. At this meeting, Council resolved:

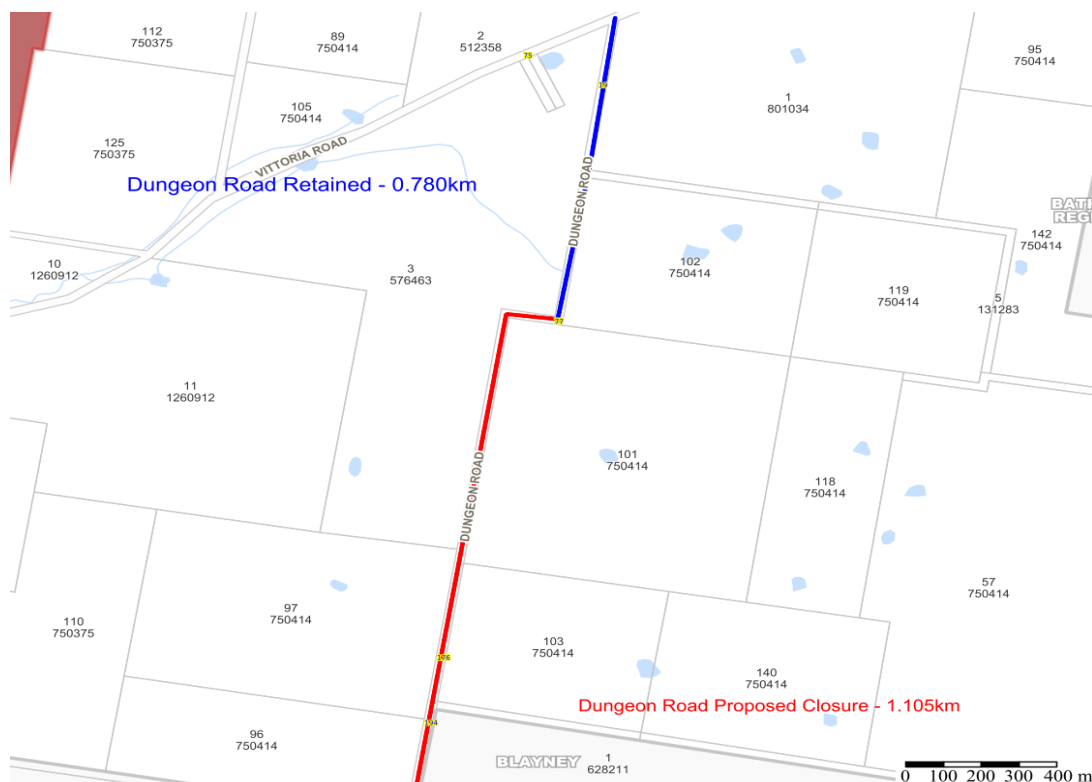
MOTION (Nash/Batten)

THAT Council endorse the public exhibition of the proposed partial road closure of Dungeon Road, Vittoria.

Carried

The request from Regis Resources Ltd for the closure of a section of Dungeon Road, Vittoria, is sought to support the Regis' McPhillamys Gold Project. The road closure will allow necessary setbacks for mine infrastructure including tailings storage and topsoil stockpiles.

The section of Dungeon Road proposed for closure is from Chainage 780m, where the road intersects with a driveway 77 Dungeon Road. From here, the closure of the road will commence, and end at the Cabonne Local Government Area boundary with Blayney Shire Council, 1.105km. The below image demonstrates the proposed closure



**Figure 1 – Dungeon Road partial road closure (1.105km)**

Blayney Shire Council has previously approved the closure of Dungeon Road from the Mid Western Highway to the Cabonne Council boundary, 6.49km. Any closure of Dungeon Road by Cabonne Council will complement the Blayney Shire Council closure.

In accordance with the resolution of 27 September 2022, Council Officers advertised the request for road closure for a period of 28 days. No objections were raised during this exhibition period.

## **REPORT**

The request from Regis Resources Ltd been made on the basis that the partial road closure would only be executed should the NSW Independent Planning Commission grant approval for the McPhillamys Gold Project.

However, Regis are seeking an agreement in principle for the partial road closure, which would provide some confidence in their planning and design of infrastructure within the proposed mine site. This agreement would provide the basis for a formal agreement to progress the closure if approval of the mine is granted.

Any closure of public road is undertaken pursuant to the Roads Act 1993. This can be a lengthy process and will be contingent on sale conditions being satisfied before being commenced. These conditions include, but not necessarily limited to, compensation and cost agreements to process the closure.

Given there has been no objection lodged with regards to the proposed partial road closure, it is suggested Council proceed with an agreement in principle to progress the road closure, should Regis Resources Ltd notify Council of its intent to progress with the development of the McPhillamys Gold Project. Should an agreement in principle be supported by Council, a deed of acquisition is suggested to be entered into between both Cabonne Council and Regis Resources Ltd prior to commencement of the partial road closure process.

Furthermore, progression of the proposed road closures requires the collaboration and consultation with Blayney Shire Council to ensure all parties interests are met.

## **ITEM 19 - CABONNE COMMUNITY CENTRE FEES AND CHARGES & HIRE POLICY**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	To seek council approval for the implementation of fees & charges and policy for the operation of the Cabonne Community Centre.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	2.1.1.5a - Carry out inspections and maintenance in accordance with agreed levels of service.
<b>Annexures</b>	1. Draft Policy - Hire of Community Facilities Buildings <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\COUNCIL PROPERTIES\DESIGN AND CONSTRUCTION\CABONNE COMMUNITY CENTRE - 1457748

### **RECOMMENDATION**

THAT:

1. Council endorse the draft fees and charges for the hire of the Cabonne Community Centre and place on public exhibition for 28 days.
2. Council endorse the draft Hire of Community Facilities – Buildings policy.
3. The draft fees & charges and policy for the hire of the Cabonne Community Centre be advertised for a period of 28 days in accordance with clause 610F of the Local Government Act.
4. Revoke the following policies:
  - a. Hall Hire Fees – Molong & Cudal Policy.
  - b. Hire of items – Molong Cudal Community Centres & s355 operated Halls.



## **DEPARTMENT LEADER - URBAN INFRASTRUCTURE'S REPORT**

Council considered a report at the October meeting regarding the fees & charges for the new Cabonne Community Centre. The matter was deferred with a request for more detail to be provided at the next workshop which was held on 8 November 2022.

The new Cabonne Community Centre will provide a facility for the use by public, business, council, and community groups. The facility will be operated by council and provide a venue for events, functions, and meetings with a number of attributes including various spaces, audio visual equipment, staging, commercial kitchen, furniture and kitchenette.

Terms and conditions outlining the use of the facility are being reviewed by council's legal representatives and will be the basis for which the facility will be hired. The terms and conditions will outline the hirers responsibilities and prohibited activities.

In preparing documentation required for the safe and efficient operation of the new Community Centre, the Working Party have identified two current council policies of relevance to the previous operation of the hall(s):

- a. Hall Hire Fees – Molong & Cudal Policy. This policy relates to the application for fee waiver for rehearsals.
- b. Hire of items – Molong Cudal Community Centres & s355 operated Halls.

The conditions outlined in these two policies have been incorporated into the attached draft policy – Hire of Community Facilities – Buildings. Should this policy be adopted by council it will be necessary to revoke the two current policies that have been incorporated into the draft policy.

The fee structure has been developed based on what is expected to be common hire activities at the venue. It is noted that there may be alternate activities which may require additional services, or perhaps pose a higher risk to the facility. As such council will reserve the right to review such applications based on the event requirements and intent. Such events or functions may result in a separate fee structure which will be managed individually where a quotation for the services will be provided and agreed upon prior to acceptance of the application. The proposed charge to utilise the art walls has been removed and will be reviewed at a later time in consideration of the usage of the walls.

The proposed fees listed below are the bases for the recommendation requesting council to consider and accept the draft fees for the hire of the new Cabonne Community Centre. The fees & charges and the draft policy will be placed on public exhibition for a period of 28 days to seek community comment.

## **CABONNE COMMUNITY CENTRE – PROPOSED FEE STRUCTURE**

Fees and charges apply as per the following categories:

Category A	Commercial, business, government, political, private hirers	Full Fee
Category B	Cabonne Community not for profit organisations and charities (funded)	50% discount
Category C	Non-funded unincorporated small community groups with no opportunity to attract financial support or for private hire such as funeral wakes	Fee waiver

*Fee reduction and/or waiver is not automatically applied. Hirers must apply to Council as outlined in the Policy and Terms/Conditions documents.*

*Application falling outside the options of this policy would be considered on case-by-case basis by the Council.*

*A regular hirer – multiple uses, 11 or more bookings during a period of 12 months*

*A casual hirer– use of a facility for up to 10 bookings per financial year*

	<b>FULL FEE</b>
<b>Mitchell Room (minimum hire 2hrs)</b>	
Regular	\$30 per hour
Casual	\$35 per hour
<b>Full auditorium (up to 24 hours) includes use of stage and green room</b>	
Regular	\$650 per day
Casual	\$685 per day
<b>Half auditorium (minimum 2 hours)</b>	
Regular	\$50 per hour
Casual	\$55 per hour
<b>Additional</b>	
Kitchen	\$110
Security Deposit	
• For events which include service of alcohol	\$1500
• For other events	\$525
• For Cabonne LGA not for profit, school, charities	\$110
Rehearsal/Room set up (up to 4 hours)	\$50
Cleaning Fee or Room Set Up- if booked prior to event where cleaning or room set up will be arranged by Council and a quote provided	\$75 per hour
<b>CANCELLATION FEES</b>	
Where the hirer seeks to cancel the hire 30+ days from hire then 100% of fees will be returned.	
If cancelled 14-29 days from hire then 50% of hire fees will be returned	
If cancelled less than 14 days from hire 0% hire fees will be returned.	
All cancellations or transfers of bookings should be completed online on Council's website.	

**ITEM 20 - DONATION OF GAZEBO TO MOLONG HOSPITAL AUXILIARY**

**REPORT IN BRIEF**

<b>Reason For Report</b>	For Council to approve donation of the former Molong Village Green gazebo and labour costs to transport to the Molong Hospital Auxiliary.
<b>Policy Implications</b>	In accordance with the Disposal of Minor Assets Policy
<b>Budget Implications</b>	Labour costs estimated to be approximately \$1,500
<b>IPR Linkage</b>	3.2.1.a - Identify challenges and opportunities of current versus future aged care needs
<b>Annexures</b>	1. MAG Gazebo Request <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\COMMUNITY RELATIONS\\SPONSORSHIP - DONATIONS\\SPONSORSHIP - DONATIONS - 2022 - 1458255

**RECOMMENDATION**

THAT Council donate the former Molong Village Green gazebo and associated transport costs of the equipment to the Molong Hospital Auxiliary

**DEPARTMENT LEADER - URBAN INFRASTRUCTURE'S REPORT**

Council approval is requested to donate the former Molong Village Green gazebo in accordance with Council's disposal of minor assets policy to a registered charity or community organisation (when written request is received).

Council have received a letter from the Molong Advancement Group (MAG) on behalf of the Molong Hospital Auxiliary and the Molong Health Services, requesting Council's support of a new sensory garden for the residence of the Yuranigh House at the Molong Hospital.

The requested support has been identified as Council labour and plant required for the relocation of the gazebo components of the former gazebo from its current storage location to the new sensory garden site at the Molong Hospital.

The gazebo was originally located in the Molong Village Green and was paid for by MAG. At the conclusion of the installation the asset was gifted to Council for ongoing maintenance and upkeep of the asset. The gazebo was required to be added to Council's asset register due to it being installed on Council controlled land and the gifting of the gazebo by MAG. The gazebo currently holds no value on Council's asset register and therefore the donation of the gazebo to the Molong Hospital Auxiliary will not impact on Council's finances.

The request from MAG for Council to relocate the components of the gazebo is estimated to cost \$1,280 and can be a donated service to MAG.

**ITEM 21 - CONFIRMATION OF THE ROADS ADVISORY COMMITTEE MEETING MINUTES**

**REPORT IN BRIEF**

<b>Reason For Report</b>	Adoption of the Cabonne Roads Advisory Committee meeting minutes.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	2.2.1.1a - Undertake road maintenance and routine activities.
<b>Annexures</b>	1. Cabonne Council Roads Advisory Committee 2022-10-25 <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COMMITTEES - REPORTS OF 2022 - 1458167

**RECOMMENDATION**

THAT the minutes of the Roads Advisory Committee of Cabonne Council held on 25 October 2022 be adopted.

**DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S REPORT**

The following minutes are attached for adoption:

1. Minutes of the Cabonne Roads Advisory Committee Meeting held on 25 October 2022.

**ITEM 22 - QUESTIONS FOR NEXT MEETING**

**REPORT IN BRIEF**

<b>Reason For Report</b>	To provide Councillors with an opportunity to ask questions/raise matters which can be provided/addressed at the next Council meeting.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil

<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\nOTICES - MEETINGS - 1456012
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**RECOMMENDATION**

THAT Council receive a report at the next Council meeting in relation to questions asked/matters raised where necessary.

**GENERAL MANAGER'S REPORT**

A call for questions for which an answer is to be provided if possible or a report submitted to the next Council meeting.

**ITEM 23 - BUSINESS PAPER ITEMS FOR NOTING**

**REPORT IN BRIEF**

<b>Reason For Report</b>	Provides an opportunity for Councillors to call items for noting for discussion and recommends remainder be noted.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\PROCEDURES - 1456013

**RECOMMENDATION**

THAT:

1. Councillors call any items they wish to further consider.
2. The balance of the items be noted.

**GENERAL MANAGER'S REPORT**

In the second part of Council's Business Paper are items included for Council's information.

In accordance with Council's format for its Business Paper, Councillors wishing to discuss any item are requested to call that item.

**ITEM 24 - MATTERS OF URGENCY**

**REPORT IN BRIEF**

<b>Reason For Report</b>	Enabling matters of urgency to be called.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\NOTICES - MEETINGS - 1456014

**RECOMMENDATION**

THAT Councillors call any matters of urgency.

**GENERAL MANAGER'S REPORT**

Council's Code of Meeting Practice allows for the Council to consider matters of urgency which are defined as *"any matter which requires a decision prior to the next meeting or a matter which has arisen which needs to be brought to Council's attention without delay such as natural disasters, states of emergency, or urgent deadlines that must be met"*.

This item enables councillors to raise any item that meets this definition.

**ITEM 25 - COMMITTEE OF THE WHOLE SECTION OF THE MEETING**

**REPORT IN BRIEF**

<b>Reason For Report</b>	Enabling reports to be considered in Committee of the Whole.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\PROCEDURES - 1456015

**RECOMMENDATION**

THAT Council hereby resolve itself into Committee of the Whole to discuss matters called earlier in the meeting.

**GENERAL MANAGER'S REPORT**

Council's Code of Meeting Practice allows for the Council to resolve itself into "committee of the whole" to avoid the necessity of limiting the number and duration of speeches as required by Clause 250 of the Local Government (General) Regulation 2005.

This item enables councillors to go into "committee of the whole" to discuss items called earlier in the meeting.

**MINUTES OF THE ORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBERS  
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**PRESENT** Cllr K Beatty (in the Chair), Cllrs P Batten, J Jones, M Nash, L Oldham, K O’Ryan, A Pull, A Rawson, J Weaver.

Also present were the General Manager, Deputy General Manager - Cabonne Services, Deputy General Manager - Cabonne Infrastructure, IT Coordinator, Department Leader – Governance & Corporate Performance and Governance Officer.

The Mayor welcomed the Principal and students from St Edward’s School, Canowindra.

**ITEMS FOR DETERMINATION**

**ITEM - 1 APPLICATIONS FOR LEAVE OF ABSENCE**

**MOTION** (Oldham/Rawson)

THAT it be noted there were nil applications for leave of absence.

22/10/01 Carried

**ITEM - 2 DECLARATIONS OF INTEREST**

Proceedings in Brief

Cllr Batten declared an interest (identified as an actual conflict of interest, significant, non-pecuniary) in item 29 as he is the President of the Molong Advancement Group.

**MOTION** (Weaver/O’Ryan)

THAT the declarations of interest be noted.

22/10/02 Carried

**ITEM - 3 DECLARATIONS FOR POLITICAL DONATIONS**

**MOTION** (Jones/Oldham)

THAT it be noted there were nil declarations for political donations.

22/10/03 Carried

**ITEM - 4 MAYORAL MINUTE - APPOINTMENTS**

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Clr Beatty

The Mayor noted that he received a phone call from the Minister for Regional Development, Local Government and Territories the Hon. Kristy McBain, MP who was conducting welfare checks on councils.

27/09/22 – Attended the Molong Office for an interview with Prime TV regarding an intersection at Yeoval. Attended the business paper review with the General Manager, Deputy General Managers and Deputy Mayor. Attended the ordinary council meeting.

28/09/22 – Attended an interview with Neil Gill radio program.

04/10/22 – Attended Borenore Men's Shed with the Acting General Manager for the mill sew opening. Interview with B Rock FM regarding Central NSW Joint Organisation (CNSWJO) election priorities.

07/10/22 – Attended Manildra Mandagery Creek Bridge announcement with Minister for Regional Transport and Roads the Hon. Sam Faraway, MLC.

08/10/22 – Attended Molong SES HQ with the Acting General Manager for a meeting with SES and Mr Philip Donato, MP.

09/10/22 – Attended an interview with Central Western Daily regarding the Cabonne road network.

11/10/22 – Attended the office for the standing committee meeting, councillor workshop and Cabonne Pools Advisory Committee meeting.

12/10/22 – Attended an interview with Neil Gill radio program. Attended Sydney for the CNSWJO Board meeting at LGNSW Office. Attend CNSWJO Dinner and NSW Parliament House.

13/10/22 – Attended NSW Parliament House for a meeting with Ministers.

14/10/22 – Attended Cumnock Public School Official opening of the sports ground and bike pump track.

23/10/22 – Travelled to the Hunter Valley to attend LGNSW conference.

24/10/22 – Attended LGNSW conference.

25/10/22 – Attended LGNSW conference and travelled home. Attended Cabonne Roads Advisory Committee.

26/10/22 – Attended an interview with Neil Gill radio program.

Clr Nash

Attended the Molong Yarn Market to celebrate their 50 Year Anniversary. Clr Nash wished to congratulate them on their achievements over the 50 years.

Clr Batten

Attended the opening of the sporting facility at Cumnock Public School and noted Cumnock community should be congratulated.

Clr Rawson

27/09/22 – Attended the ordinary council meeting.

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11/10/22 – Attended the councillor workshop and standing committee meeting.

12/10/22 – Attended the Central Tablelands Water Board meeting in Grenfell.

21/10/22 – Attended the opening of the Australian National Field Days at Borenore.

25/10/22 – Attended the Roads Advisory Committee meeting.

Clr Jones

27/09/22 – Attended the business paper review meeting with the Mayor, General Manager and Deputy General Managers. Attended the ordinary council meeting.

10/10/22 – Attended a meeting with the Local Government Grants Commission with the General Manager and Deputy General Managers.

11/10/22 – Attended the councillor workshop, Cabonne Pools Advisory Committee meeting and Eugowra Progress Association meeting.

12/10/22 – Attended the Audit Risk and Improvement Committee meeting.

13/10/22 – Attended the Molong Advancement Group meeting.

15/10/22 – Attended the opening of the Central West Group CWA Conference.

19/10/22 – Attended the Cabonne and Orange Road Safety Committee meeting.

21/10/22 – Attended the Official opening of the Australian National Field Days with the Minister for Agriculture the Hon. Dugal Saunders, MP, Minister for Regional Roads the Hon. Sam Faraway, MLC, Orange City Council Mayor Jason Hamling and the General Manager.

Clr Pull

29/09/20 – Attended Destination NSW Cocktail Party.

30/09/22 – Attended Destination NSW VIP Lunch.

09/10/22 – Attended Canowindra Business Chamber Meeting.

11/10/22 – Attended the Community and Economy and Culture meeting and councillor workshop. Attended Swimming Pools Advisory committee meeting.

23 to 25/10/22 – Attended Local Government Conference.

27/10/22 – Attended the ordinary council meeting.

**MOTION** (Beatty/-)

THAT the information contained in the Mayoral Minute be noted.

22/10/04 Carried

**ITEM - 5 COMMITTEE OF THE WHOLE**

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It was noted the Mayor called item 22 and Cllr Jones called item 18 and 19 to be debated in Committee of the Whole.

**MOTION** (Jones/Nash)

THAT items 18, 19 and 22 be debated in Committee of the Whole.

22/10/05 Carried

**ITEM - 6 GROUPING OF REPORT ADOPTION**

Proceedings in Brief

Cllr Pull wished to clarify that, in regards to the September Ordinary Council meeting minutes, Item 29 – Questions for Next Meeting – it was a request following up on a previous question for next meeting from the March Ordinary Council meeting.

**MOTION** (Rawson/Weaver)

THAT Items 7 and 8 be moved and seconded.

22/10/06 Carried

**ITEM - 7 CONFIRMATION OF THE MINUTES**

**MOTION** (Rawson/Weaver)

THAT the minutes of the Ordinary Council meeting held on 27 September 2022 be adopted.

22/10/07 Carried

**ITEM - 8 CONFIRMATION OF THE COMMITTEE MEETING MINUTES**

**MOTION** (Rawson/Weaver)

THAT the minutes of the Community, Economy & Culture and Infrastructure (Transport) Committee meetings of Cabonne Council held on 11 October 2022 be adopted.

22/10/08 Carried

**ITEM - 9 CONTROL OF RFS ASSETS - RURAL FIREFIGHTING  
EQUIPMENT**

**MOTION** (Weaver/Pull)

THAT council's position to not recognise RFS equipment in its financial statements remain unchanged.

22/10/09 Carried

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**ITEM - 10 DRAFT CABONNE RESERVES POLICY**

Proceedings in Brief

Clr Rawson proposed an amendment on page 88 of the table under Capital Works, to indicate that the reserve is not specifically for urban improvement and includes all Cabonne localities.

Clr Pull proposed the wording be reviewed regarding the Canowindra Sports Trust Reserve. Clr Pull requested feedback on the Housing Reserve.

**MOTION** (Rawson/Batten)

THAT council endorse the draft Cabonne Reserves Policy and place the policy on public exhibition for 28 days.

22/10/10 Carried

**ITEM - 11 POLICY REGISTER - REVIEW BY COUNCIL WITHIN 12  
MONTHS OF ELECTION**

**MOTION** (Weaver/Nash)

THAT:

1. The policies listed in the report detailed "to be revoked" be archived,
2. The policies listed in the report detailed "minor changes" be re-adopted, and
3. The annexed draft Access to Information Held By Council Policy, and the draft Fraud & Corruption Policy (recommended changes detailed in the report) be adopted.

22/10/11 Carried

**ITEM - 12 POLICY REGISTER - REVIEW**

**MOTION** (Rawson/Nash)

THAT council:

1. Endorse the policies listed in the report as being classified as operational in nature and therefore not requiring adoption of council; and
2. Note that the listed policies will be reviewed and endorsed by the Executive Leadership Team.

22/10/12 Carried

**ITEM - 13 PECUNIARY INTEREST RETURNS 2022**

**MOTION** (Jones/Pull)

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THAT council note the tabling of Pecuniary Interest Returns for the period to 30 June 2022 for councillors and designated persons.

22/10/13 Carried

**ITEM - 14 YEOVAL ANNUAL SHOW 2023 & 2024**

**MOTION** (Batten/Nash)

THAT council lodge a formal biennial application for the proclamation of part-day public holidays from 8:30am to 7:00pm, for that portion of the township of Yeoval, which is in the Cabonne Council area on Tuesday 9 May 2023 and Tuesday 30 April 2024 for the Yeoval Annual Show.

22/10/14 Carried

**ITEM - 15 REQUEST FOR DONATION**

**MOTION** (Jones/Nash)

THAT council donate \$150 to Eugowra St Joseph's Primary School P&F.

22/10/15 Carried

**ITEM - 16 EQUIPMENT PURCHASE FOR AFTER SCHOOL CARE  
SERVICES FROM RESERVE**

**MOTION** (Pull/Jones)

THAT council endorse the purchase of IT equipment \$13,370 for the After School Care Program from the Community Services After School Care reserve.

22/10/16 Carried

**ITEM - 17 QUARTERLY BUDGET REVIEW**

**MOTION** (Jones/Nash)

THAT council note the variances in the report and authorise those changes to be included in the 2022/2023 Council Budget.

22/10/17 Carried

It was noted items 18 and 19 were called to be debated in Committee of the Whole.

**ITEM - 20 EVENTS ASSISTANCE PROGRAM**

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**MOTION** (Nash/Pull)

THAT council approve under its 2022/23 Event Assistance Program:

1. \$1,000 for the MADIA Children's Christmas Matinee at the Amusu;
2. \$500 for the Amusu Theatre and Movie Museum Manildra; and
3. \$800 for the Eugowra Community Children's Centre.

22/10/18 Carried

**ITEM - 21 VILLAGE ENHANCEMENT FUND 2022-2023**

**MOTION** (Weaver/Nash)

THAT council approve Yeoval, Manildra and Cargo Progress Associations accessing \$24,127 from the Village Enhancement Fund.

22/10/19 Carried

It was noted item 22 was called to be debated in Committee of the Whole.

**ITEM - 23 REQUEST TO VARY A RESTRICTION TO 88B INSTRUMENT**

**MOTION** (Batten/Nash)

THAT council support the request to vary the s88B land use restriction relating to siting of buildings, to enable structures to be located a minimum of 5m from the southern and eastern boundaries of Lot 7 DP 1135607.

22/10/20 Carried

**ITEM - 24 DA 2022/0216 FOR ANIMAL BOARDING OR TRAINING  
ESTABLISHMENT AT 1031 OPHIR ROAD, SUMMER HILL CREEK**

**MOTION** (Pull/Rawson)

THAT Development Application 2022/0216 for 'animal boarding or training establishment' upon land described as Lot 21 DP 543420 and Lot 25 DP 750372 and known as 1031 Ophir Road, Summer Hill Creek, be refused for insufficient information being submitted to council to enable assessment and determination of the application.

22/10/21 Carried

The Chair called for a Division of Council as required under Section 375A (3) of the Local Government Act which resulted in a vote for the motion as follows:

For: Cllrs K Beatty, P Batten, J Jones, M Nash, L Oldham, K O'Ryan, A Pull, A Rawson and J Weaver.

Against – Nil

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**ITEM - 25 QUESTIONS FOR NEXT MEETING**

Proceedings in Brief

Clr Weaver noted the growth of weeds at the Canowindra Railway Precinct and queried if Council is able to follow up on the matter. The Deputy General Manager Services advised that all requests regarding overgrown blocks is referred to the Rural Fire Service (RFS) and that the RFS can be notified of this matter. The Mayor suggested that UGL Regional Linx also be contacted and advised of the matter.

Clr Pull requested a progress report regarding Essential Energy and the Bluebell Estate, Canowindra.

Clr Jones requested a presentation from the Cabonne/Orange Roads Safety Officer to a future meeting or workshop on the contribution from Cabonne to the Program and the activities being undertaken, targeting Cabonne drivers.

Clr Jones noted that the Cargo community has raised, through their progress association, concerns of traffic speeding through the village. He requested, if possible, that Council undertake speed counter activities to enable a submission, if the data supports, to Transport for NSW, seeking funding for flashing speed lights. The Deputy General Manager Infrastructure advised that the matter will be forwarded to the Traffic Committee for recommendations. The Mayor requested that Cumnock be included in this.

Clr Batten requested an update on activities relating to engagement with the youth in Cabonne as there is emerging interest in the community regarding the potential development of a youth council, or something similar in the future.

Clr Batten noted the traffic blisters that have been installed near the police station in Cumnock has generated some discussion about the width and possibility of trucks not being able to negotiate them effectively. He requested a report be presented to council providing analysis of the matter.

**MOTION** (Weaver/Jones)

THAT council:

1. Notify the Rural Fire Service and UGL Regional Linx of the overgrown land at the Canowindra Railway Precinct;
2. Receive a progress report regarding Essential Energy and the Bluebell Estate, Canowindra;
3. Arrange a presentation, at a future meeting/workshop, from the Cabonne/Orange Roads Safety Officer;
4. Forward to the Cabonne Traffic Committee a request to undertake traffic counter activities in Cargo and Cumnock;
5. Receive a report regarding youth engagement activities in Cabonne; and
6. Receive an analysis report regarding traffic blisters at Cumnock.

22/10/22 Carried

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**ITEM - 26 BUSINESS PAPER ITEMS FOR NOTING**

Proceedings in Brief

Clr Rawson congratulations the General Manager on being nominated on the Statewide Mutual Board.

**MOTION** (Weaver/Rawson)

THAT the notation items be noted.

22/10/23 Carried

**ITEM - 27 MATTERS OF URGENCY**

**MOTION** (Jones/Pull)

THAT it be noted there were nil matters of urgency.

22/10/24 Carried

**ITEM - 28 COMMITTEE OF THE WHOLE SECTION OF THE MEETING**

**MOTION** (Rawson/Weaver)

THAT Council hereby resolve itself into Committee of the Whole to discuss matters called earlier in the meeting.

22/10/25 Carried

**ITEM - 18 COMMUNITY ASSISTANCE PROGRAM 2022-23**

Proceedings in Brief

Clr Jones suggested an amendment to the recommendation. Clr Jones requested further information regarding public liability, as well as details of the support/involvement the applicant has with the Cabonne communities.

Clr Nash advised there is an issue with gates on the fencing at the Montana Park Playground, Manildra and asked if it the matter could be followed up.

**RECOMMENDATION** (Batten/Rawson)

THAT council approve the following:

1. Applications 1 through 10 of the listed projects, and
2. Conduct a further round of Community Assistance Program funding in the second half of the 2022-23 financial year for community projects less than \$1,000 each.

**AMENDMENT** (Jones/Weaver)

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THAT council approve the following:

1. Applications 1 through 5 and 7 through 10 of the listed projects;
2. Defer a decision on application 6 for further information and consideration; and
3. Conduct a further round of Community Assistance Program funding in the second half of the 2022-23 financial year for community projects less than \$1,000 each.

The amendment was put and carried becoming the motion, the motion was put and carried.

**RECOMMENDATION** (Jones/Weaver)

THAT council approve the following:

4. Applications 1 through 5 and 7 through 10 of the listed projects;
5. Defer a decision on application 6 for further information and consideration; and
6. Conduct a further round of Community Assistance Program funding in the second half of the 2022-23 financial year for community projects less than \$1,000 each.

1. Carried

**ITEM - 19 COUNCIL REPRESENTATIVES TO CABONNE ECONOMY,  
TOURISM AND CULTURE ADVISORY COMMITTEE, AND AGE OF  
FISHES ADVISORY COMMITTEE**

**RECOMMENDATION** (Jones/O'Ryan)

THAT:

1. Council appoint Clr Jones and Clr O'Ryan as elected members for the Community, Economy and Culture Committee for the Cabonne Economy, Tourism and Culture Advisory Committee.
2. Council appoint Clr Weaver and Clr Nash as elected members, with Clr Pull as alternate, (and one representative to be elected as Chair at the first meeting) for the Age of Fishes Advisory Committee.
3. Meeting dates for both the Cabonne Economy, Tourism and Culture Advisory Committee and the Age of Fishes Advisory Committee be determined at the Community, Economy and Culture Committee meeting.
4. Council endorse the elected councillor nominations to the committees.

2. Carried

**ITEM - 22 CABONNE COMMUNITY CENTRE FEES AND CHARGES**

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Discussion was held regarding the fees and charges for the Cabonne Community Centre.

Clr Batten suggested an amendment to defer the motion to a future meeting, allowing council staff time for further analysis. He suggested that the matter be discussed at a councillor workshop, then a further report be presented to the November Council meeting for consideration of the fees and charges.

**MOTION** (Nash/Jones)

THAT:

1. Council approve the draft fees for the hire of the Cabonne Community Centre.
2. The fees for the hire of the Cabonne Community Centre be advertised for a period of 28 days in accordance with clause 610F of the Local Government Act.

**AMENDMENT** (Batten/Rawson)

THAT council:

1. Defer the item to allow staff time for further analysis;
2. Discuss the matter at a councillor workshop; and
3. A further report be presented to the November Council meeting for consideration.

The amendment was put and carried becoming the motion, the motion was put and carried.

**RECOMMENDATION** (Batten/Rawson)

THAT council:

1. Defer the item to allow staff time for further analysis;
2. Discuss the matter at a councillor workshop; and
3. A further report be presented to the November Council meeting for consideration.

3. Carried

It was noted the time being 3.13pm Clr Batten declared an interest in the following item and left the Chamber.

**ITEM - 29 EXEMPTION TO THE ALCOHOL PROHIBITED AREA AND  
ALCOHOL FREE ZONE IN BANK STREET, MOLONG AND THE  
MOLONG VILLAGE GREEN FOR AN EVENT - MOLONG  
CHRISTMAS SHOPPING NIGHT.**

**Proceedings in Brief**

The Mayor advised that due to errors in the supplementary report, an updated version was provided to councillors on 26 October.

**RECOMMENDATION** (Nash/Oldham)

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THAT council:

1. Agrees for the request from the Molong Advancement Group to suspend the alcohol prohibited and Alcohol-Free Zone Bank Street, Molong and the Molong Village Green including road reserve/pavement for their Molong Christmas Shopping Night proposed to be held between 5:00pm-9:00pm on Friday, 2 December 2022.
2. Advertises the changes in the Molong Express prior to the event.

4. Carried

It was noted the time being 3.15 Clr Batten returned to the Chamber.

It was noted the time being 3.15pm the Chair announced that the Council would now be resolving into a Closed Committee of the Whole.

**CONFIDENTIAL ITEMS**

**ITEM - 1 CARRYING OF COUNCIL RESOLUTION INTO CLOSED  
COMMITTEE OF THE WHOLE**

**RECOMMENDATION** (Weaver/Rawson)

THAT the committee now hereby resolve into Closed Committee of the Whole for the purpose of discussing matters of a confidential nature relating to personnel or industrial matters, personal finances and matters which the publicity of which the Committee considers would be prejudicial to the Council or the individual concerned and that the press and the public be excluded from the meeting in accordance with the conditions of Council's Confidentiality Policy AND FURTHER that as reports to the Closed Committee of the Whole are likely to be confidential and their release prejudicial to the public interest and the provisions of Council's confidentiality policy, that copies of these reports not be made available to the press and public.

5. Carried

**ITEM - 2 MID-SCALE SOLAR PLANT UPDATE**

**RECOMMENDATION** (Batten/Rawson)

THAT:

1. Council borrow the required funding from an appropriate lending institution for up to the reported amount to finance the Mid-Scale Solar project, excluding the battery energy storage system component.
2. The above is subject to receiving the requisite approvals and grant funding from the Resources for Regions program.

**THIS IS PAGE NO 12 OF THE MINUTES OF THE ORDINARY MEETING OF CABONNE COUNCIL HELD ON 27 OCTOBER, 2022**

**MINUTES OF THE ORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBERS  
MO LONG ON THURSDAY 27 OCTOBER, 2022 COMMENCING AT 2:00PM**

Page 13

3. Receive a further report upon the approvals being granted and finalised costings determined prior to going out to market.

6. Carried

It was noted the time being 3.23pm the Mayor resumed the Ordinary Meeting.

**REPORT & RESOLUTIONS OF COMMITTEE OF THE WHOLE**

**MOTION** (Rawson/Batten)

THAT the Report and Recommendations of the Committee of the Whole Meeting held on Thursday 27 October, 2022 be adopted.

22/10/26 Carried

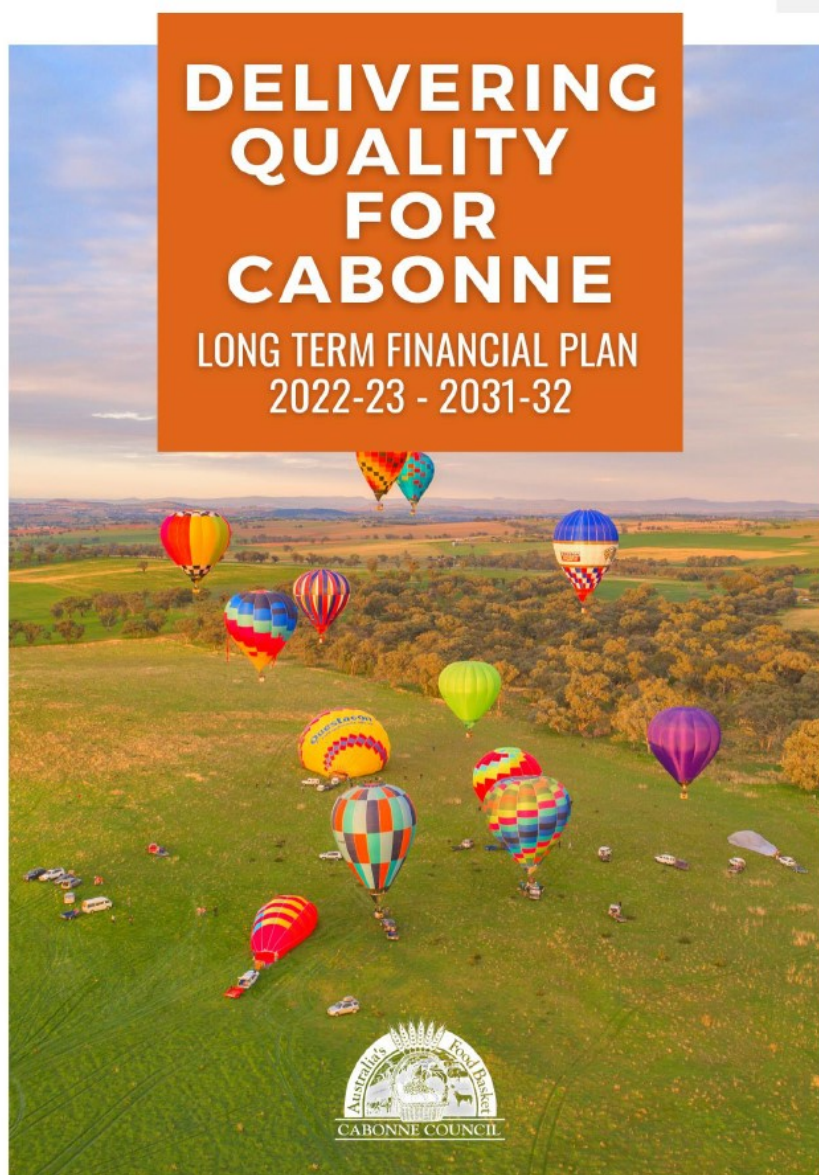
There being no further business, the meeting closed at 3.23pm.

CHAIRMAN.

Chairman of the Ordinary Meeting of Cabonne Council held on the 22 November, 2022 at which meeting the listed minutes were confirmed and the signature hereon was subscribed.

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THIS IS PAGE NO 13 OF THE MINUTES OF THE ORDINARY MEETING OF CABONNE COUNCIL HELD ON 27 OCTOBER, 2022



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## 1. Executive Summary

This Long Term Financial Plan (LTFP) has been developed to support the conversation amongst councillors, staff and the community about 'our story':

- **where we are now and where we're headed** (current and emerging risks and opportunities)
- **where we want to be and how we'll get there** (desired future and key actions to realise this)
- **how we'll know we're on the right track** (performance measures and indicators as well as specific objectives).

It highlights some major challenges that Cabonne Council needs to overcome over the next decade. Many of these relate to Council's infrastructure – particularly roads, water supply and sewerage assets – so it is vital that accompanying it is a Strategic Asset Management Plan (SAMP).

The LTFP and SAMP, together with a Workforce Management Plan, form Council's Resourcing Strategy. This is a key element of the Integrated Planning and Reporting (IP&R) Framework alongside the Community Strategic Plan and Delivery Program.

In summary, the 'story' this LTFP tells in section 4, in relation to the general fund (covering all functions except water and sewer) is that Council can afford to continue its normal operational activities as well as delivering priority capital works (asset renewals, matching grants – details are in the SAMP).

But it also shows Council is likely to 'eat into' its reserves to fund these activities. This reinforces the importance of keeping forecasts of 'where we are headed' financially in this LTFP up-to-date annually, and of ongoing efforts to keep Council 'on the right track', particularly in the management of its assets (guided by the SAMP) and in the containment of operating expenses. Financial sustainability objectives in section 3 are intended as 'guard rails' to ensure Council *is* on the right track.

The 'story' this LTFP tells in sections 5 and 6 (in relation to water and sewer funds) is that Council needs to increase charges considerably if it is to cover its normal operating expenses (which have increased in recent years as Council has recognised that it needs to allocate additional resources to manage these functions effectively) as well as to fund priority capital works that are critical to providing these essential services into the future. In relation to water supply, the LTFP shows that Council needs to seek external assistance to fund major works even with increased charges.

The key points in terms of Council's strategic direction are:

- the current challenges Council now faces haven't arisen in the short term, and there is no quick and easy solution to solve them
- the immediate priorities for the new Council are building a high-performing organisation, investing wisely in infrastructure and maximising opportunities from grants
- at the same time, Council needs to be conscious of the path its finances are forecast to head in the longer term, and to continue to pursue opportunities to improve it.

## 2. Structure of this Document

Section 3 establishes Council's seven objectives for sound financial management and discusses the key issues that need to be considered in establishing these.

Sections 4, 5 and 6 then consider each of the three funds that councils must account for separately under the NSW Local Government Act:

- water supply,
- sewerage, and
- general fund

The focus is analysing the key areas of operating revenue and expenses, as well as the forecast capital works programs (investment in infrastructure), and assumptions relating to these in future, and how this impacts the financial performance and position of each fund.

The previous 5 years actual historical results are also included, which helps put the current situation and forecast performance into the future in context.

Section 7 then discusses the sensitivity of financial forecasts to changes in key areas such as higher employee, depreciation or borrowing costs, etc.

Section 8 then outlines several scenarios (alternatives to the 'base case' in sections 4, 5 and 6) that explore the implications of a number of strategic issues: the impacts of lost revenues due to a lower than anticipated 'rate peg' for 2022/23 (Council intends to apply for an additional special variation of 1.1% to make up this shortfall), an 'austerity' scenario (exploring reductions in funding from other levels of government), a 'premium levels of service from roads' scenario and two scenarios relating to the water fund: firstly, having the proposed increase in charges, and secondly, only securing half of the forecast grant for the Molong Creek Dam pipeline (in both these scenarios, the water fund is shown to be unsustainable).

The centrepiece of this LTFP is the three primary financial statements in Appendix 1:

- an **Income Statement**, which forecasts revenue and expenditure
- a **Statement of Financial Position** or Balance Sheet which forecasts changes in Council's assets (cash reserves, investments and infrastructure) and liabilities (borrowings) over time, particularly as Council invests in its infrastructure
- a **Cash Flow Statement**, which shows where Council generates and spends its cash.

Each includes actual historic figures to put the future forecasts into context.

### 3. Council's Objectives: Sound Financial Management

The **NSW Local Government Act** section 8B establishes principles of sound financial management as follows:

- a) Council **spending** should be responsible and sustainable, aligning general revenue and expenses
- b) Councils should invest in responsible and sustainable **infrastructure** for the benefit of the local community
- c) Councils should have effective **financial and asset management**, including sound policies and processes for the following:
  - (i) performance management and reporting,
  - (ii) asset maintenance and enhancement,
  - (iii) funding decisions,
  - (iv) risk management practices.
- d) Councils should have regard to achieving **intergenerational equity**, including ensuring the following:
  - (i) policy decisions are made after considering their financial effects on future generations,
  - (ii) the current generation funds the cost of its services.

It is critical that Council starts its journey to implementing these principles off on the right foot. This shouldn't be with point (a) and proceed from there (Council shouldn't start by cutting expenses to align these with general revenues). Rather, **Council should start with effective financial and asset management**, point (c), which charts the journey to be taken.

Cabonne Council has recognised it needs to improve the effectiveness of its financial and asset management. This **LTFP** and the **Strategic Asset Management Plan (SAMP)** that accompanies it are evidence of Council's commitment to doing so, and progress thus far.

Council also recognises *the financial challenges it faces haven't arisen overnight... and won't be solved overnight*. A longer-term approach is needed: the **Cabonne Transformation 2025 Program**. This program requires investment over the next few years – which will increase operating expenses – if Council is to realise longer-term benefits and be more sustainable.

As well as investing in the Program itself, the asset management improvement work undertaken within it has identified the *need for investment in assets to address risks*. The key priorities in each asset class are identified in the **SAMP**. This includes both increased operational costs (e.g. clearing road side table drains) and capital works (asset renewals).

Council also recognises that the current environment of substantial **grant funding** is unlikely to continue indefinitely, and so it needs to *maximise grant opportunities* to deliver on community priorities while they exist (so long as Council can afford these longer term). This has resulted in Council using up some of its reserves in the last few years to match grants and so it cannot continue indefinitely, but it is important not to miss opportunities, too.

There will no doubt be new challenges and opportunities arise along the way, but this LTFP sets out a path for this and subsequent Councils to follow, and even more importantly *to refine over time*. This 'path' is summarised in the table below.

Term	New Council 2022 to 2024	Subsequent Council 2024 to 2028
<b>Priorities</b>	Complete Cabonne Transformation 2025 Program. Progress priorities in SAMP, improved asset management. Deliver grant-funded projects. Pursue opportunities to improve finances (power, workers comp., etc.) Increase water and sewer charges to sustainable levels.	Building on the foundation of better financial and asset information and a review of challenges, determine a sustainable way forward in consultation with the community.
<b>Forecast performance in LTFP (finances) and SAMP (assets)</b>	Deficit associated with increased investment. Draw down of reserves because of deficit and matching grants for projects. Incremental improvements in assets as investment targeted.	Potential return to deficits and draw down of cash reserves unless other action taken &/or grants secured. Further improvement in assets.

Table 1: potential priorities and forecast performance for future Councils

Council has identified seven financial sustainability objectives (below) that are intended to serve as 'guard rails' to help keep Council 'on track' on this journey.

**Cabonne Council Financial Sustainability Objectives**

	Objective	Details
1	Responsible and sustainable infrastructure investment	Allocate funding to infrastructure in accordance with the recommendations in Council's SAMP, with a focus on risk management and renewal of existing assets. New or upgraded assets should not receive priority over renewal needs.
2	Cabonne Transformation 2025	Improve the capability and capacity of Council's organisation by investing in the Cabonne Transformation 2025 Program, while avoiding permanent increases in operating costs (e.g. by adding to the number of Full Time Equivalent Employee numbers) unless there is a specific business case to do so.
3	Increase water supply and sewerage charges	Increase charges over 4 years to the level required to ensure the financial viability of these funds, particularly given the need for significant investments as detailed in the SAMP. <i>NOTE: sections 5 and 6 forecast significant increases are required in both water supply and sewerage. Comparisons with other water utilities are provided to put these into context.</i>
4	Maximise grant opportunities for priority projects	Pursue grants to help fund priority projects, so long as this does not significantly reduce funding for renewals and other priorities, and so long as Council can afford to maintain these new/upgraded assets over the long term. Where possible, incorporate asset renewals as part of these projects.
5	Minimising operating deficits	Pursue savings in operating expenses and/or increases in operating revenues, with aim of keeping deficits in general fund to less than 5% of revenues averaged over 3 years. <i>NOTE: the base case (section 4) forecasts gradual reduction in deficits, but this is due to assumed decreases in major expense areas (employees, materials and contracts) which are likely to have service level impacts. Actual results will depend on future decisions.</i>
6	Maintain cash reserves and capacity to borrow	Maintain an appropriate level of cash reserves by minimising operating deficits and limiting capital programs to priority projects. Limit borrowings to specific projects supported by a business case and use internal reserves ahead of borrowing where possible. <i>NOTE: currently, the base case in this LTFP is forecasting that Council will gradually 'eat into' its reserves over 10 years. However, reserves in water and sewer funds need further consideration as part of asset and financial planning.</i>
7	Road Maintenance Council Contracts	Continue to focus on delivering the RMCC contract well (with Transport for NSW, for work on state roads).

Table 2: Cabonne Council financial sustainability objectives

#### 4. General Fund

The chart below summarises the main operating revenues and expenses in the Income Statement for Council's 2022/23 budget, including the projected deficit of \$4.5M (largely driven by higher than 'normal' expenses in employee costs and materials and contracts). This excludes \$14.1M forecast to be received for capital grants and contributions.

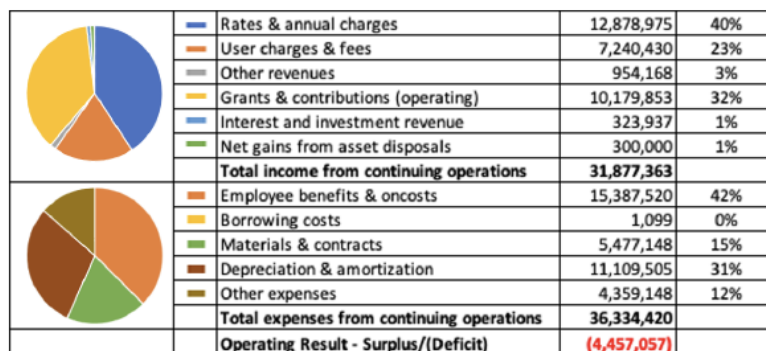


Figure 1: key income and expense items in 2022/23 general fund budget

A deficit of this scale (14% of operating revenues) is of concern if it continues long term as Council is 'spending more than it earns' – which is unsustainable – but over the short term Council considers it acceptable as there are good reasons for these investments.

A longer-term view puts this deficit in perspective. The figure below shows:

- actual results from Council's financial statements 2017-2021
- current year budget 2022
- the forecast results in this LTFP over the next 10 years 2023 – 2032 based on assumptions discussed below



Figure 2: trends in income, expenses and operating result in general fund

**NOTE:** financial years in charts in this LTFP are year ending e.g. 2023 = 2022/23.

Sections 4.1 and 4.2 analyse each of the key items of **revenue and expense** in Figure 1 (user charges, employee costs, materials and contracts, etc.), discussing issues that have impacted (positively or negatively) on the current deficit and the likely changes in these items over the longer term.

Section 4.3 then discusses Council's forecast **investment in capital works** (renewal, new and upgraded assets), from the SAMP. This doesn't directly impact the operating result (above), but it does impact **cash reserves**. Again, a longer-term view in Figure 3 below helps put this in perspective:

- Council has undertaken significant capital works (purple columns below) over the past 4-5 years, and plans to continue to do so for the next 2 years
- While some of these works are funded by capital grants (light purple part of column), Council has also been drawing on its cash reserves (green line), which will have decreased by \$9M (a quarter) between 2020 and 2023
- Cash reserves are forecast to reduce by a further \$6M as a result of ongoing operating deficits (Figure 2) and Council's planned investment in infrastructure (purple columns) guided by the SAMP.
- \$3.1M borrowings (red line) for the solar project, will be repaid over 10 years

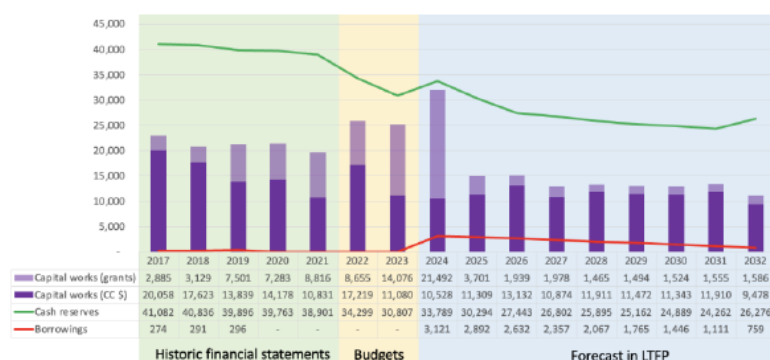


Figure 3: trends in capital works, grants and cash and investments (reserves) in general fund

The forecast level of reserves (down to \$24M in 2031) is not of concern so much as the trend in 'eating into' the reserves which is unsustainable.

Appendix 2 provides a summary of Council's reserves for general fund including the current balance. As noted in section 3, Council is currently reviewing the way it manages such reserves and intends to simplify this in future as far as possible, as well as to establish targets for the minimum amount to be retained.

#### 4.1 Revenues

##### Rates, levies and annual charges

The majority of these revenues (\$11M) come from ordinary (land) rates, including a Special Rate applying only to residential and business land in Canowindra (and only



to be spent in that area) that generates \$240k p.a. Domestic waste charges (\$1.35M p.a.) make up most of the rest, with a small amount (\$75k p.a.) coming from the urban stormwater levy.

In 2022 IPART set the rate peg to 0.7%, with Cabonne receiving an extra 0.2% for a population factor, making it 0.9%. The 2022/2023 budget (in the figures above) has been calculated using 0.9%. However, the Office of Local Government announced in March 2022 that Councils could apply for an Additional Special Variation (ASV) up to 2.5% or the percentage rate peg forecast used in Council's Long Term Financial Plan (which, for Cabonne, was 2%) for the 2022/23 year only.

If IPART approves this application, it will add around \$115,000 of rates revenue in the 2022/2023 financial year, but more importantly, it will generate more than \$1M over 10 years. This scenario is included in section 8.1.

A rate peg of 2.5% p.a. has been assumed beyond this year in the figures above.

#### User charges and fees

The majority of these revenues comes from the road maintenance council contract for works on state roads with Transport for NSW. Historically, revenues have varied from as low as \$3.4M to as high as \$9.1M. Future revenues have been forecast at \$5.2M p.a., considerably less than the \$5.7M average for the past 5 years. Actual revenues will depend on decisions about investments by NSW Government.

Other major ongoing user charges and fees include:

- \$1M for children's services (family day care and after school care), which basically cover the expenses of running these programs
- \$0.7M for non-domestic waste and landfill disposal charges, which are intended to cover the cost of these services, not Council's operations generally
- \$0.4M for regulatory services associated with planning, health and building services (development assessment, building approvals, food safety, etc.), which are generally set by NSW government (i.e. Council cannot simply increase these)

Other sources include caravan parks (\$140-180k p.a.) and cemeteries (\$60-80k p.a.).

It is forecast that the Molong Limestone Quarry will be leased out in the future. It is forecast that \$300k p.a. will again be generated from this from 2023 onwards, once a new lease is established.

Council is also pursuing other opportunities to increase its own-source income.

#### Interest and investments

As can be seen in Figure 3 above, Council's reserves peaked at around \$41M in 2017 and 2018 but are forecast to drop as Council continues to invest in capital works and spend reserves on matching grants, but also due to its ongoing operating deficits (seen

in Figure 2). This, together with a drop in the interest *rate* means that Council's revenues from interest and investments has decreased four fold in recent years (from a peak of \$1.2M in 2016 down to \$0.3M in 2023). This is another major contributor to the current operating deficit.

The reduction in interest due to lower reserves is partially offset because it is forecast that interest rates will increase from 2.2% (currently) to 5.5% (in 10 years).

#### Other revenues

Revenues from sale of electricity and generation certificates (\$500-600k p.a. ongoing) is included from 2024, associated with Council's planned investment in a solar powerplant and battery.

Instead of selling this electricity, Council may choose to offset its own electricity costs. If it does so, this will result in a reduction in 'other expenses' rather than an increase in 'other revenues' as has been assumed.

#### Other income

Council's reported financial performance is impacted by its one-third interest in Central Tablelands Water (CTW). There is little opportunity to influence this (it depends on the operations of CTW) or other elements of 'other income' which mainly includes legal fees recovered as well as rebates. No forecasts have been applied in the LTFP.

#### Grants and contributions

The major *ongoing* grants and contributions for operational purposes, together with assumptions about trends over time are summarised in the table below.

Source	\$000's p.a. 2023	Forecasts and comments
Financial Assistance Grants	5,355	Forecast to continue, but could drop or not be indexed (see 'unsustainable' scenario section 8)
Roads to Recovery	1,100	Forecast to continue.
Regional Rd Block Grant	1,700	Forecast to continue.
Community services operating grants & contributions	807	Includes grants and contributions from users for community transport, HACC, family day care, after school care, libraries, etc. Limited opportunity to increase. Used to fund service delivery, so if grants and contributions ceased, so would expenditure on delivery (unless Council funded this internally).
Environmental weeds	140	Utilised for program delivery (inspect & spray). Will continue, but may decrease over time

Environmental protection	200	Voluntary purchase of flood affected properties.
Operating contributions to roads	125	Cadia mine – voluntary planning agreement, contribution to road maintenance. Continues.
Other	1,000	
TOTAL (approx.)	15,782	

Table 3: summary of ongoing operating grants for general fund

Council often receives various 'one off' grants for specific operational projects. These vary considerably. Historically, total operating grants hit a high of \$15.5M in 2017, and a low of \$8.6M in 2019. While these are more difficult to predict, they are also generally associated with specific expenses, so the net impact on Council's financial performance is negligible.

Grants and contributions for capital purposes are discussed in section 4.3.

## 4.2 Expenses

### Employee benefits and oncosts

Employee benefits and oncosts make up a large portion of overall expenses (42% in 2022/23: Figure 1). This includes wages/salaries, leave entitlements, superannuation, worker's compensation insurance, personal protective equipment, and training.

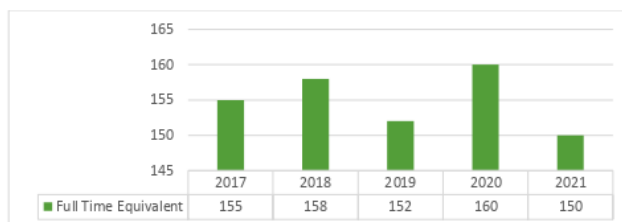
Factors that will impact these expenses over time include:

- State Award increases (+2% p.a. in 2023)
- Superannuation guarantee levy increases (0.5% p.a. 2021 to 2025, i.e. 2% p.a. total)
- Employees progressing through salary steps
- Re-evaluation of positions (changing pay rates)
- Changes in employee numbers overall (additional positions)
- Redundancy and termination payments
- Pay out of leave entitlements
- Training programs
- Investment in safety programs and
- Workers' compensation performance (number and severity of injuries, and rehabilitation), which impacts insurance premiums.

Employee costs fluctuate for many reasons, and this include redundancy and termination payments associated with the restructure (as well as temporary staff backfilling vacant positions), temporary staff associated with the Cabonne Transformation 2025 Program, additional payments for pay out of leave entitlements (to reduce Council's leave liability overall), training and the number of vacancies.

These additional costs are essential investments in the future performance and sustainability of the organisation, but it is important that Council doesn't 'build these costs in' indefinitely. It is forecast that additional costs associated with the Cabonne Transformation 2025 Program (\$160k p.a.) will finish in 2025.

An important measure to monitor over time is the number of full-time equivalent employees (FTEs). The FTE equivalent number is reported in financial statements, however it is important to understand this figure is at a point in time, at the end of the financial year. It is important to note that FTE numbers were lower in past years due to vacancies. The number of FTEs has not actually increased over this time.



Workers' compensation performance is another element of employee costs that is contributing to the increase in employee costs. Premiums are currently \$800k p.a. (higher than they were historically due to a number of large claims), but it is forecast they will drop to \$500k p.a. from 2024, as Council's claims performance improves (claims impact premiums for 3 years) and will stay lower with a continued focus on managing the issue.

A final issue in relation to employee costs that needs monitoring is the number of staff whose time is 'capitalised' (spent on capital works, rather than operations). This has been around \$1.4M p.a. in recent years but will be refined in conjunction with planning for capital works in the SAMP. A further benefit is also gained from the higher capital works in earlier years, as this generates oncosts for administration and reduces employee costs.

The amount of oncosts generated by capital works (which come back into operations and have the effect of reducing employee costs) is something to consider in the modelling, but the net effect should be zero.

For the purposes of this LTFP it has been assumed that employee costs as a whole (not necessarily direct wages) will decrease over the next 3 years from the current peak in 2022/23 to levels more reflective of the 2020/21 year (plus indexation), before increasing for the remaining 7 years at 2% p.a.

It is important to recognise, however, that there is a direct link between employee costs and service levels, so Council needs to strike a balance between the need to meet its financial sustainability objective of minimising operating deficits (see section 3) and meeting community expectations.

#### Materials and contracts

Due to the record low rate peg and as a result of less than expected income, expenses in this section have not been increased for 2022/2023 budget year. Levels of service will be affected in areas of road maintenance, urban maintenance as a direct result.

Typical expenses include fuel for plant operations; contractors for pools, cleaning, road maintenance; consulting services and legal expenses.

Along with employee costs, materials and contracts is the main area that Council has an opportunity to influence in order to reduce the deficit over time. This might be through savings in procurement (joint purchasing, changes to methods), by doing more in-house (without increasing employee costs) and/or by varying service levels (doing less overall).

As can be seen in the details in the historic income statement in Appendix 1, materials and contracts vary considerably from year to year, from \$4.5M in 2019 to \$11.7M in 2020.

This is not only a result of variations in the actual spend on materials and contracts, but also capital works undertaken as oncosts and overheads are recouped on these and accounted for against the materials and contracts area (reducing the expenses overall), and higher plant usage also increases (internal) revenues for this area.

Budgeting for future expenses is more difficult than for employee costs due to the variability in activities undertaken, so it is an area that needs ongoing monitoring to refine forecasts. At present, the 'baseline' expenses are forecast to increase by 2% p.a. from 2025/26 on, but both the amount of that 'baseline' (excluding 'one off projects) and the increases over time need monitoring.

Ongoing expenses of \$100-120k p.a. have been included for Council's planned solar powerplant and battery from 2024.

### Depreciation and amortisation

While depreciation isn't a 'cash' expense, it is an important measure in terms of 'sound financial management' as it represents the 'cost of asset consumption' and so is a good benchmark to compare actual renewal expenditure to long-term asset renewal needs. This issue is discussed further in section 4.3.

Council has invested in many new infrastructure assets in recent years, often funded by grants, which has resulted in an increase in depreciation, but significant increases have been associated with asset revaluations (increasing estimates of asset renewal costs and/or reducing estimates of service lives). This is a strong argument for refining Council's asset management systems, and also for investing in activities to prolong the life of existing assets (e.g. clearing of roadside table drains, resealing of sealed roads).

As can be seen in the details in the historic figures in the income statements in Appendix 1, depreciation expenses have increased from \$8.9M in 2016 to \$11.1M in 2023, an increase of 25% in total (effectively 4% p.a.), which is higher than key components of Council income. This alone has contributed around \$0.4M p.a. to Council's operating deficit *each year* over this period.

Depreciation is assumed to increase by 1% p.a. in this LTFP. This will need to be monitored and reviewed. An additional \$251k p.a. has been added from 2024 related to the solar powerplant plus battery.

### Other expenses

Changes in accounting requirements have resulted in the majority of expenses previously classified as 'other expenses' are now to be reported as 'materials and services' (previously, 'materials and contracts'). The LTFP will be updated next year to reflect this change, but the total amount of these won't change.

Other expenses include expenses such as insurance, rates on Council properties, electricity, donations and assistance to community groups, contributions to other levels of government (RFS and fire brigade levies), memberships, telephone and communications and councillor expenses.

These are generally forecast to increase by 2% p.a. over the next 10 years, although there are some items that could increase more than this. A good example is the increase in the Emergency Services Levy, which increased by \$200k in 2021 (as a result of a change in policy by NSW Government). This effectively consumed the entire \$200k generated by the annual 'rate cap' increase of 2%. A 2018 report commissioned by LGNSW<sup>4</sup> found that cost shifting has had a \$1.5M p.a. impact on Cabonne Council's finances.

As noted under 'other revenues' above, Council's planned investment in a solar powerplant and battery has been assumed to increase its revenues via sale of electricity and generation certificates. However, Council may choose to offset its own electricity costs, in which case 'other expenses' here would decrease.

### Interest on loans

Council currently has no borrowings in general fund. A loan of \$3.14M (@ 5.1% over 10 years) is planned to finance the solar powerplant and battery project.

## 4.3 Infrastructure Investment

As noted in section 3, one of Council's key financial management objectives is investing sustainably and responsibly in its infrastructure. Council has developed a Strategic Asset Management Plan (SAMP) to guide such investment.

The SAMP identifies the key concerns in each asset class and recommends a 10 year capital works program (in section 3.1) that has informed the numbers in this LTFP (shown in 'purchase of infrastructure, property, plant and equipment' in the cashflow statement).

The total capital works forecast over the 10 years is \$165M, while depreciation is forecast at \$119M. While some of the capital works – particularly grant funded works, capital grants are forecast to be \$51M – will involve upgraded and/or new assets, the majority will be the renewal of existing assets.

<sup>4</sup> [https://www.lgnsw.org.au/common/Uploaded%20files/PDF/Cost\\_Shifting\\_Report\\_FINAL.pdf](https://www.lgnsw.org.au/common/Uploaded%20files/PDF/Cost_Shifting_Report_FINAL.pdf)

While such simple comparisons of renewal expenditure against depreciation needs to be approached with caution (the actual amount required depends on the condition of existing assets i.e. the actual renewal needs), the fact that funding exceeds depreciation over the 10 years should provide some added reassurance, in addition to the analysis of renewal needs in the SAMP.



## 5. Water Fund

The water fund only relates to the system servicing Molong, Cumnock and Yeoval. Canowindra, Cudal, Eugowra and Manildra are serviced by Central Tablelands Water (of which Council is a third owner along with Blayney and Weddin Shire Councils). Council also operates a small water supply system servicing Delgany and Mullion Creek, but this is accounted for as part of general fund.

The chart below summarises Council's main operating revenues and expenses for the water fund, based on the 2022/23 budget.

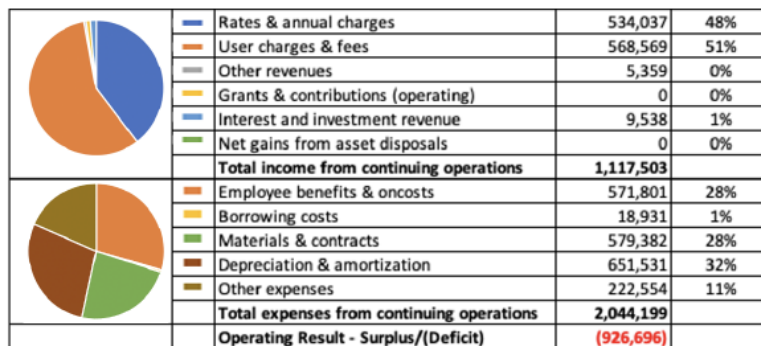


Figure 4: key income and expense items in 2022/23 water fund budget

A deficit of this scale (83% of operating revenues, far higher than the 14% in general fund) is of serious concern. Council is 'spending far more than it earns', which is unsustainable.

As with general fund, it is helpful to take a longer-term view (in Figure 5 below) to put this in perspective, both in terms of contributing factors to the issue and the options Council has available to address it.

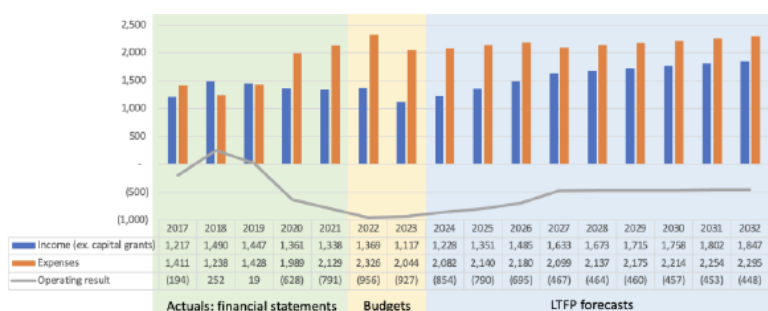


Figure 5: trends in income, expenses and operating result in water fund



The first point of note is the **significant jump in expenses** (orange columns) in 2020, which is forecast to drop back to a degree in 2023 but will largely continue in future. As discussed in section 5.2, the main increases to date are employees and materials and contracts, which increased because Council has recognised it needs to properly manage its water supply infrastructure (the same issue applies to sewerage, as discussed in section 6). Depreciation also increased. In future, the main additional increase on top of these is interest, which goes up with the borrowings to fund some priority capital works projects (as discussed below).

The second point of note is the **steady increase in revenues** (blue columns) between 2022 and 2027, before levelling off. As discussed in section 5.1, this is due to a forecast increase in water supply charges (introduced over several years to lessen the impact). The need for this increase is explained in three different ways below.

The first way to explain the need to increase revenues is to consider the capital works program, reserves and borrowings shown in Figure 6 below.<sup>2</sup> As can be seen:

- Almost all capital works undertaken (blue columns) to renew and/or upgrade water supply infrastructure in recent years was funded by grants (dark blue line)
- Council will need to rely on a 100% grant to fund the \$7M renewal of the pipeline from Molong Creek Dam (this is planned to be done in 2027: it has been delayed so the Regional Water Strategy can be completed first, as it is hoped this will support the case for grant funding as discussed below)
- Through a combination of the increased revenues from higher charges, drawing on cash reserves (green line) and a \$1.5M loan (red line) Council can afford to pay for the other priority projects (renewal of hydrants, works to improve water quality at Molong Water Plant and refurbishment of the low level reservoir) and still have sufficient reserves to cover unforeseen issues.

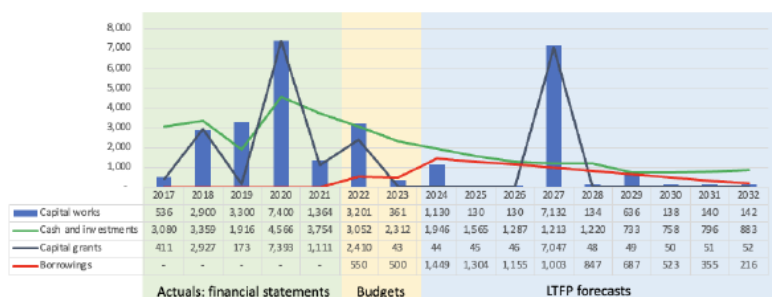


Figure 6: trends in capital works, grants, cash and investments (reserves) and borrowings in water fund

It is important to recognise that securing a 100% grant for the pipeline is far from certain. Council may need to borrow more, increase charges further than what is proposed and draw on more of its reserves (while retaining a minimum amount to ensure it can fund unexpected works if they arise).

<sup>2</sup> Note: actuals from financial statements include estimates of capital expenditure including work in progress.

Another way to explain the need to increase revenues is to consider what is left over – after covering normal operating costs – to pay for capital works projects. This is explained below.

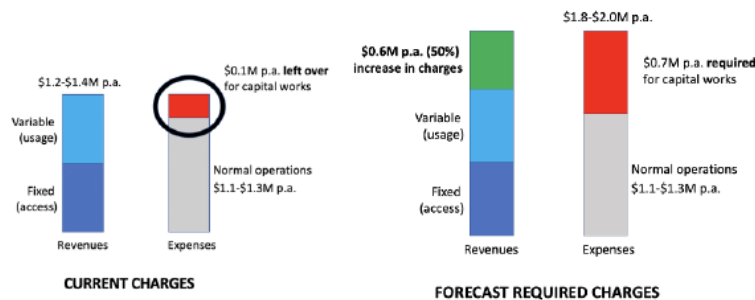


Figure 7: Current and forecast required water supply charges

On the left, it can be seen that Council currently generates \$1.2-\$1.4M p.a. from water charges (it varies depending on usage) but after paying normal operating costs, it only has around \$0.1M p.a. left over to pay for capital works.

So, on the right, Council is forecasting the need to increase charges to increase revenues by around \$0.6M p.a. (a 50% increase) so there is at least \$0.7M p.a. generated for capital works.

It is worth noting that this \$0.7M p.a. is still only 70% of the average \$1M p.a. required over the medium term (Council needs to spend around \$10M on capital works in the next 10 years). It is forecast that Council will need to secure grants and/or borrow to cover the difference, but it obviously needs to be able to repay this debt (and cover the additional interest expenses).

While the \$0.7M p.a. is closer to what is estimated to be required over the long term (the 30 year plan discussed in section 5.3), it is still less: the estimated 30 year funding needed is \$22.4M or \$750k p.a. It is also worth noting that the \$0.7M is about equal to the \$655k in depreciation expenses (which represent the theoretical long term cost over the life of all assets).

A final way to explain this is to consider the *cash result* for 2023. Council is budgeting for an operating deficit of \$926k (Figure 4). After subtracting \$652k of 'non-cash' depreciation expenses, Council is spending \$275k more cash than it earns on operations. But it is then budgeting to spend \$361k on capital works, which means it is using up \$636k of cash (\$275k + \$361k) just in 2023. Given it only has around \$2.3M cash reserves, this is obviously unsustainable.

Council is pursuing grants to bridge the gap (as can be seen in Figure 6, over \$10M has been secured in the last few years) but grants are generally not available simply for renewing existing assets (priorities for grants are generally addressing water security and quality issues, such as the grant obtained for the emergency pipeline from Orange). Most of the works required in future are renewal of existing assets, although the Regional Water Strategy is expected to identify the Molong Creek Dam pipeline

as a critical part of regional water supply network (linking Orange and CTW supplies via Cabonne), which may then mean it qualifies for grant funding. Unfortunately, the Regional Water Strategy is several years from completion, so Council will need to wait, and meanwhile ensure measures are in place the reliability of the pipeline sufficient to maintain services.

Commented [BL1]: Brad review

### 5.1 Revenues

As noted in Figures 4 and 7, revenues for the water fund are made up almost entirely of user charges, including:

- Fixed annual access charges (for the provision of the service) and
- Variable consumption charges (based on the volume of water used).

As discussed below, current charges are already higher than neighbouring utilities, but Council needs to increase them considerably more (\$600k p.a. or 50%) in order to cover normal operating costs *and* pay for priority capital works.

The following information is intended to put the key issues in context by comparing Council's situation with other utilities. It is drawn from the NSW Government local water utility benchmarking website<sup>3</sup>.

Firstly, Council has only 1,150 connected properties, making it the 8<sup>th</sup> *smallest* water supply utility in NSW (out of 82) and just 24% of the size of the median (middle size) water supply utility, which has 4,800 properties. This means Council suffers from a lack of economies of scale. In comparison, Council is the 49<sup>th</sup> smallest general purpose council (out of 128) with a population of 13,600 which is 56% of the median, which has a population of 24,150.

Secondly, the current replacement cost of Council's water supply assets is \$36,542 per assessment, which is the 7<sup>th</sup> *highest* of any water supply utility in NSW. This is more than double the median of \$18,500 per assessment. This means Council owns a lot of assets (dams, pipelines, water treatment plant) for the number of people it is serving.

Thirdly, the cost of operating this infrastructure is \$1,078/property, which is the 13<sup>th</sup> *highest* in NSW and 57% more than the median (at \$687/property). This is in part a reflection of the lack of economies of scale, but also the value of infrastructure.

Finally, the typical residential bill is reported in the benchmarking figures as \$815 in 2019/20, which is the 19<sup>th</sup> *highest* in NSW, 14% higher than the median (at \$718).

However, this typical bill and Council's position relative to other utilities in terms of this needs to be taken cautiously at this stage. Bills vary considerably with consumption (more usage = higher bills). Also, it appears that the figures on the Department's website may not take account of the higher steps for usage (Council's 2019/20 charges in 3 steps based on usage: \$2.4/kL up to 75kL, \$5.8/kL up to 125kL and \$7.7/kL for usage over 125kL).

<sup>3</sup> Refer <https://www.industry.nsw.gov.au/water/water-utilities/lwu-performance-monitoring-data> note that all figures are 19/20. Parkes are based on their 2018/19 figures as their 2019/20 figures aren't on the website.

As an indication, the typical residential bill in 2017/18 (when usage was higher) was \$1,035 (this is based on total revenues from residential properties and number of connections) but dropped to \$790 in 2019/20 (due to lower usage associated with water restrictions). At this stage, it is estimated – based on a year when usage is typical, without major restrictions – that the typical bill is \$1,000 and if Council were to increase charges by 50% as forecast, this will bring the typical residential bill up to around \$1,500. This would be among the highest in NSW (the highest in 2019/20 was Bogan at \$1,346 but in 2018/19 it was Hay at \$1,936 – Hay didn't report in 2019/20 but Bogan was \$1,517).

**In summary,** Council's water supply function is smaller, has more assets and higher operating costs than most other utilities in the state. The typical residential bill isn't 'out of step' with other utilities at present, but the forecast increases of 50% would put the typical residential bill among the highest in NSW. Figure 8 presents this graphically and includes figures from some neighbouring utilities for the 2019/20 year.



Figure 8: Comparisons with neighbouring water supply utilities and NSW median

The figure below considers the issue of water usage (which impacts the bill). It appears that water usage is lower in Cabonne supply areas than in neighbouring areas although 2019/20 was particularly low due to drought restrictions. Even in previous years, though, it appears that usage is still lower than Orange or Central Tablelands. Further investigation is required, but it appears it may be due to the number of bores and tanks in use in Molong.

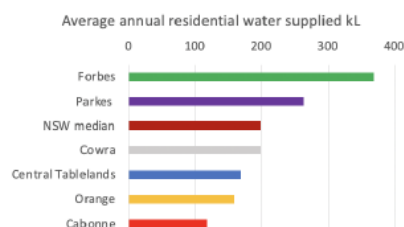


Figure 9: Comparisons with neighbouring water supply utilities and NSW median for water supplied

As a consequence, Council's usage charges – which are already higher than neighbours (in \$/kL) – need to be higher still because there is less water being used overall.

While 'best practice' is for local water utilities to promote water saving initiatives, this works against efforts to improve financial sustainability because it reduces revenues. One way to encourage water saving is price signals: for small utilities under 4,000 connected properties like Cabonne, the target is to raise 50% of revenues from usage charges (Council meets this).

There is obviously more work to be done on pricing both in terms of assumptions about typical usage (considering variability due to restrictions), the split between fixed and variable charges, and the charges at each step (and number of steps) for usage.

The table below summarises the increases forecast as being required for planning purposes in this LTFP. Assuming CPI at 2% alongside the 10% increases over 5 years (i.e. 8% net increase over CPI p.a.) the cumulative increase (allowing for the increases to compound each year) works out to an effective increase of 50% in charges over and above CPI.

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Access charges	3.5%	10%	10%	10%	10%	2.5%	2.5%	2.5%	2.5%	2.5%
Usage charges	3.5%	10%	10%	10%	10%	2.5%	2.5%	2.5%	2.5%	2.5%

Table 6: Forecast increases required in water charges

## 5.2 Expenses

The 'standard' assumptions about operating expenses (such as indexation over time for CPI) in the water fund are comparable to those in the general fund, and so the same assumptions (i.e. those detailed in section 4.2) still apply generally.

As noted above, though, the biggest drivers of the significant jump in expenses in 2020 were increased employee costs and materials and contracts.

This was, initially, driven by the emergency works associated with the drought, but these expenses have mostly been 'built in' to the budget in future because Council has recognised that it needs to properly manage its water supply infrastructure in order to manage the considerable risks associated with it, including both system reliability

as well as regulatory compliance. There will also be some 'knock on' effects of moving Cumnock and Yeoval to a potable (drinking water quality) supply and away from the previous non-potable supply. However, expenses have been adjusted down by \$120,000 p.a. from 2027 on to account for the fact that it is expected that needs will drop off, at least to some extent, in future.

The work currently being undertaken to increase Council's asset management capability (in section 4 of the SAMP) will position Council well to manage these assets as efficiently and effectively as possible. But it is not envisaged that expenses will decrease significantly over time. As explained in section 5.1, operating costs are at the high end relative to neighbouring utilities but this, at least in part, reflects Cabonne's lack of economies of scale (it is 9<sup>th</sup> smallest in NSW) and also asset value (it is 7<sup>th</sup> highest in terms of asset value).

The final point in relation to expenses is the \$1.5M in loans to fund capital works will increase operating expenses (due to interest) in future by a variable amount, around \$30k p.a. As discussed in section 7, if interest rates were to double (to 4%) this would impact Council's ability to achieve its objectives.

### 5.3 Infrastructure Investment

The SAMP identifies the key concerns in relation to water supply infrastructure and recommends a capital works program (in section 3.1 of the SAMP) that has informed the numbers in this LTFP (shown in 'purchase of infrastructure, property, plant and equipment' in the cashflow statement).

As noted above, the total capital works program for water is around \$10M over 10 years. The actual timing of projects may vary (e.g. replacement of the pipeline from Molong Creek Dam, estimated at \$7M, is proposed to be delayed so it is informed by the Regional Water Supply Strategy and therefore may be eligible for grant funding), but it is not anticipated the total value will be much lower than is estimated. In fact, a further \$1M in capital works – renewal of mechanical and electrical equipment at Molong Water Treatment Plant – is forecast as required in 2033.

The cost is unlikely to decrease, but what may change is the grants received, although as noted above the projects Council needs to undertake (mostly renewal of ageing assets) are generally not eligible for grants. It is worth noting that the best way for Council to support its case for grant assistance is undertaking detailed asset and financial planning (i.e. the SAMP and this LTFP) and preparing an Integrated Water Cycle Management Strategy (which is being done in collaboration with Central Tablelands Water and Orange City Council, i.e. the Regional Water Strategy).

In addition to providing estimates for future capital expenditure, the SAMP also includes a long term (30 year) asset and financial plan, summarised below.



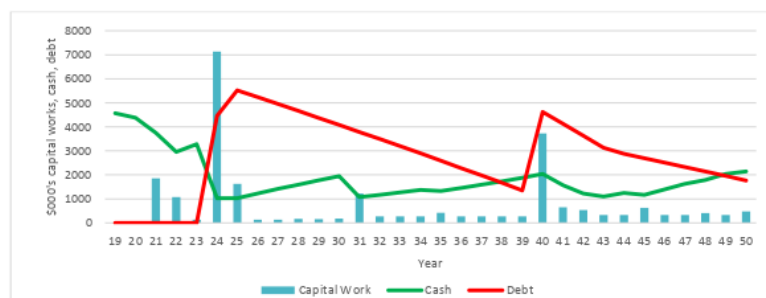


Figure 10: 30 year asset and financial plan for water supply

The numbers in this 'long term' (30 year) plan should align with those in this 'medium term' (10 year) LTFP (Figure 9 above should be the same as Figure 6), but this is still a work in progress. The 30 year plan was produced some time ago, prior to the latest work on this LTFP, and is done in a different computer program in a different way (in current year dollars, no CPI). Alignment will improve over time as the SAMP and this LTFP are refined.

The key issue to note is the importance of the long term view: as can be seen above, the 'peaks and troughs' in capital works (blue columns) required over the next 30 years are massive. These determine the financial strategy (borrowings required and sustainable long term pricing) in addition to any changes in operating expenses.

## 6. Sewer Fund

The sewer fund covers all systems in the Cabonne LGA. Historically, Council operated two separate sub-funds within this:

- 'Cabonne sewer' for the older systems of Canowindra, Eugowra and Molong
- 'Small towns sewer' for the newer systems of Cudal, Cumnock, Manildra and Yeoval.

Upon completion of the 20 year period over which the 'small towns sewer' system was paid for by residents of these villages, there is no longer a need to maintain this distinction and so the funds can be combined via a resolution of Council.

The figure below summarises Council's main operating revenues and expenses for the sewer fund, based on the 2022/23 budget.

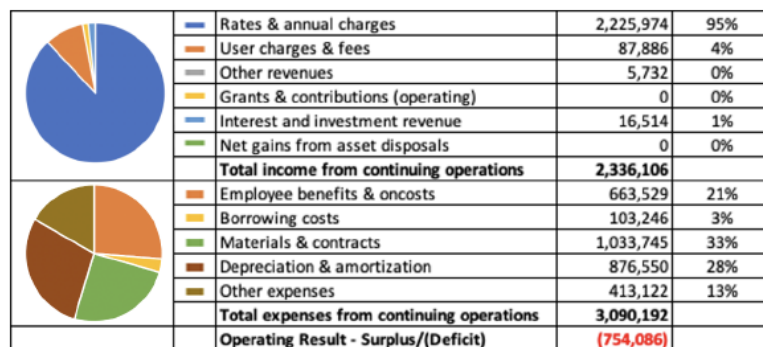


Figure 11: key income and expense items in 2022/23 sewer fund budget

While this deficit (32% of operating revenues) is less than the water fund in percentage terms, it is again of serious concern. Figure 12 provides the longer term view of the situation.

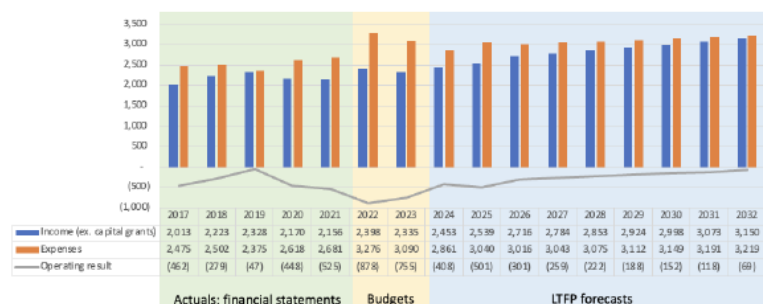


Figure 12: trends in income, expenses and operating result in sewer fund



The situation is very similar to the water fund in terms of both contributing factors and options available to Council to address it.

There has been less of a pronounced jump in **expenses** (orange columns) in recent years than with water – the increase has been more gradual, other than the works planned in 2021/22 – but again it is associated with increases in employee costs and materials and contracts, as Council has devoted resources to properly managing its sewerage infrastructure. Further discussion is in section 6.2.

There is a similar steady increase in **revenues** (blue columns) associated with the forecast increases in charges between 2022 and 2027. It is important to note that because of the significant differences in the current charges between towns, the increases will not impact all communities in the same way. Further discussion is in section 6.1.

The need for increases in sewerage charges will be explained in the same manner as water, but even a quick comparison between Figure 13 (below) and the corresponding Figure 6 (for water) shows there is quite a different story to be told. As can be seen:

- Council has spent a little more in previous years on capital works (blue columns) for sewerage than it has for water supply
- Council plans to spend a considerable amount (over \$3M) in the current and following years on priority capital works discussed in the SAMP
- In order to retain sufficient cash reserves (green line), Council intends to fund some of these works with \$1.8M in new borrowings (red line)
- It intends to pay these borrowings off within 10 years, during which time it will also build up its reserves considerably (to around \$3.8M).

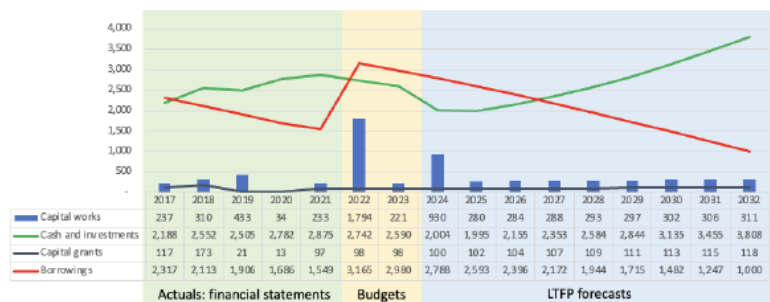


Figure 13: trends in capital works, grants, cash and investments (reserves) and borrowings in sewer fund

As with water, this needs review in conjunction with Council nominating a specific minimum amount it wants in reserve in each fund in its financial sustainability objectives. Here, it may be possible to borrow less and use more of its reserves.

As with water, another way to explain the need to increase revenues is to consider what is left over – after covering normal operating costs – to pay for capital works projects. This is explained below.

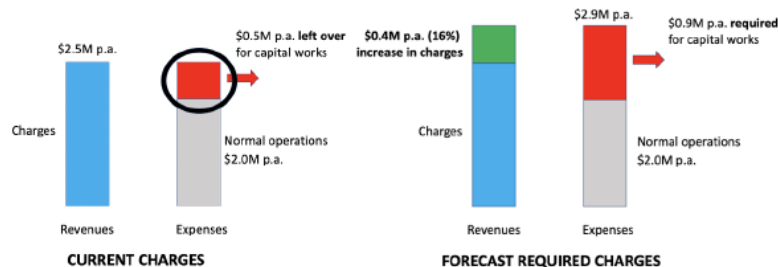


Figure 14: Current and forecast required sewerage charges

On the left, it can be seen that Council currently generates \$2.5M p.a. from sewerage charges (only non-residential charges include a usage component, so there is far less variation from year to year) but after paying normal operating costs, it only has around \$0.5M p.a. left over to pay for capital works.

So, on the right, Council is proposing to increase charges to increase revenues by around \$0.4M p.a. (a 16% increase) so there is at least \$0.9M p.a. generated for capital works.

Council is only forecasting that it will need to spend \$3.5M on capital work over the medium term (10 year time horizon in this LTFP). This means it will be building up its reserves (as could be seen in the green line in Figure 13).

But as can be seen in Figure 17 in section 6.3, Council is forecasting that it will spend all of these reserves (down to the minimum amount it is comfortable with) when it replaces Canowindra Sewage Treatment Plant in about 15 years' time and the Molong Sewage Treatment Plant in about 25 years' time *and* fund the remainder of these projects with borrowings. The capital works required over 30 years is estimated at \$29.5M, which works out to an average of \$0.98M p.a. (more than the \$0.9M p.a. that will be generated based on what is shown in Figure 14).

It is also worth noting the \$0.9M is close to the \$877k in depreciation expenses (which represents the theoretical long term cost over the life of all assets).

As with water, Council will of course pursue grants to reduce the need to fund major projects. The first step in this process is the strategic planning regarding options for the replacement and necessary upgrades (to meet modern environmental requirements) to the Canowindra Sewage Treatment Plant. As noted in the SAMP, this will be undertaken as part of the preparation of the new Integrated Water Cycle Management Strategy.

### 6.1 Revenues

As noted in Figures 11 and 14, revenues for the sewer fund are made up almost entirely of user charges. These are primarily fixed annual access charges (for the provision of the service), but also include variable consumption charges (based on the

volume of water used, as this is an indication of what goes down the sewer) for non-residential properties.

As with water, it is useful to put the key issues in context by comparing Council's situation with other utilities. It is drawn from the NSW Government local water utility benchmarking website<sup>4</sup>. This information is also presented graphically in Figure 16.

Firstly, Council has 2,209 connected properties, which is more than water because it covers the entire local government area, making it the 33<sup>th</sup> *smallest* water supply utility in NSW (out of 87) and bringing it closer (65% of) the median (middle size) utility which has 3,394 connected properties. This means Council suffers from some lack of economies of scale, but nowhere near as much as it does in relation to water supply.

Secondly, the current replacement cost of Council's water supply assets is \$17,221 per assessment, which is the 32<sup>th</sup> *highest* of any water supply utility in NSW. This is close to the median of \$16,354 per assessment.

Thirdly, the cost of operating this infrastructure is \$754/property, which is the 9<sup>th</sup> *highest* in NSW and 40% more than the median (at \$539/property). This is largely a reflection of the fact that Council has seven separate systems to operate and maintain. Unfortunately, the number of sewage treatment plans per utility isn't reported as part of the water utility monitoring data, but this is certainly among the most systems operated by any NSW council.

Finally, the typical residential bill is reported in the benchmarking figures as \$706 in 2019/20, which is the 40<sup>th</sup> *highest* in NSW, only \$1 higher than the median.

However, this typical bill and Council's position relative to other utilities in terms of this again needs to be taken cautiously, but for different reasons than water. As can be seen in Figure 15 below (which is based on 2020/21 figures, not 2021/22), charges vary considerably between towns. Villages in the '4 towns' scheme pays the same amount, which is \$10 (1%) less than what is paid in Canowindra, but Eugowra pays \$87 (10%) less Molong pays \$267 (30%) less than Canowindra.

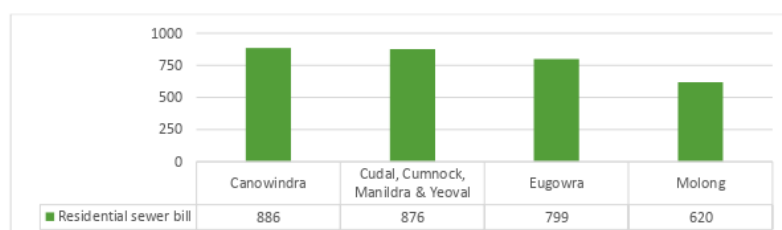


Figure 15: Sewerage charges in each town (for 2020/21)

<sup>4</sup> Refer <https://www.industry.nsw.gov.au/water/water-utilities/lwu-performance-monitoring-data> note that figure for Parkes are based on their 2018/19 figures as their 2019/20 figures aren't on the website.

This means that while current charges for the Cabonne local government area as a whole are in the middle of the range compared to neighbouring utilities and NSW as a whole, they are not all the same amount.

Council has identified the need to increase its revenues to cover its operating costs and fund priority capital works identified in the SAMP over the long term. It makes sense – given the service provided in each town is basically the same – to generate the increase in revenues required, firstly, from harmonising charges (bringing all towns up to the same level as Canowindra). The majority of the extra revenues will come from Molong (charges here are far lower and there are more customers). A final increase to all towns is forecast to be required once charges are harmonised to bring revenues up to a sustainable level. The increases forecast as being required in this LTFP are summarised below. Note that the first year of charge increases at Molong occurred last year, with 3 years remaining.

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Molong	11.25%	11.25%	11.25%	7%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Eugowra	3.5%	4%	3%	7%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
4 towns	3.5%	2%	3%	7%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Canowindra	3.5%	2%	2%	7%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%

Table 7: Forecast required increases in sewerage charges

Assuming CPI of 2% p.a., the effective increase over current charges in Canowindra is 5%. To compare this 'apples with apples' against the 2019/20 benchmarking data, the increase in 2020/21 (2%) needs to be subtracted. This means the typical bill across Cabonne would be \$913, which would place Council 16<sup>th</sup> highest in NSW, 30% higher than the \$705 median.

**In summary**, Council's sewerage function is small, but not as small as its water supply. The value of its assets are 'mid range', but the cost of operating them is 40% higher than the median, largely due to the fact that Council has to operate seven separate systems. The forecast 5% increase in charges will mean Council's bill is 30% higher than the median.



Figure 16: Comparisons with neighbouring sewerage utilities and NSW median

## 6.2 Expenses

The 'standard' assumptions about operating expenses (such as indexation over time for CPI) in the sewer fund are comparable to those in the general fund, and so the same assumptions (i.e. those detailed in section 4.2) still apply generally.

As noted above, though, the biggest drivers of increased expenses in recent years were increased employee costs and materials and contracts. The majority of these expenses have been 'built in' to the budget in future because Council has recognised that it needs to properly manage its sewerage infrastructure in order to manage the considerable risks associated with it, including both system reliability as well as regulatory compliance.

The work currently being undertaken to increase Council's asset management capability (in section 4 of the SAMP) will position Council well to manage these assets as efficiently and effectively as possible. But it is not envisaged that expenses will decrease significantly over time. As explained in section 6.1, operating costs are at the high end relative to neighbouring utilities but this, at least in part, reflects the fact that Council has to operate and maintain seven separate sewerage systems.

One issue that is raised in the SAMP and is worth mentioning here is the high cost of maintaining the grinder pumps in the 4 towns system: this is costing \$200k+ p.a. and is expected to do so into the future.

## 6.3 Infrastructure Investment

The SAMP identifies the key concerns in relation to sewerage infrastructure and recommends a capital works program (in section 3.1 of the SAMP) that has informed

the numbers in this LTFP (shown in 'purchase of infrastructure, property, plant and equipment' in the cashflow statement).

As noted above, the total capital works program for sewer is only \$3.5M over 10 years (average \$350k p.a.) but is estimated at \$29.5M over 30 years (average \$980k p.a.), the main projects being the renewal of Canowindra and Molong Sewage Treatment Plants, which is forecast to occur in 15 and 25 years' time.

The estimates for these works may change significantly. This is why it is important to undertake the strategic planning necessary to consider and evaluate the options, and to identify the best way forward in a new Integrated Water Cycle Management Strategy.

Undertaking the strategic planning work will also help with grant applications for support in funding these projects. Unlike water (which was focused on renewals) the projects here do involve a considerable degree of upgrades to the assets (the new plants will need to meet strict environmental requirements) and so the likelihood of securing grants is greater. However, given the timing of the forecast works is longer term, Council cannot assume that it will be able to secure grant assistance at that time.

While there are certainly a number of unknowns in the sewer area, the forecast required approach (raising charges in Molong, and to a lesser extent Eugowra, gradually over the next 4 years) will give time to firm up the asset and financial planning considerably. This will then be available to the elected Council at that time to help them making informed decisions about increasing charges to a sustainable level.

The long term (30 year) asset and financial plan from the SAMP is summarised below.

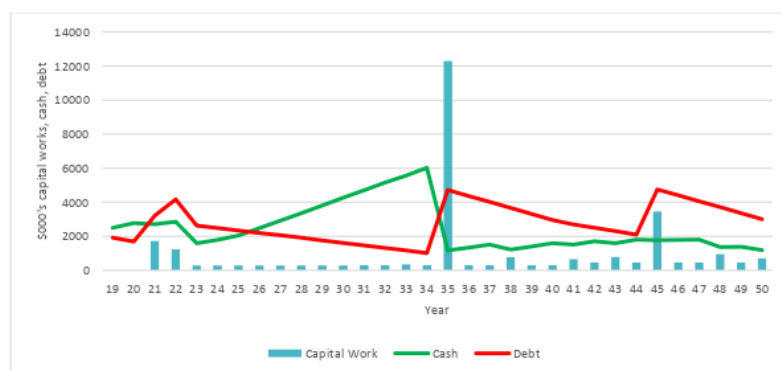


Figure 17: 30 year asset and financial plan for sewerage

As with water, the numbers in this 'long term' (30 year) plan should align with those in this 'medium term' (10 year) LTFP (Figure 17 above should be the same as Figure 13), but this is still a work in progress. The 30 year plan was produced some time ago, prior to the latest work on this LTFP, and is done in a different computer program in a

different way (in current year dollars, no CPI). Alignment will improve over time as the SAMP and this LTFP are refined.

The key issue to note is the importance of the long term view: as can be seen above, the 'peaks and troughs' in capital works (blue columns) required over the next 30 years are massive. These determine the financial strategy (borrowings required and sustainable long term pricing) in addition to any changes in operating costs.

It explains why Council is proposing to build up considerable reserves in its sewer fund over the next 10 years, and to increase charges to do so.

## 7. Sensitivity Analysis

The table below provides an indication of the impacts of key parameters on Council's ability to achieve its financial sustainability objectives (in section 3), particularly the minimising operating deficits and maintaining cash reserves, over the next 10 years.

This section should perhaps be called 'risk' not 'sensitivity' analysis, because the issues explored here are the ones considered most likely to present a risk to Council's objectives.

The key reason for highlighting them is to reinforce the need for ongoing monitoring. The format of this LTFP (showing 5 years of actuals as well as forecast results) is intended to help with these monitoring efforts.

Parameter (and change)	10 year impact on Financial Sustainability Objectives (operating deficit and maintaining cash reserves)
<b>Higher employee costs</b> (an additional 0.5% p.a. increase over 10 years)	<p>An extra 0.5% p.a. increase in employee costs on the \$12M or so 'baseline' would only add \$60k to Council's operating expenses in a single year.</p> <p>But compounded over 10 years it would add \$0.5M p.a., which pushes the operating deficit beyond the 5% target.</p> <p>The increased costs, year on year, would reduce Council's cash reserves by \$2.7M in 10 years.</p> <p>As discussed in section 4.2, it is forecast that Council's worker's compensation performance will improve once the impact of previous claims (which runs for 3 years) is past. But the impact of <i>not</i> improving performance is significant: an additional \$200k to \$300k p.a. operating deficit, which equates to \$2M to \$3M less cash reserves in 10 years.</p>
<b>Higher depreciation expenses</b> (additional 0.5% p.a. increase over 10 years)	<p>A similar increase on the \$10.3M baseline for depreciation over and above what is forecast would increase Council's operating deficit in 10 years by a similar amount (around \$0.5M p.a. but because it isn't a cash expense, it wouldn't impact the cash reserves).</p> <p>The key implication, though, is that higher depreciation suggests capital works needs will be higher over the longer term. The NSW Roads and Transport Directorate produce construction cost forecasts for roadworks (Council's largest area of spend in general fund) which can provide insights into the issue (the average increase over 10 years was forecast at 2.1% p.a. in the latest publication in 2020), but it is not known what the impact of the pandemic is on these.</p> <p>As noted in section 4.2, depreciation expenses have actually increased by 4% p.a. over the 4 years to 2020, which itself added \$0.5M p.a. to the operating deficit.</p>



<b>Higher materials and contracts</b>	<p>The impacts of higher year on year increases here would be similar to that for employees, but the 'baseline' is about half the size (\$6M rather than \$12M).</p> <p>As discussed in section 4.2, the amount of capital works undertaken significantly impacts materials and contracts, too, because it generates overheads that offset costs.</p>
<b>Higher borrowing costs for water supply and sewerage</b> (4% interest not 2%)	<p>As discussed in section 5.2, an interest rate of 2% has been forecast, but if it doubled to 4%, the additional interest charges would double, but this would only add \$30k p.a. to the operating deficit given the relatively low levels of borrowings that are forecast. If Council doesn't secure a capital grant for the \$7M Molong Creek Dam pipeline, it will be far more exposed to interest rate changes.</p>
<b>Higher electricity</b>	<p>Council spends around \$400k p.a. on electricity, so higher costs would have some impacts. The renewable energy initiative is intended to reduce Council's risks here, and in fact to create a new revenue stream to reduce the deficit.</p>
<b>Cost shifting from other levels of government</b>	<p>Council's expenditure is increased by 'cost shifting' from other levels of government. The example given in section 4.2 was the recent \$200k p.a. increase in the Emergency Services Levy which basically consumed the entire 'rate cap' increase, but there are a range of other issues that could result in increased expenses for Council.</p>
<b>Austerity approach by NSW and Australian governments</b>	<p>This issue is largely explored in section 8.2 (the 'austerity scenario') but is considered here more broadly.</p> <p>As noted in Figure 1, operating grants and contributions totalled \$11.4M (37%) of Council's operating revenues in the 2021/22 budget. If Council was to lose a significant portion of this income (either through a 'one-off' change or through gradual decreases over time, it would have a significant impact on its operating deficit).</p> <p>As discussed in section 4.3, Council has also forecast it will continue to secure considerable grants for capital works including specific grants for road and bridge projects and the Resources for Regions program (these are summarised in Table 5). Without these grants, Council would need to fund these works by drawing on its own cash reserves. As discussed in the SAMP, the road and bridge projects nominated need to be done (they are 'have to haves') and so Council's reserves would potentially decrease by over \$10M.</p> <p>As discussed in section 4.2, the majority of user fees and charges are also derived from NSW government for works on state roads as well as support for children's services. While, without the grants funding the activities, Council would simply cease these operations, it would lose the economies of scale they create and so reduce its financial sustainability overall.</p>

Table 8: Key parameters for sensitivity or 'risk' analysis

## 8. Alternative Scenarios

Five alternatives to the 'base case' scenario discussed in sections 4, 5 and 6 (and presented as actual financial statements in Appendix 1) are considered in this section:

- a scenario exploring the impacts of Council's application for a 1.1% additional special variation not being approved by IPART
- an 'austerity' scenario, which explores the impact of reductions in grants from higher levels of government
- a 'premium levels of service for roads' scenario, which explores the impact of increasing the level of investment in maintenance and capital works on roads to address what are considered to be some of the main areas of concern, and
- a 'smaller increase in charges' scenario for the water fund, showing that Council cannot afford to continue to operate without the increases proposed in section 5, and
- a 'half grant' scenario also for water fund, showing that revenues will be insufficient to fund replacement of the \$7M Molong Creek Dam pipeline if it only secures a grant for half of it, meaning the proposed increases in section 5 would need to be far higher.

Future revisions of this LTFP (and the SAMP that accompanies it) will need to update and reconsider these scenarios. Further scenarios for Council's water and sewer funds will also need exploring such as:

- changes in water usage and consequent impacts on revenues
- changes in capital cost of projects as well as trends in operating expenses
- increases in grants to support the delivery of major projects.

### 8.1 No Additional Special Variation Scenario

In March 2022, the Office of Local Government announced that councils would be able to apply to IPART for an 'additional special variation' in 2022/23 only.<sup>5</sup> This was in response to feedback from the industry that the 0.7% rate peg set by IPART didn't reflect the true cost increases faced by NSW councils.

Under the guidelines, Cabonne is eligible to apply for an additional 1.1% special variation, which is equivalent to around \$115,000 p.a.

This will increase Council's income by around \$115,000 p.a. compared to what was shown at Figure 2. Given that Council is already facing challenges in relation to minimising its operating deficits, it is obviously vital that the revenues that can be secured from the additional special variation aren't lost, too.

Over 10 years, the cumulative impacts of the lost revenues on Council's cash and investments (shown in Figure 3) will be over \$1M (10 x \$115k p.a.). Again, given Council is already facing challenges with maintaining reserves, it can't afford this.

For these reasons, Council will be lodging an application with IPART to secure the additional special variation.

<sup>5</sup> Refer: <https://www.olg.nsw.gov.au/council-circulars/22-03-guidelines-for-additional-special-variation-asv-process-for-2022-23/>

## 8.2 Austerity Scenario

This scenario highlights Council's vulnerability in the event of austerity measures by other levels of government. It is based on the 2021/22 LTFP rather than the current (2022/23) figures, but it remains applicable in terms of understanding the potential scale of the impacts on Council. The items that differed from the base case are:

- No indexation of Financial Assistance Grants (FAGs) to account for CPI
- No local roads grants beyond 2023
- Reduction in work on state roads (from \$3.5M to \$2.4M p.a.).

Figures 18 and 19 highlight the impact of this scenario on Council's operating deficit and cash reserves over 10 years (refer to Figures 2 and 3 of the 2021 LTFP for the base case versions of these).

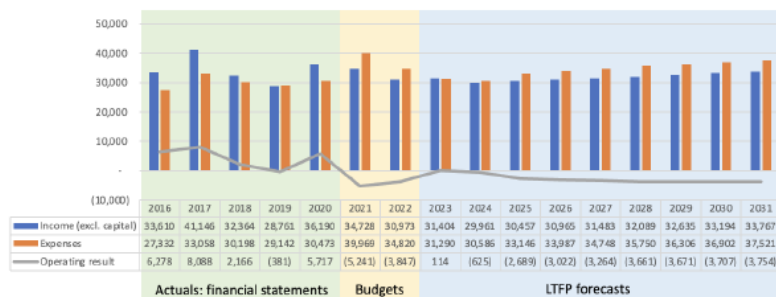


Figure 18: trends in income, expenses and operating result in general fund – Austerity Scenario

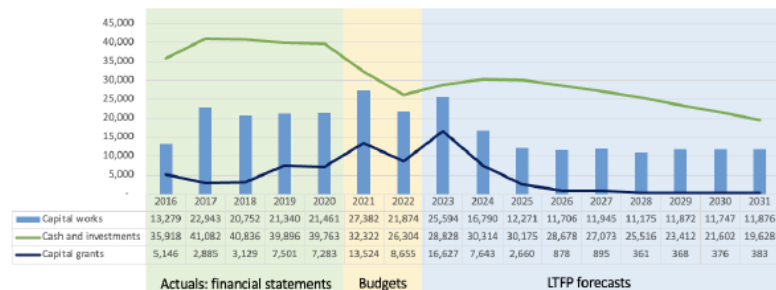


Figure 19: trends in capital, grants and cash and investments (reserves) in general fund – Austerity Scenario

In summary, if these revenues were to cease:

- Council's financial performance (operating deficit) would deteriorate by around \$2.3M p.a. in 10 years and
- Council's financial position (level of cash reserves) in 10 years would deteriorate by around \$18M.

This reinforces how critical these revenues are, and how reliant Council is on these for its sustainability.

### 8.3 Premium Levels of Service for Roads Scenario

The SAMP includes an overview of key issues with Council's road network now and in future. In summary, it proposes that Council focus on *maintaining existing assets* (in particular, clearing table drains, resealing sealed roads and prioritising resources for unsealed roads on those carrying more traffic) *not upgrading or building new assets*.

However, this Scenario has been prepared to explore the financial implications of Council pursuing a program to deliver 'premium' levels of service from its road network. It is again based on figures from the 2021 LTFP.

Key activities in this Scenario that differ from the base case are summarised in Table 9 below.

Activity	Current level of service in Base Case	Higher level of service in Scenario
<b>Increasing maintenance grading of unsealed (gravel) roads in rural areas</b>	Council currently spends \$1.5M to \$1.8M p.a. on grading to maintain its 1,000km of unsealed rural roads. The SAMP recommends Council review the length it maintains, and define affordable levels of service, prioritised based on road hierarchy (traffic, school bus routes, etc.). At present, most roads are graded at least once a year (some more), but the focus is only the pavement (running surface). The SAMP recommends focusing on clearing table drains and improving the formation shape, even if that means less ground can be covered. The LTFP includes an additional \$0.5M p.a. to pay for this (as well as \$0.2M p.a. for vegetation/tree clearing).	If Council increased the maintenance budget by a further <b>\$0.5M p.a.</b> (on top of the \$0.5M + \$0.2M p.a. in the LTFP), it could – for example – avoid reducing the length of roads it maintains or increase service levels on other roads (number of grades per year). The first priority (in early years) would still be clearing table drains and improving the formation shape. It is highly likely Council will need to add extra gravel (extra re-sheeting) at the same time, too.
<b>Increasing gravel re-sheeting of unsealed roads</b>	Council currently spends around \$1M p.a. on gravel re-sheeting, which (at \$3,000/km) is enough to re-sheet 33km p.a. This isn't enough to keep up with gravel loss across the network (which is the key reason the SAMP recommends Council review the length it maintains).	If Council allocated an additional <b>\$0.5M p.a.</b> to the gravel re-sheeting budget, it would be able to re-sheet another 16km of roads p.a. (160km over 10 years). This would mean Council has a better chance of keeping up with gravel loss across the network, but priorities will still be based on traffic, etc.
<b>Extending the sealed road network</b>	Council has historically devoted significant funds to extending the sealed road network (sealing unsealed roads). The SAMP proposes to limit this considerably, only sealing where there is a business case to do so (e.g. a road carrying high volumes of heavy traffic and/or that a school bus route and/or a road safety issue).	If Council was to continue the practice of sealing of unsealed roads, the most efficient way to do so would be to seal roads after they have been gravel re-sheeted. If Council aimed to seal 10km of unsealed roads p.a. (100km over 10 years), this cost would cost around \$50,000/km so a budget of <b>\$0.5M p.a.</b> would be required.

<b>Widening high priority sealed roads</b>	<p>Council has historically devoted significant funds (grants + Council money) to widening its sealed road network, much of which is very narrow (less than 6m wide).</p> <p>Widening improves road safety and increases agricultural productivity (it opens up the network to higher mass limit vehicles, B-doubles).</p> <p>The SAMP proposes to limit these upgrades because Council needs to focus first on maintaining what it has: a \$17M program, that will take 7+ years to complete, is required just for the higher traffic rural roads (spending very little on lower traffic roads or urban roads).</p>	<p>If Council wanted to widen high priority sealed rural roads, the most cost effective way to do so would be to widen them at the same time they are repaired (heavy patching and resealing works undertaken).</p> <p>Of the 400km of higher traffic rural roads, 316km are earmarked for repairs (heavy patching and/or reseals) over the next 7 years. Of this, 268km are 6m wide or less.</p> <p>Not all would be 'high priority', but if Council aimed to widen say 20km p.a. (200km over 10 years), this would cost say \$150,000/km (note: some roads would be far more). A budget of <b>\$3M p.a.</b> would be required, noting \$/km budgets will vary.</p>
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Table 9: Key elements of the 'higher level of service for roads' scenario

For the purposes of this Scenario, it is forecast that this program would cease after 10 years, at which time Council would consider progress to date and the need to continue it into the future. As noted above, this would potentially deliver around 160km of extra gravel re-sheeting, 100km of gravel roads sealed and 200km of sealed roads widened.

It is important to recognise that although the annual spend is \$4.5M, the work is a mix of operations (maintenance grading) and capital works (other activities) and so the impact on Council's finances is more complex than simply needing to find \$45M (\$4.5M x 10 years).

It is assumed, firstly, that whatever funding is required, it will need to come from Council's own resources, as all grant opportunities are already being taken up as they arise.

It is also assumed that Council can draw on \$12M of its reserves, since the \$37M forecast to be available in 10 years (Figure 3) is likely to be more than the minimum target Council defines in its financial sustainability objectives (section 3). This will leave \$25M in reserve.

Drawing \$12M from reserves will reduce interest revenues by around \$0.6M p.a. (increasing the operating deficit beyond the 5% target). Raising a (say) \$15M loan over 20 years early on in the program will add another (say) \$0.5M in interest to be covered in the early years. In total, these effects are forecast to require **\$1M p.a.** in revenues to offset them. While the interest on loans will decrease over time, Council is already forecasting an operating deficit of around \$1.5M p.a. in 10 years, so these funds could close that gap in future.

Depreciation costs of the new assets created will (by the end of 10 years, when complete) be around **\$1.5M p.a.** and net increase in maintenance costs perhaps another **\$150k p.a.**

Together with the **\$0.5M p.a.** for additional maintenance grading, the total additional revenues required is in the order of **\$3.15M p.a.** or \$31.5M over 10 years (note that

this, plus the \$12M from reserves, is around the total amount actually being spent, \$45M but the way it is accounted for isn't that simple).

Currently, Council generates \$10.8M p.a. in ordinary rates (section 4.2), so **in order to generate an additional \$3.15M p.a., a special rate variation of say 29% would be required.**

This scenario helps put in perspective the scale of the issues Council is grappling with across its road network, some potential priorities for higher service levels, the outcomes that could potentially be achieved via a longer term program and the potential budgets and additional revenues that would be required (most likely via rate increases) to do so.

#### 8.4 Smaller Increases for Water Rates Scenario

As discussed in section 5, it is forecast that Council will need to increase its water charges by 50% to fund increased operational expenses and priority capital works.

This scenario explores the implications of only increasing charges by half this amount (25% over 4 years), presenting the same information as in Figures 5 and 6, but with the lower revenues. Note that unlike scenarios 8.2 and 8.3, figures are based on the 2022 (current) LTFP.

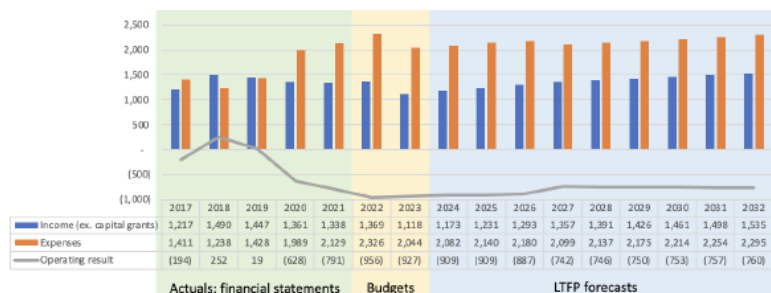


Figure 20: trends in income, expenses and operating result – Smaller Increase Water Charges Scenario

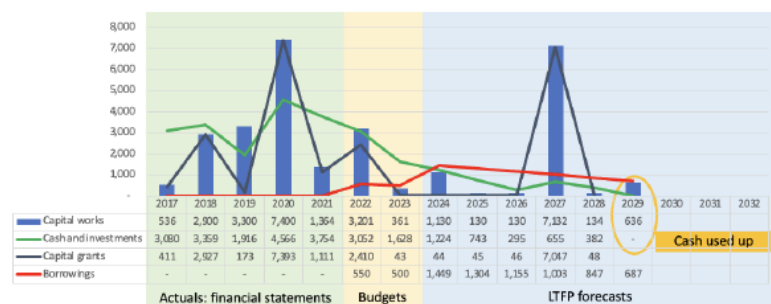


Figure 21: trends in capital, grants and cash reserves – Smaller Increase Water Charges Scenario

Basically, the forecast is that Council would 'run out of money' (exhaust its cash reserves) in 2029, largely because of the large operating deficit (Council wouldn't have enough to pay operating costs), but also because of even the small (\$636k) project to refurbish the low level reservoir and undertake some other minor projects. As discussed in section 5, this is assuming the \$7M renewal of the pipeline from Molong Creek Dam is funded 100% by grants, which is far from certain. Even if Council was to increase its borrowings (to preserve its cash reserves), the reserves would be 'eaten up' by higher interest charges.

#### 8.5 Half Grant Half Loan for Pipeline Scenario

As discussed in section 5, it is far from certain that Council will secure a grant for the replacement of the Molong Creek Dam pipeline. This scenario explores the implications of Council only gaining half of the \$7M grant even while increasing charges the full amount (50% over 4 years) proposed in section 5.1. It presents the same information as in Figures 5 and 6, but with a \$3.5M grant and a \$3.5M loan. Note that figures are based on the 2022 (current) LTFP.

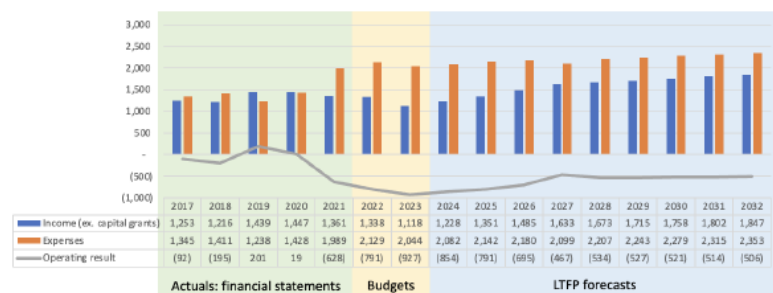


Figure 22: trends in income, expenses and operating result – Half Grant Loan for Pipeline Scenario

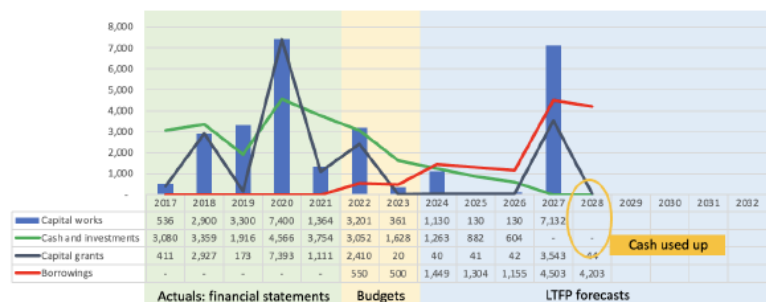


Figure 23: trends in capital, grants and cash reserves – Half Grant Loan for Pipeline Scenario

Basically, the forecast is that Council would 'run out of money' (exhaust its cash reserves) in 2028 even if it borrows the money for its half share of the pipeline, and even with the additional \$250k p.a. from higher charges, because it cannot afford to repay the \$3.5M loan including both principal and interest.

### Appendix 1: Financial Statements for BASE CASE

#### Notes:

- All figures in \$000's
- Historic actual figures in income statement and balance sheet (statement of financial position) are taken from annual financial statements (historic cashflows are not included as this isn't reported separately by fund in statements)
- "Total Capital Works" line at bottom of page:
  - Historic from Note 9 or equivalent in financial statements (doesn't include works in progress)
  - Budget/forecast from cashflow statement



	Historic Actuals					Budget				Forecast						
GENERAL FUND INCOME STATEMENT	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Rates & Annual Charges	11,009	13,316	11,696	11,797	12,362	12,723	12,878	13,200	13,530	13,868	14,215	14,570	14,935	15,308	15,691	16,083
User Charges & Fees	12,206	7,636	6,388	6,649	5,544	5,747	7,240	6,640	6,773	6,908	7,046	7,187	7,331	7,478	7,627	7,780
Other Revenues	565	576	415	621	476	450	794	1,418	1,401	1,391	1,381	1,373	1,365	1,358	1,378	1,399
Grants & Contributions: Operating	15,517	11,162	8,597	11,142	11,343	11,419	10,179	10,407	10,615	10,827	11,044	11,265	11,490	11,720	11,954	12,193
Grants & Contributions: Capital Purposes	2,885	3,129	7,501	7,283	8,816	8,635	14,076	21,492	3,701	1,939	1,978	1,465	1,494	1,524	1,555	1,586
Interest and investment revenue	1,120	1,017	1,076	782	292	293	323	331	339	349	360	449	467	489	514	540
Net Gains Asset Disposals	729	478	242	833	725	300	300	306	312	318	325	331	338	345	351	359
Rental income (in user chgs til 2020)	-	-	-	-	377	125	153	160	463	473	482	492	501	512	522	531
Joint Ventures & Associated Entities - Gain	-	179	357	3,989	197	-	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	44,031	35,493	36,262	43,473	39,680	39,740	45,950	54,257	37,143	36,082	36,841	37,142	37,932	38,744	39,602	40,482
TOTAL INCOME (ex. Capital)	41,146	32,364	28,761	36,190	30,864	31,085	31,874	32,765	33,443	34,143	34,863	35,677	36,438	37,220	38,047	38,897
Employee Benefits & On-Costs	11,085	10,652	10,700	11,111	13,207	13,060	15,387	15,079	14,325	14,182	14,466	14,755	15,050	15,351	15,658	15,971
Borrowing Costs	25	9	16	1	-	1	1	167	153	139	123	107	90	72	53	33
Materials & Contracts	8,288	6,099	4,479	5,336	5,837	6,670	5,477	4,400	6,081	6,203	6,326	6,454	6,584	6,716	6,751	6,988
Depreciation & Amortisation	8,855	9,110	9,421	9,790	10,933	10,383	11,109	11,474	11,588	11,704	11,821	11,939	12,059	12,179	12,301	12,424
Other expenses	4,805	4,328	4,526	4,295	4,578	4,817	4,359	4,446	4,535	4,626	4,718	4,813	4,909	5,007	5,107	5,209
TOTAL EXPENSES: Continuing Operations	33,058	30,198	29,142	30,473	34,555	34,931	36,333	35,566	36,683	36,854	37,454	38,068	38,692	39,326	39,870	40,625
Net Operating Result for the Year	10,973	5,295	7,120	13,000	5,125	4,808	9,617	18,691	461	(772)	(614)	(927)	(760)	(582)	(269)	(143)
OPERATING SURPLUS/DEFICIT exc. Capital	8,088	2,166	(381)	5,717	(3,691)	(3,847)	(4,450)	(2,801)	(3,290)	(2,710)	(2,591)	(2,392)	(2,254)	(2,106)	(1,824)	(1,720)

GENERAL FUND BALANCE SHEET	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Cash & Cash Equivalents	5,082	1,316	1,235	2,763	7,901	9,300	2,000	4,981	2,170	2,196	2,198	2,141	2,086	2,007	2,029	4,043
Investments	36,000	39,500	38,500	37,000	31,000	30,967	28,778	28,778	28,094	25,221	24,579	23,790	23,052	22,858	22,210	22,210
Receivables	2,382	3,808	4,111	1,492	1,402	1,717	2,187	2,288	2,043	2,043	2,077	2,119	2,144	2,186	2,227	2,282
Inventories	941	936	973	987	870	710	657	605	679	667	690	695	701	707	712	718
Contract assets	-	-	-	3,078	2,521	2,521	2,521	2,521	2,521	2,521	2,521	2,521	2,521	2,521	2,521	2,521
Other	108	115	104	86	75	111	95	85	101	99	105	107	110	112	114	116
Total Current Assets	44,513	45,695	44,923	45,406	43,769	39,326	36,238	39,258	35,608	32,747	32,170	31,307	30,614	30,391	29,813	31,890
Investments	-	-	-	-	-	32	29	30	30	26	25	24	24	24	23	23
Receivables	783	1,149	1,056	864	692	1,098	1,104	1,112	1,123	1,133	1,144	1,155	1,166	1,178	1,190	1,202
Inventories	215	41	41	41	41	32	32	33	33	33	33	33	33	33	33	33
Infrastructure, Property, Plant & Equipment	473,916	485,647	491,724	487,611	498,756	508,713	521,727	541,185	543,514	545,814	545,763	546,113	545,920	545,497	545,043	544,060
Intangible Assets	74	139	99	137	173	173	173	173	173	173	173	173	173	173	173	173
Investments Accounted using equity method	20,324	24,213	24,761	29,113	29,548	29,548	29,548	29,548	29,548	29,548	29,548	29,548	29,548	29,548	29,548	29,548
Other	282	282	282	282	282	282	282	282	282	282	282	282	282	282	282	282
Total Non-Current Assets	495,594	511,471	518,174	518,048	529,492	539,878	552,895	572,363	574,703	577,009	576,968	577,328	577,146	576,735	577,292	575,321
TOTAL ASSETS	540,107	557,166	563,097	563,454	573,261	579,204	589,133	611,621	610,311	609,756	609,138	608,635	607,760	607,126	607,105	607,211
Payables	2,913	4,670	3,399	5,291	3,167	5,567	5,191	4,872	5,393	5,362	5,579	5,682	5,788	5,895	6,005	6,117
Borrowings	274	291	297	-	-	-	-	249	261	275	289	303	319	335	352	370
Contract liabilities	-	-	-	1,086	4,089	2,649	3,203	4,190	1,912	1,721	1,720	1,753	1,722	1,756	1,791	1,830
Provisions	3,919	3,950	3,655	3,157	3,460	3,660	3,760	3,968	4,186	4,415	4,653	4,904	5,165	5,436	5,702	6,015
Total Current Liabilities	7,106	8,911	7,351	9,534	10,716	11,876	12,154	13,279	11,752	11,773	12,241	12,642	12,994	13,422	14,168	14,932
Payables	50	55	58	58	60	37	37	38	38	38	38	38	38	38	38	38
Borrowings	-	-	(1)	-	-	-	-	2,872	2,631	2,357	2,068	1,764	1,446	1,111	759	389
Provisions	1,617	1,626	1,631	1,632	2,777	2,777	2,778	2,780	2,781	2,782	2,783	2,785	2,786	2,787	2,788	2,790
Total Non-Current Liabilities	1,667	1,681	1,668	1,690	2,837	2,814	2,815	5,690	5,450	5,177	4,889	4,587	4,270	3,936	3,585	3,217
TOTAL LIABILITIES	8,773	10,592	9,019	11,224	13,553	14,690	14,969	18,969	17,202	16,950	17,130	17,229	17,264	17,358	17,753	18,149
Net Assets	531,334	546,574	554,058	552,230	559,708	564,514	574,164	592,652	593,109	592,806	592,008	591,406	590,496	589,768	589,352	589,062
Retained Earnings	301,936	310,941	318,252	330,923	336,286	341,094	350,714	369,231	369,688	369,385	368,587	367,985	367,075	366,347	365,931	365,641
Revaluation Reserves	229,398	235,633	235,806	221,307	223,421	223,420	223,421	223,421	223,421	223,421	223,421	223,421	223,421	223,421	223,421	223,421
Total Equity	531,334	546,574	554,058	552,230	559,708	564,514	574,164	592,652	593,109	592,806	592,008	591,406	590,496	589,768	589,352	589,062
TOTAL CAPITAL WORKS	22,943	20,752	21,340	21,461	19,647	25,874	25,156	32,020	15,010	15,071	12,852	13,376	12,966	12,867	13,465	11,064

	Budget		Forecast								
GENERAL FUND CASHFLOW STATEMENT	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Cash Flows from Operating Activities</b>											
<b>Receipts:</b>											
Rates & Annual Charges	12,727	12,875	13,193	13,523	13,861	14,208	14,533	14,927	15,300	15,683	16,075
User Charges & Fees	5,685	7,249	6,636	6,773	6,909	7,047	7,188	7,332	7,478	7,628	7,781
Investment & Interest Revenue Received	293	340	314	353	357	358	448	465	485	512	524
Grants & Contributions	20,741	24,737	32,777	12,324	12,686	12,839	13,116	12,811	13,126	13,389	13,656
Other	898	535	1,915	1,848	1,847	1,847	1,847	1,849	1,852	1,882	1,913
<b>Payments:</b>											
Employee Benefits & On-Costs	(13,327)	(15,222)	(14,867)	(14,098)	(13,944)	(14,217)	(14,496)	(14,780)	(15,069)	(15,065)	(15,366)
Materials & Contracts	(5,496)	(5,835)	(4,619)	(5,716)	(5,845)	(6,198)	(6,404)	(6,533)	(6,664)	(6,698)	(6,934)
Borrowing Costs	-	-	(167)	(153)	(139)	(123)	(107)	(90)	(72)	(53)	(33)
Other	(4,828)	(4,378)	(4,494)	(4,487)	(4,629)	(4,675)	(4,784)	(4,880)	(4,977)	(5,077)	(5,178)
<b>Net Cash from Operating Activities</b>	<b>16,693</b>	<b>20,302</b>	<b>30,688</b>	<b>10,367</b>	<b>11,103</b>	<b>11,086</b>	<b>11,341</b>	<b>11,101</b>	<b>11,459</b>	<b>12,201</b>	<b>12,438</b>
<b>Cash Flows from Investing Activities</b>											
<b>Receipts:</b>											
Sale of Investment Securities	-	2,442	-	684	2,873	642	849	678	194	648	-
Sale of Infrastructure, Property, Plant & Equipment	1,033	1,111	1,421	1,409	1,396	1,414	1,432	1,451	1,470	990	1,009
<b>Payments:</b>											
Purchase of Infrastructure, Property, Plant & Equipment	(25,874)	(25,156)	(32,020)	(15,010)	(15,071)	(12,852)	(13,376)	(12,966)	(12,867)	(13,465)	(11,064)
<b>Net Cash from Investing Activities</b>	<b>(24,841)</b>	<b>(21,603)</b>	<b>(30,598)</b>	<b>(12,917)</b>	<b>(10,801)</b>	<b>(10,796)</b>	<b>(11,095)</b>	<b>(10,837)</b>	<b>(11,203)</b>	<b>(11,827)</b>	<b>(10,055)</b>
<b>Cash Flows from Financing Activities</b>											
<b>Receipts:</b>											
Proceeds from Borrowings & Advances	-	-	3,140	-	-	-	-	-	-	-	-
<b>Payments:</b>											
Repayment of Borrowings & Advances	-	-	(249)	(261)	(275)	(289)	(303)	(319)	(335)	(352)	(370)
<b>Net Cash from Financing Activities</b>	<b>-</b>	<b>-</b>	<b>2,891</b>	<b>(261)</b>	<b>(275)</b>	<b>(289)</b>	<b>(303)</b>	<b>(319)</b>	<b>(335)</b>	<b>(352)</b>	<b>(370)</b>
<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>(4,600)</b>	<b>(1,300)</b>	<b>2,981</b>	<b>(2,811)</b>	<b>27</b>	<b>1</b>	<b>(57)</b>	<b>(55)</b>	<b>(79)</b>	<b>22</b>	<b>2,013</b>
Plus: Cash & Cash equivalents - beginning of year	7,901	3,300	2,000	4,981	2,170	2,196	2,198	2,141	2,086	2,007	2,029
<b>Cash &amp; Cash Equivalents - end of the year</b>	<b>3,300</b>	<b>2,000</b>	<b>4,981</b>	<b>2,170</b>	<b>2,196</b>	<b>2,198</b>	<b>2,141</b>	<b>2,086</b>	<b>2,007</b>	<b>2,029</b>	<b>4,043</b>
Investments - end of the year	31,000	28,778	28,778	28,094	25,221	24,579	23,730	23,052	22,858	22,210	22,210
<b>Total Cash at End of Year</b>	<b>34,300</b>	<b>30,778</b>	<b>33,759</b>	<b>30,264</b>	<b>27,417</b>	<b>26,777</b>	<b>25,871</b>	<b>25,138</b>	<b>24,865</b>	<b>24,239</b>	<b>26,253</b>
<b>Representing:</b>											
- External Restrictions	14,581	14,481	11,872	11,651	11,131	10,915	10,699	10,982	11,266	11,550	11,834
- Internal Restrictions	13,006	14,368	19,330	16,549	14,461	13,372	12,284	12,295	11,806	10,818	11,829
- Unrestricted	6,713	1,929	2,557	2,064	1,825	2,490	2,888	1,861	1,793	1,871	2,590
<b>TOTAL CASH</b>	<b>34,300</b>	<b>30,778</b>	<b>33,759</b>	<b>30,264</b>	<b>27,417</b>	<b>26,777</b>	<b>25,871</b>	<b>25,138</b>	<b>24,865</b>	<b>24,239</b>	<b>26,253</b>

	Historic Actuals				Budget				Forecast											
WATER FUND INCOME STATEMENT	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032				
Rates & Annual Charges	435	465	513	505	507	543	534	587	546	711	782	801	821	842	863	885				
User Charges & Fees	695	886	856	674	540	787	569	625	688	757	832	853	875	896	919	942				
Other Revenues	4	4	4	5	8	7	5	6	6	7	8	8	8	8	9	9				
Grants & Contributions: Operating	12	63	6	118		14	-	-	-	-	-	-	-	-	-	-				
Grants & Contributions: Capital Purposes	2,927	3,286	7,393	1,111	1,133	43	20	40	41	42	7,042	44	45	45	46	47				
Interest and investment revenue	71	72	68	59	13	18	10	10	10	10	10	11	11	11	11	11				
Total Income from Continuing Operations	4,144	4,776	8,840	2,472	2,201	1,412	1,137	1,269	1,392	1,527	8,675	1,717	1,760	1,803	1,848	1,894				
TOTAL INCOME (ex. Capital)	1,217	1,490	1,447	1,361	1,068	1,369	1,117	1,228	1,351	1,485	1,633	1,673	1,715	1,758	1,802	1,847				
Employee Benefits & On-Costs	206	298	342	527	531	685	572	583	595	607	619	631	644	657	670	683				
Borrowing Costs	-	-	-	-	-	11	19	16	35	31	27	28	19	15	11	7				
Materials & Contracts	578	307	319	673	501	546	579	591	603	615	507	517	528	538	549	560				
Depreciation & Amortisation	530	537	648	661	668	655	652	665	677	691	705	719	734	748	763	779				
Other expenses	97	96	119	128	109	429	223	227	231	236	241	246	251	256	261	266				
TOTAL EXPENSES: Continuing Operations	1,411	1,238	1,428	1,989	1,899	2,326	2,044	2,082	2,140	2,180	2,099	2,137	2,175	2,214	2,254	2,295				
Net Operating Result for the Year	2,793	3,538	7,412	483	302	(913)	(907)	(813)	(749)	(653)	6,575	(420)	(416)	(411)	(406)	(401)				
OPERATING SURPLUS/DEFICIT ex. Capital	(194)	252	19	(628)	(831)	(956)	(927)	(854)	(790)	(695)	(467)	(464)	(460)	(457)	(453)	(448)				
WATER FUND BALANCE SHEET	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032				
Cash & Cash Equivalents	3,359	1,916	4,566	4,382	3,754	3,052	2,312	1,946	1,565	1,287	1,213	1,220	733	758	796	883				
Receivables	628	2,739	566	595	595	445	511	369	410	450	494	551	556	570	584	614				
Contract assets	-	-	-	11	435	635	835	835	835	835	835	835	835	835	835	835				
Other	-	8	-	-	-	5	4	4	4	4	3	3	3	3	4	4				
Total Current Assets	3,987	4,663	5,132	4,988	4,634	4,203	3,520	3,195	2,854	2,620	2,602	2,615	2,141	2,180	2,234	2,336				
Investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Receivables	54	49	69	77	66	74	57	63	70	75	84	86	88	91	93	95				
Infrastructure, Property, Plant & Equipment	28,642	30,837	35,927	36,780	37,862	37,986	37,695	38,160	37,612	37,051	43,478	42,892	42,794	42,184	41,561	40,924				
Total Non-Current Assets	28,696	30,886	35,996	36,857	37,928	38,060	37,752	38,223	37,682	37,127	43,562	42,978	42,882	42,275	41,654	41,019				
TOTAL ASSETS	32,683	35,549	41,128	41,845	42,562	42,263	41,272	41,418	40,535	39,748	46,164	45,593	45,023	44,455	43,888	43,355				
Payables	173	2,212	63	112	210	274	240	251	264	277	270	276	282	288	295	301				
Borrowings	-	-	-	-	-	50	51	145	149	152	156	160	164	168	173	177				
Total Current Liabilities	173	2,212	63	112	210	324	291	396	413	429	426	436	446	456	463	478				
Borrowings	-	-	-	-	-	500	449	1,304	1,155	1,003	847	687	523	355	216	109				
Total Non-Current Liabilities	-	-	-	-	-	500	449	1,304	1,155	1,003	847	687	523	355	216	109				
TOTAL LIABILITIES	173	2,212	63	112	210	824	740	1,700	1,568	1,432	1,273	1,123	969	811	650	517				
Net Assets	32,510	33,337	41,065	41,733	42,352	41,439	40,533	39,718	38,968	38,316	44,891	44,470	44,055	43,644	43,238	42,838				
Retained Earnings	14,310	17,848	25,260	25,743	26,045	25,132	24,226	23,411	22,661	22,009	28,584	28,163	27,748	27,337	26,931	26,531				
Revaluation Reserves	18,200	15,489	15,805	15,990	16,307	16,307	16,307	16,307	16,307	16,307	16,307	16,307	16,307	16,307	16,307	16,307				
Total Equity	32,510	33,337	41,065	41,733	42,352	41,439	40,533	39,718	38,968	38,316	44,891	44,470	44,055	43,644	43,238	42,838				
TOTAL CAPITAL WORKS	35	115	115	148	3,201	779	361	1,130	130	130	7,132	134	636	138	140	142				

	Budget		Forecast								
<b>WATER FUND CASHFLOW STATEMENT</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>
<b>Cash Flows from Operating Activities</b>											
<b>Receipts:</b>											
Rates & Annual Charges	476	533	593	652	718	789	804	824	844	865	887
User Charges & Fees	532	519	586	645	709	780	839	860	881	903	926
Investment & Interest Revenue Received	18	10	10	10	10	10	11	11	11	11	11
Grants & Contributions	45	28	36	41	42	7,035	51	44	45	46	47
Other	7	5	6	6	7	8	8	8	8	9	9
<b>Payments:</b>											
Employee Benefits & On-Costs	(685)	(572)	(583)	(595)	(607)	(619)	(631)	(644)	(657)	(670)	(683)
Materials & Contracts	(487)	(610)	(588)	(600)	(612)	(525)	(515)	(525)	(535)	(546)	(557)
Borrowing Costs	(11)	(19)	(16)	(35)	(31)	(27)	(23)	(19)	(15)	(11)	(7)
Other	(369)	(225)	(227)	(231)	(236)	(242)	(246)	(250)	(255)	(261)	(266)
<b>Net Cash from Operating Activities</b>	<b>(473)</b>	<b>(330)</b>	<b>(184)</b>	<b>(106)</b>	<b>0</b>	<b>7,210</b>	<b>297</b>	<b>308</b>	<b>327</b>	<b>347</b>	<b>367</b>
<b>Cash Flows from Investing Activities</b>											
<b>Receipts:</b>											
Sale of Infrastructure, Property, Plant & Equipment	(779)										
<b>Payments:</b>											
Purchase of Infrastructure, Property, Plant & Equipment		(361)	(1,130)	(130)	(130)	(7,132)	(134)	(636)	(138)	(140)	(142)
<b>Net Cash from Investing Activities</b>	<b>(779)</b>	<b>(361)</b>	<b>(1,130)</b>	<b>(130)</b>	<b>(130)</b>	<b>(7,132)</b>	<b>(134)</b>	<b>(636)</b>	<b>(138)</b>	<b>(140)</b>	<b>(142)</b>
<b>Cash Flows from Financing Activities</b>											
<b>Receipts:</b>											
Proceeds from Borrowings & Advances	575	-	1,000								
<b>Payments:</b>											
Repayment of Borrowings & Advances	(24)	(50)	(52)	(145)	(149)	(152)	(156)	(160)	(164)	(168)	(138)
<b>Net Cash from Financing Activities</b>	<b>551</b>	<b>(50)</b>	<b>948</b>	<b>(145)</b>	<b>(149)</b>	<b>(152)</b>	<b>(156)</b>	<b>(160)</b>	<b>(164)</b>	<b>(168)</b>	<b>(138)</b>
<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>(701)</b>	<b>(740)</b>	<b>(365)</b>	<b>(381)</b>	<b>(278)</b>	<b>(74)</b>	<b>7</b>	<b>(488)</b>	<b>25</b>	<b>39</b>	<b>87</b>
Plus: Cash & Cash equivalents - beginning of year	3,754	3,053	2,312	1,947	1,566	1,288	1,213	1,220	733	758	796
<b>Cash &amp; Cash Equivalents - end of the year</b>	<b>3,053</b>	<b>2,312</b>	<b>1,947</b>	<b>1,566</b>	<b>1,288</b>	<b>1,213</b>	<b>1,220</b>	<b>733</b>	<b>758</b>	<b>796</b>	<b>883</b>

	Historic Actuals						Budget		Forecast									
SEWER FUND INCOME STATEMENT	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032		
Rates & Annual Charges	1,739	1,850	2,083	1,993	2,063	2,144	2,225	2,338	2,421	2,590	2,655	2,721	2,789	2,859	2,931	3,004		
User Charges & Fees	99	144	85	100	76	210	88	92	95	102	104	107	110	112	115	118		
Other Revenues	-	13	7	-	-	5	6	6	6	6	6	6	7	7	7	7		
Grants & Contributions: Operating	111	151	77	30	-	-	-	-	-	-	-	-	-	-	-	-		
Grants & Contributions: Capital Purposes	117	173	21	13	41	98	98	100	102	104	107	109	111	113	115	118		
Interest and investment revenue	64	65	76	47	17	39	17	17	17	18	18	19	19	20	20	21		
Total Income from Continuing Operations	2,130	2,396	2,349	2,183	2,197	2,497	2,434	2,553	2,642	2,820	2,890	2,962	3,035	3,111	3,189	3,267		
TOTAL INCOME (ex. Capital)	2,013	2,223	2,328	2,170	2,156	2,398	2,335	2,453	2,539	2,716	2,784	2,853	2,924	2,998	3,073	3,150		
Employee Benefits & On-Costs	301	448	433	548	541	851	664	677	600	704	718	733	747	762	777	793		
Borrowing Costs	145	133	119	107	94	115	103	98	96	94	79	69	63	56	54	36		
Materials & Contracts	727	629	521	673	808	918	1,034	914	1,076	1,034	1,054	1,075	1,097	1,119	1,141	1,164		
Depreciation & Amortisation	955	999	904	896	871	929	877	877	877	878	878	879	879	880	880	881		
Other expenses	347	293	398	394	367	463	413	295	301	307	313	320	326	333	339	346		
TOTAL EXPENSES: Continuing Operations	2,475	2,502	2,375	2,618	2,681	3,276	3,090	2,861	3,040	3,016	3,043	3,075	3,112	3,149	3,191	3,219		
Net Operating Result for the Year	(345)	(106)	(26)	(435)	(484)	(780)	(657)	(308)	(399)	(196)	(153)	(113)	(77)	(39)	(3)	48		
OPERATING SURPLUS/DEFICIT ex. Capital	(462)	(279)	(47)	(448)	(525)	(866)	(755)	(408)	(501)	(301)	(259)	(222)	(188)	(152)	(118)	(69)		
SEWER FUND BALANCE SHEET	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032		
Cash & Cash Equivalents	2,188	2,552	2,505	2,782	2,785	2,741	2,589	2,003	1,994	2,153	2,351	2,582	2,843	3,134	3,453	3,807		
Receivables	702	733	955	885	940	992	473	495	512	546	560	574	588	603	618	633		
Total Current Assets	2,890	3,285	3,460	3,667	3,725	3,733	3,062	2,498	2,506	2,699	2,911	3,156	3,431	3,737	4,071	4,440		
Investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Receivables	171	161	172	187	180	156	65	68	70	75	77	79	81	83	85	87		
Contract Assets	-	-	-	-	-	-	580	580	580	580	580	580	580	580	580	580		
Infrastructure, Property, Plant & Equipment	45,447	40,497	40,572	40,027	40,178	41,042	40,386	40,439	39,842	39,248	38,658	38,072	37,490	36,912	36,338	35,769		
Total Non-Current Assets	45,618	40,658	40,744	40,214	40,358	41,198	41,031	41,087	40,492	39,903	39,315	38,731	38,151	37,575	37,003	36,436		
TOTAL ASSETS	46,508	43,943	44,204	43,881	44,083	44,931	44,093	43,585	42,998	42,602	42,226	41,887	41,582	41,312	41,074	40,876		
Payables	41	48	18	48	42	54	56	48	53	51	52	52	53	54	54	55		
Borrowings	204	207	219	137	146	184	192	194	197	224	227	229	232	235	247	91		
Total Current Liabilities	245	255	237	185	188	238	248	242	250	275	279	281	285	289	301	146		
Borrowings	2,113	1,906	1,687	1,549	1,403	2,981	2,768	2,594	2,396	2,172	1,945	1,715	1,483	1,247	1,000	909		
Total Non-Current Liabilities	2,113	1,906	1,687	1,549	1,403	2,981	2,768	2,594	2,396	2,172	1,945	1,715	1,483	1,247	1,000	909		
TOTAL LIABILITIES	2,358	2,161	1,924	1,734	1,591	3,219	3,036	2,836	2,646	2,447	2,224	1,996	1,768	1,536	1,301	1,055		
Net Assets	46,150	41,782	42,280	42,147	42,492	41,712	41,057	40,750	40,352	40,155	40,002	39,890	39,814	39,776	39,773	39,821		
Retained Earnings	24,912	24,806	24,780	24,345	23,861	23,081	22,426	22,119	21,721	21,524	21,371	21,259	21,183	21,145	21,142	21,190		
Revaluation Reserves	21,238	16,976	17,500	17,802	18,631	18,631	18,631	18,631	18,631	18,631	18,631	18,631	18,631	18,631	18,631	18,631		
Total Equity	46,150	41,782	42,280	42,147	42,492	41,712	41,057	40,750	40,352	40,155	40,002	39,890	39,814	39,776	39,773	39,821		
TOTAL CAPITAL WORKS	237	310	433	34	223	1,794	221	930	280	284	288	293	297	302	306	311		

	Budget		Forecast								
SEWER FUND CASHFLOW STATEMENT	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Cash Flows from Operating Activities</b>											
<b>Receipts:</b>											
Rates & Annual Charges	2,128	2,223	2,335	2,418	2,585	2,653	2,720	2,788	2,857	2,929	3,002
User Charges & Fees	104	121	71	79	68	91	93	96	98	101	103
Investment & Interest Revenue Received	39	17	17	17	18	18	19	19	20	20	21
Grants & Contributions	98	98	100	102	104	107	109	111	113	115	118
Other	100	6	6	6	6	6	6	6	7	7	7
<b>Payments:</b>											
Employee Benefits & On-Costs	(851)	(664)	(677)	(690)	(704)	(718)	(733)	(747)	(762)	(777)	(793)
Materials & Contracts	(911)	(1,032)	(921)	(1,071)	(1,035)	(1,053)	(1,075)	(1,096)	(1,118)	(1,140)	(1,163)
Borrowing Costs	(114)	(104)	(98)	(96)	(94)	(80)	(69)	(63)	(57)	(54)	(36)
Other	(460)	(414)	(296)	(300)	(307)	(313)	(319)	(326)	(332)	(339)	(346)
<b>Net Cash from Operating Activities</b>	<b>134</b>	<b>252</b>	<b>537</b>	<b>466</b>	<b>641</b>	<b>711</b>	<b>751</b>	<b>787</b>	<b>825</b>	<b>861</b>	<b>912</b>
<b>Cash Flows from Investing Activities</b>											
<b>Payments:</b>											
Purchase of Infrastructure, Property, Plant & Equipment	(1,794)	(221)	(930)	(280)	(284)	(288)	(293)	(297)	(302)	(306)	(311)
<b>Net Cash from Investing Activities</b>	<b>(1,794)</b>	<b>(221)</b>	<b>(930)</b>	<b>(280)</b>	<b>(284)</b>	<b>(288)</b>	<b>(293)</b>	<b>(297)</b>	<b>(302)</b>	<b>(306)</b>	<b>(311)</b>
<b>Cash Flows from Financing Activities</b>											
<b>Receipts:</b>											
Proceeds from Borrowings & Advances	1,794	-	-	-	-	-	-	-	-	-	-
<b>Payments:</b>											
Repayment of Borrowings & Advances	(178)	(184)	(193)	(195)	(197)	(225)	(227)	(230)	(232)	(235)	(248)
<b>Net Cash from Financing Activities</b>	<b>1,616</b>	<b>(184)</b>	<b>(193)</b>	<b>(195)</b>	<b>(197)</b>	<b>(225)</b>	<b>(227)</b>	<b>(230)</b>	<b>(232)</b>	<b>(235)</b>	<b>(248)</b>
<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>(43)</b>	<b>(152)</b>	<b>(586)</b>	<b>(9)</b>	<b>160</b>	<b>198</b>	<b>231</b>	<b>260</b>	<b>291</b>	<b>319</b>	<b>354</b>
Plus: Cash & Cash equivalents - beginning of year	2,785	2,742	2,590	2,004	1,995	2,155	2,353	2,584	2,844	3,135	3,455
<b>Cash &amp; Cash Equivalents - end of the year</b>	<b>2,742</b>	<b>2,590</b>	<b>2,004</b>	<b>1,995</b>	<b>2,155</b>	<b>2,353</b>	<b>2,584</b>	<b>2,844</b>	<b>3,135</b>	<b>3,455</b>	<b>3,808</b>

## Appendix 2: Council Reserves Listing

<b>Internally Restricted Reserves</b>	<b>Forecast Opening Balance</b>	<b>Forecast Closing Balance 2022</b>
Plant & Vehicle Replacement	\$ 751,805	\$ 443,086
Infrastructure Replacement	\$ 997,017	\$ 836,017
Employees Leave Entitlement	\$ 1,268,374	\$ 1,268,374
Budget Contingency	\$ 351,808	\$ 351,808
Capital Works	\$ 2,284,153	\$ 1,537,926
RoadWorks	\$ 4,336,102	\$ 1,849,030
Community Services	\$ 721,013	\$ 721,013
Environment	\$ 126,200	\$ 126,200
Environmental Sustainability	\$ 104,630	\$ 104,630
Gravel Pit Restoration	\$ 496,715	\$ 573,123
Housing	\$ 137,070	\$ 137,070
Limestone Quarry	\$ 1,459,966	\$ 1,459,966
Office Equipment	\$ 157,272	\$ 157,272
Recreation & Culture	\$ 1,607	\$ 1,607
Sewerage	\$ 16,791	\$ 16,791
Village Enhancement	\$ 141,668	\$ 141,668
Insurance Provision	\$ 187,000	\$ 217,000
Future innovation	\$ 116,364	\$ 216,364
Canowindra Retirement Village	\$ 1,183,693	\$ 1,183,693
Age of Fishes	\$ 11,656	\$ 23,312
	<b>\$ 14,852,905</b>	<b>\$ 11,367,950</b>
<b>Externally Restricted Reserves</b>		
Canowindra Town Improvements	\$ 1,682,179	\$ 1,521,056
Canowindra Sports Trust	\$ 19,232	\$ 19,232
Developer Contributions	\$ 999,471	\$ 999,471
RMS Contributions	\$ 433,796	\$ 433,796
Block Grant	\$ 53,145	\$ 53,145
Specific Purpose Grants	\$ 7,041,899	\$ 7,041,899
Water Supplies	\$ 2,064,071	\$ 1,417,264
Water Pipeline Project	\$ 210,996	\$ 210,996
Sewerage Supplies	\$ 430,468	\$ 26,427
Small Town Sewerage Supplies	\$ 2,104,149	\$ 2,298,889
Domestic Waste	\$ 3,874,235	\$ 3,859,303
Storm Water Levy	\$ 477,607	\$ 552,605
	<b>\$ 19,391,247</b>	<b>\$ 18,434,083</b>
<b>TOTAL RESTRICTIONS</b>	<b>\$ 34,244,152</b>	<b>\$ 29,802,033</b>

## Cabonne Council

### General Purpose Financial Statements

for the year ended 30 June 2022

### Statement by Councillors and Management

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Statement by Councillors and Management made pursuant to Section 413 (2c) of the *Local Government Act 1993* (NSW)

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 22 November 2022.

---

Kevin Beatty  
Mayor  
22 November 2022

---

Jamie Jones  
Deputy Mayor  
22 November 2022

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Bradley Bymes  
General Manager  
22 November 2022

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Heather Nicholls  
Responsible Accounting Officer  
22 November 2022



## Cabonne Council

### Special Purpose Financial Statements

for the year ended 30 June 2022

### Statement by Councillors and Management

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#### Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

**The attached Special Purpose Financial Statements have been prepared in accordance with:**

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

**To the best of our knowledge and belief, these statements:**

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

**We are not aware of any matter that would render these statements false or misleading in any way.**

**Signed in accordance with a resolution of Council made on 22 November 2022.**

---

Kevin Beatty  
Mayor  
22 November 2022

---

Jamie Jones  
Deputy Mayor  
22 November 2022

---

Bradley Byrnes  
General Manager  
22 November 2022

---

Heather Nicholls  
Responsible Accounting Officer  
22 November 2022

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## Cabonne Council

GENERAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2022

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*"Cabonne Council is committed to providing sustainable local government to our rural communities through consultation and sound financial management which will ensure equitable resource allocation."*



**Cabonne Council****General Purpose Financial Statements**  
for the year ended 30 June 2022

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## Cabonne Council

### General Purpose Financial Statements

for the year ended 30 June 2022

Statement by Councillors and Management made pursuant to Section 413 (2c) of the *Local Government Act 1993* (NSW)

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 22 November 2022.

Kevin Beatty  
Mayor  
22 November 2022

Jamie Jones  
Deputy Mayor  
22 November 2022

Bradley Bymes  
General Manager  
22 November 2022

Heather Nicholls  
Responsible Accounting Officer  
22 November 2022

Cabonne Council | Income Statement | for the year ended 30 June 2022

## Cabonne Council

## Income Statement

for the year ended 30 June 2022

Original unaudited budget 2022	\$ '000	Notes	Actual 2022	Actual 2021
<b>Income from continuing operations</b>				
15,436	Rates and annual charges	B2-1	15,347	14,932
12,667	User charges and fees	B2-2	9,472	6,160
458	Other revenues	B2-3	1,440	484
11,419	Grants and contributions provided for operating purposes	B2-4	13,913	11,143
8,797	Grants and contributions provided for capital purposes	B2-4	9,227	9,990
350	Interest and investment income	B2-5	231	322
162	Other income	B2-6	556	322
300	Net gain from the disposal of assets	B4-1	–	725
49,589	<b>Total income from continuing operations</b>		<b>50,186</b>	<b>44,078</b>
<b>Expenses from continuing operations</b>				
14,583	Employee benefits and on-costs	B3-1	13,669	14,279
18,931	Materials and services	B3-2	17,623	11,736
133	Borrowing costs	B3-3	129	94
11,968	Depreciation, amortisation and impairment of non-financial assets	B3-4	12,544	12,472
701	Other expenses	B3-5	545	554
–	Net loss from the disposal of assets	B4-1	557	–
46,316	<b>Total expenses from continuing operations</b>		<b>45,067</b>	<b>39,135</b>
3,273	<b>Operating result from continuing operations</b>		<b>5,119</b>	<b>4,943</b>
3,273	<b>Net operating result for the year attributable to Council</b>		<b>5,119</b>	<b>4,943</b>
(5,686)	<b>Net operating result for the year before grants and contributions provided for capital purposes</b>		<b>(4,108)</b>	<b>(5,047)</b>

The above Income Statement should be read in conjunction with the accompanying notes.

Cabonne Council | Statement of Comprehensive Income | for the year ended 30 June 2022

## Cabonne Council

## Statement of Comprehensive Income

for the year ended 30 June 2022

\$ '000	Notes	2022	2021
<b>Net operating result for the year – from Income Statement</b>		<b>5,119</b>	<b>4,943</b>
<b>Other comprehensive income:</b>			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	<b>34,957</b>	3,260
Other comprehensive income – joint ventures and associates		<b>4,754</b>	238
<b>Total items which will not be reclassified subsequently to the operating result</b>		<b>39,711</b>	<b>3,498</b>
<b>Total other comprehensive income for the year</b>		<b>39,711</b>	<b>3,498</b>
<b>Total comprehensive income for the year attributable to Council</b>		<b>44,830</b>	<b>8,441</b>

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

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Cabonne Council | Statement of Financial Position | for the year ended 30 June 2022

## Cabonne Council

## Statement of Financial Position

as at 30 June 2022

\$ '000	Notes	2022	2021
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	C1-1	10,683	14,440
Investments	C1-2	34,000	31,000
Receivables	C1-4	4,226	2,787
Inventories	C1-5	733	870
Contract assets and contract cost assets	C1-6	4,436	2,956
Other		58	75
<b>Total current assets</b>		<b>54,136</b>	<b>52,128</b>
<b>Non-current assets</b>			
Receivables	C1-4	925	938
Inventories	C1-5	41	41
Infrastructure, property, plant and equipment (IPPE)	C1-7	613,398	576,796
Intangible assets	C1-8	125	173
Investments accounted for using the equity method	D2-3	34,725	29,548
Other		282	282
<b>Total non-current assets</b>		<b>649,496</b>	<b>607,778</b>
<b>Total assets</b>		<b>703,632</b>	<b>659,906</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	C3-1	4,242	3,420
Contract liabilities	C3-2	2,998	4,089
Borrowings	C3-3	1,403	146
Employee benefit provisions	C3-4	3,117	3,460
<b>Total current liabilities</b>		<b>11,760</b>	<b>11,115</b>
<b>Non-current liabilities</b>			
Payables	C3-1	65	60
Borrowings	C3-3	–	1,403
Provisions	C3-5	2,426	2,777
<b>Total non-current liabilities</b>		<b>2,491</b>	<b>4,240</b>
<b>Total liabilities</b>		<b>14,251</b>	<b>15,355</b>
<b>Net assets</b>		<b>689,381</b>	<b>644,551</b>
<b>EQUITY</b>			
Accumulated surplus	C4-1	396,065	386,192
IPPE revaluation reserve	C4-1	293,316	258,359
<b>Council equity interest</b>		<b>689,381</b>	<b>644,551</b>
<b>Total equity</b>		<b>689,381</b>	<b>644,551</b>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Cabonne Council | Statement of Changes in Equity | for the year ended 30 June 2022

## Cabonne Council

Statement of Changes in Equity  
for the year ended 30 June 2022

	Notes	2022			2021		
		Accumulated surplus	IPPE revaluation reserve	Total equity	Accumulated surplus	IPPE revaluation reserve	Total equity
<b>\$ '000</b>							
Opening balance at 1 July		386,192	258,359	644,551	381,011	255,099	636,110
<b>Restated opening balance</b>		<b>386,192</b>	<b>258,359</b>	<b>644,551</b>	<b>381,011</b>	<b>255,099</b>	<b>636,110</b>
Net operating result for the year		5,119	–	5,119	4,943	–	4,943
<b>Other comprehensive income</b>							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	–	34,957	34,957	–	3,260	3,260
Joint ventures and associates		4,754	–	4,754	238	–	238
<b>Other comprehensive income</b>		<b>4,754</b>	<b>34,957</b>	<b>39,711</b>	<b>238</b>	<b>3,260</b>	<b>3,498</b>
<b>Total comprehensive income</b>		<b>9,873</b>	<b>34,957</b>	<b>44,830</b>	<b>5,181</b>	<b>3,260</b>	<b>8,441</b>
<b>Closing balance at 30 June</b>		<b>396,065</b>	<b>293,316</b>	<b>689,381</b>	<b>386,192</b>	<b>258,359</b>	<b>644,551</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.



Cabonne Council | Statement of Cash Flows | for the year ended 30 June 2022

## Cabonne Council

## Statement of Cash Flows

for the year ended 30 June 2022

Original unaudited budget 2022	\$ '000	Notes	Actual 2022	Actual 2021
<b>Cash flows from operating activities</b>				
<b>Receipts:</b>				
15,436	Rates and annual charges		15,542	14,995
12,667	User charges and fees		10,136	6,640
350	Interest received		174	489
20,216	Grants and contributions		19,940	24,117
—	Bonds, deposits and retentions received		4	200
458	Other		6,204	6,266
<b>Payments:</b>				
(14,583)	Payments to employees		(16,775)	(11,681)
(22,618)	Payments for materials and services		(20,033)	(16,348)
(133)	Borrowing costs		(130)	(94)
(5,836)	Other		(1,361)	(5,198)
5,957	<b>Net cash flows from operating activities</b>	G1-1	<b>13,701</b>	<b>19,386</b>
<b>Cash flows from investing activities</b>				
<b>Receipts:</b>				
—	Sale of investments		49,750	64,750
—	Sale of real estate assets		299	113
300	Proceeds from sale of IPPE		439	1,403
—	Deferred debtors receipts		111	42
<b>Payments:</b>				
—	Purchase of investments		(49,750)	(58,750)
—	Acquisition of term deposits		(3,000)	—
(24,809)	Payments for IPPE		(15,161)	(22,216)
—	Purchase of intangible assets		—	(78)
(24,509)	<b>Net cash flows from investing activities</b>		<b>(17,312)</b>	<b>(14,736)</b>
<b>Cash flows from financing activities</b>				
<b>Payments:</b>				
145	Repayment of borrowings		(146)	(137)
145	<b>Net cash flows from financing activities</b>		<b>(146)</b>	<b>(137)</b>
(18,407)	<b>Net change in cash and cash equivalents</b>		<b>(3,757)</b>	<b>4,513</b>
14,000	Cash and cash equivalents at beginning of year		14,440	9,927
(4,407)	<b>Cash and cash equivalents at end of year</b>	C1-1	<b>10,683</b>	<b>14,440</b>
34,000	plus: Investments on hand at end of year	C1-2	34,000	31,000
29,593	<b>Total cash, cash equivalents and investments</b>		<b>44,683</b>	<b>45,440</b>

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

## Cabonne Council

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## Cabonne Council

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## A About Council and these financial statements

### A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 22 November 2022. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The principal accounting policies adopted in the preparation of these consolidated financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993 (Act)* and *Local Government (General) Regulation 2005 (Regulation)*, and the Local Government Code of Accounting Practice and Financial Reporting.

Council is a not for-profit entity.

The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

#### **Historical cost convention**

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain infrastructure, property, plant and equipment and investment property.

#### **Significant accounting estimates and judgements**

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

#### **Critical accounting estimates and assumptions**

Council makes estimates and assumptions concerning the future.

The resulting accounting estimates will, by definition, seldom equal the related actual results.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- (i) estimated fair values of infrastructure, property, plant and equipment – refer Note E2-1
- (ii) estimated tip remediation provisions – refer Note C3-5
- (iii) employee benefit provisions – refer Note C3-4

#### **Significant judgements in applying the Council's accounting policies**

- (i) Impairment of receivables

Council has made a significant judgement about the impairment of a number of its receivables – refer Note C1-4b.

### **Monies and other assets received by Council**

#### **The Consolidated Fund**

In accordance with the provisions of Section 409(1) of the Local Government Act 1993 (NSW), all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund.

Cash and other assets of the following entities have been included as part of the Consolidated Fund:

- General purpose operations
- Water service
- Sewerage services
- Age of Fishes Museum and Information Centre

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## A1-1 Basis of preparation (continued)

### The Trust Fund

In accordance with the provisions of Section 411 of the *Local Government Act 1993 (NSW)* (as amended), a separate and distinct Trust Fund is maintained to account for all money and property received by the council in trust which must be applied only for the purposes of, or in accordance with, the trusts relating to those monies.

Trust monies and property subject to Council's control have been included in these reports.

### Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the taxation authority. In this case it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the Statement of Financial Position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities that are recoverable from, or payable to, the taxation authority, are presented as operating cash flows.

### Volunteer services

Council has considered the various forms of volunteer services received and cannot measure the value of the volunteer services reliably. Therefore, volunteer services are not recognised in Other Income and corresponding Other Expenses.

### New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations (ie. pronouncements) have been published by the Australian Accounting Standards Board that are not mandatory for the 30 June 2022 reporting period.

Council has elected not to apply any of these pronouncements in these financial statements before their operative dates.

Council's assessment of these new standards and interpretations (where they have been deemed as having a material impact on Council's future financial performance, financial position and cash flows) are set out below:

#### Pronouncement

AASB 2020-1 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current  
AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current – Deferral of Effective Date

#### Nature of change in accounting policy

This Standard amends AASB 101 to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current. For example, the amendments clarify that a liability is classified as non-current if an entity has the right at the end of the reporting period to defer settlement of the liability for at least 12 months after the reporting period. The meaning of settlement of a liability is also clarified.

#### Effective date

Annual reporting period beginning on or after 1 January 2023 (i.e. year ended 30 June 2024).

#### Expected impact on Council's financial statements

Little impact expected. Council will consider the appropriate classification of liabilities as current or non-current.

#### Pronouncement

AASB 2020-3 Amendments to Australian Accounting Standards – Annual Improvements 2018 - 2020 and Other Amendments

#### Nature of change in accounting policy

This Standard amends AASB 101 to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current. For example, the amendments clarify that a liability is classified as non-current if an entity has the right at the end of the reporting period to defer settlement of the liability for at least 12 months after the reporting period. The meaning of settlement of a liability is also clarified.

#### Effective date

Annual reporting period beginning on or after 1 January 2022 (i.e. year ended 30 June 2023)

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## A1-1 Basis of preparation (continued)

### Expected impact on Council's financial statements

Little or no impact expected.

### Pronouncement

AASB2014-10 Sale or Contribution of Assets between an Investor and its Associate or Joint Venture. AASB2015-10 Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128. AASB 2017-5 Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections

### Nature of change in accounting policy

The amendments address an acknowledged inconsistency between the requirements in AASB10, and those in AASB128 (2011) in dealing with the sale or contribution of assets between an investor and its associate or joint venture. The main consequence of the amendments is that a full gain or loss is recognised when a transaction involves a business (whether it is housed in a subsidiary or not). A partial gain or loss is recognised when a transaction involves assets that do not constitute a business, even if these assets are housed in a subsidiary. AASB2015-10 has delayed the effective date of this standard. AASB 2017-5 defers the effective date of AASB 2014-10 to 1 January 2022

### Effective date

Annual reporting period beginning on or after 1 January 2022 (i.e. year ended 30 June 2023)

### Expected impact on Council's financial statements

Little Impact expected. This will only impact on council where there has been a sale or contribution of assets between the Council and the Joint Venture.

### Pronouncement

AASB 2021-2 Amendments to Australian Accounting Standards – Disclosure of Accounting Policies and Definition of Accounting Estimates [amends AASB 7, AASB 101, AASB 108, AASB 134 & AASB Practice Statement 2]

### Nature of change in accounting policy

This Standard amends a number of standards as follows: AASB 7 to clarify that information about measurement bases for financial instruments is expected to be material to an entity's financial statements; AASB 101 to require entities to disclose their material accounting policy information rather than their significant accounting policies; AASB 108 to clarify how entities should distinguish changes in accounting policies and changes in accounting estimates; AASB 134 to identify material accounting policy information as a component of a complete set of financial statements; and AASB Practice Statement 2 to provide guidance on how to apply the concept of materiality to accounting policy disclosures.

### Effective date

Annual reporting period beginning on or after 1 January 2023 (i.e. year ended 30 June 2024)

### Expected impact on Council's financial statements

No impact on reported financial performance or position.

## New accounting standards adopted during the year

During the year Council adopted all accounting standards and interpretations (as issued by the Australian Accounting Standards Board) which were mandatorily effective from 1 July 2021. None of these standards had a significant impact on reported position performance.

- AASB 2020-8 Amendments to Australian Accounting Standards – Interest Rate Benchmark Reform – Phase 2
- AASB 2020-9 Amendments to Australian Accounting Standards – Tier 2 Disclosures: Interest Rate Benchmark Reform (Phase 2) and Other Amendments
- AASB 2020-7 Amendments to Australian Accounting Standards – COVID-19 Related Rent Concessions: Tier 2 disclosures [AASB 16 and AASB 1060]
- AASB 2021-3 Amendments to Australian Accounting Standards – COVID-19 Related Rent Concessions beyond 30 June 2021
- AASB 1060 General Purpose Financial Statements – Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities – note: not relevant for Councils and early adopted at 30 June 2021 for JOs.

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### A1-1 Basis of preparation (continued)

- AASB 2020-2 Amendments to Australian Accounting Standards – Removal of Special Purpose Financial Statements for Certain For-Profit Private Sector Entities – note: not relevant for Councils or JOs
- AASB 2021-1 Amendments to Australian Accounting Standards – Transition to Tier 2: Simplified Disclosures for Notfor-Profit Entities

Further information on the newly adopted standards which had a material impact on Council's reported financial position, financial performance and/or associated financial statement disclosures can be found at [G4-1](#).

#### COVID-19 Impacts

During the 2022 financial year, Covid-19 has continued to cause disruption to Council's normal business activities. The disruptions have included:

- Staff absences and staff working from home due to isolation requirements;
- Challenges and delays in sourcing and procuring certain goods and services (imported products in particular ie plant and equipment);
- Delays in completing projects and additional material costs.

Rate collections and other receivables have not been significantly impacted.

Council is not able to assess or estimate with any degree of accuracy the financial impact of Covid-19 but is expecting the impact will continue to subside with the continued lifting of restrictions by the various government bodies.

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Cabonne Council | Notes to the Financial Statements 30 June 2022

**B Financial Performance****B1 Functions or activities****B1-1 Functions or activities – income, expenses and assets**

Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2.

\$ '000	Income		Expenses		Operating result		Grants and contributions		Carrying amount of assets	
	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021
<b>Functions or activities</b>										
Connect Cabonne to each other and the World	19,764	15,742	21,428	14,736	(1,664)	1,006	13,008	12,205	420,000	400,000
Build Business and Generate employment	188	240	1,131	911	(943)	(671)	15	36	822	350
Provide and develop Community facilities	3,922	2,340	6,117	5,535	(2,195)	(3,195)	2,819	1,122	79,000	75,000
Grow Cabonne Culture and Community	17,996	17,880	7,208	9,377	10,788	8,503	5,740	5,319	74,000	70,000
Manage our Natural Resources	8,316	7,876	9,183	8,576	(867)	(700)	1,558	2,451	125,000	114,556
Other	-	-	-	-	-	-	-	-	4,810	-
<b>Total functions and activities</b>	<b>50,186</b>	<b>44,078</b>	<b>45,067</b>	<b>39,135</b>	<b>5,119</b>	<b>4,943</b>	<b>23,140</b>	<b>21,133</b>	<b>703,632</b>	<b>659,906</b>



## B1-2 Components of functions or activities

Details relating to the Council's functions or activities as reported in B1-1 are as follows:

### Connect Cabonne to each other and the World

To provide a safe, efficient, quality and well maintained Urban and Rural transport system. To ensure that Cabonne's infrastructure meets agricultural needs to get goods to and from market. To ensure everywhere in Cabonne has access to contemporary information and communication technology. To provide a range of transport options in to, out of and around Cabonne. To ensure access to major metropolitan markets to enable growth of tourism.

### Build Business and Generate employment

To provide a strong and vibrant local business sector and to increase viable, sustainable and value adding business in Cabonne. To have a co-ordinated tourism product and a thriving visitor industry in Cabonne. To provide jobs for Cabonne people in Cabonne.

### Provide and develop Community facilities

To provide preschool, play group, child care and youth facilities within Cabonne. To provide health and aged care facilities that meet the local communities needs. To provide sporting, recreational, council and community facilities and services that are maintained and developed in Cabonne.

### Grow Cabonne Culture and Community

To have a successful balance of village and rural living in the Cabonne Shire. To provide a network of viable, relevant and cultural facilities that exist in Cabonne. To provide the community with beautiful towns and villages with historic assets. The community events build visitation, generate investment and strengthen community well being. To ensure that Cabonne is effective and efficient Council which make transparent and accountable decisions.

### Manage our Natural Resources

To ensure that all town and villages have a secure and quality water supply. That Cabonne has flood mitigation processes in place to manage stormwater and pollution. That Cabonne has a sustainable solid and liquid waste management practices in place across the Shire. To provide our primary producers with information regarding best practice in regards to noxious weed controls. To ensure that all the natural resources are managed sustainable and in a planned way.

**B2 Sources of income****B2-1 Rates and annual charges**

\$ '000	2022	2021
<b>Ordinary rates</b>		
Residential	3,315	3,258
Farmland	5,406	5,317
Mining	1,889	1,853
Business	296	273
Less: pensioner rebates (mandatory)	(141)	(144)
<b>Rates levied to ratepayers</b>	<b>10,765</b>	<b>10,557</b>
Pensioner rate subsidies received	91	92
<b>Total ordinary rates</b>	<b>10,856</b>	<b>10,649</b>
<b>Annual charges</b>		
(pursuant to s.496, s.496A, s.496B, s.501 & s.611)		
Domestic waste management services	1,336	1,292
Water supply services	567	516
Sewerage services	2,199	2,088
Waste management services (non-domestic)	406	392
Section 611 charges	–	1
Less: pensioner rebates (mandatory)	(174)	(166)
Stormwater levy	74	74
<b>Annual charges levied</b>	<b>4,408</b>	<b>4,197</b>
Pensioner subsidies received:		
– Water	12	9
– Sewerage	29	22
– Domestic waste management	42	55
<b>Total annual charges</b>	<b>4,491</b>	<b>4,283</b>
<b>Total rates and annual charges</b>	<b>15,347</b>	<b>14,932</b>

Council has used 2019 year valuations provided by the NSW Valuer General in calculating its rates.

**Accounting policy**

Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area that are not subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based on their substance.

## B2-2 User charges and fees

\$ '000	2022	2021
<b>Specific user charges</b>		
(per s.502 - specific 'actual use' charges)		
Water supply services	664	550
Sewerage services	66	62
<b>Total specific user charges</b>	<b>730</b>	<b>612</b>
<b>Other user charges and fees</b>		
<b>(i) Fees and charges – statutory and regulatory functions (per s.608)</b>		
Inspection services	8	–
Planning and building regulation	524	552
Private works – section 67	66	184
Section 603 certificates	33	38
Discretionary fees – other	114	70
Waste management	152	156
<b>Total fees and charges – statutory/regulatory</b>	<b>897</b>	<b>1,000</b>
<b>(ii) Fees and charges – other (incl. general user charges (per s.608))</b>		
Caravan park	168	203
Cemeteries	61	69
Child care	968	1,127
Transport for NSW works (state roads not controlled by Council)	6,632	3,139
Swimming centres	15	–
Trade waste	1	10
<b>Total fees and charges – other</b>	<b>7,845</b>	<b>4,548</b>
<b>Total other user charges and fees</b>	<b>8,742</b>	<b>5,548</b>
<b>Total user charges and fees</b>	<b>9,472</b>	<b>6,160</b>

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases such as caravan parks, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged such as joining fees for the leisure centre the fee is recognised on a straight-line basis over the expected life of the membership.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than over the term of the licence.

**B2-3 Other revenues**

<b>\$ '000</b>	<b>2022</b>	<b>2021</b>
Legal fees recovery – rates and charges (extra charges)	26	–
Commissions and agency fees	20	18
Diesel rebate	100	127
Insurance claims recoveries	33	29
Recycling income (non-domestic)	266	26
Sales of inventories	86	–
Gravel pit restoration	364	42
Rebates received	224	196
Other	321	46
<b>Total other revenue</b>	<b>1,440</b>	<b>484</b>

**Accounting policy for other revenue**

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

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Cabonne Council | Notes to the Financial Statements 30 June 2022

## B2-4 Grants and contributions

\$ '000	Operating 2022	Operating 2021	Capital 2022	Capital 2021
<b>General purpose grants and non-developer contributions (untied)</b>				
<b>General purpose (untied)</b>				
<b>Current year allocation</b>				
Financial assistance – general component	1,650	1,453	–	–
Financial assistance – local roads component	1,135	1,025	–	–
<b>Payment in advance - future year allocation</b>				
Financial assistance – general component	2,533	1,554	–	–
Financial assistance – local roads component	1,751	1,099	–	–
<b>Amount recognised as income during current year</b>	<b>7,069</b>	<b>5,131</b>	<b>–</b>	<b>–</b>
<b>Special purpose grants and non-developer contributions (tied)</b>				
<b>Cash contributions</b>				
<b>Previously specific grants:</b>				
Water supplies	–	–	1,213	1,124
Community centres	–	–	2,007	–
Economic development	–	2	–	–
Floodplain management	–	–	–	23
Heritage and cultural	16	10	–	–
Library	93	92	–	21
Noxious weeds	130	140	–	–
Recreation and culture	7	1,215	1,138	1,551
Storm/flood damage	988	–	–	–
Community services	797	640	–	–
Tourism, Events, Communications and Marketing	195	–	–	–
Environment	–	–	67	1,058
Transport and communication	2,503	1,841	4,500	6,062
Street lighting	38	38	–	–
Other specific grants	56	25	109	–
<b>Previously contributions:</b>				
Bushfire services	79	94	12	30
Community services	129	126	–	–
Heritage/cultural	1	2	–	–
Other councils – joint works/services	8	–	–	–
Recreation and culture	6	44	–	20
Roads and bridges	–	–	76	60
Transport for NSW contributions (regional roads, block grant)	1,643	1,643	–	–
Sewerage (excl. section 64 contributions)	–	–	105	41
Tourism	–	24	–	–
Administration	2	2	–	–
Environment	15	20	–	–
Health	32	46	–	–
<b>Total special purpose grants and non-developer contributions – cash</b>	<b>6,738</b>	<b>6,004</b>	<b>9,227</b>	<b>9,990</b>
<b>Total special purpose grants and non-developer contributions (tied)</b>	<b>6,738</b>	<b>6,004</b>	<b>9,227</b>	<b>9,990</b>
<b>Total grants and non-developer contributions</b>	<b>13,807</b>	<b>11,135</b>	<b>9,227</b>	<b>9,990</b>
<b>Comprising:</b>				
– Commonwealth funding	2,867	8,485	1,885	1,331
– State funding	10,491	364	7,342	8,659
– Other funding	449	2,286	–	–
	<b>13,807</b>	<b>11,135</b>	<b>9,227</b>	<b>9,990</b>

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## B2-4 Grants and contributions (continued)

## Developer contributions

\$ '000	Notes	Operating 2022	Operating 2021	Capital 2022	Capital 2021
<b>Developer contributions:</b>					
<b>(s7.4 &amp; s7.11 - EP&amp;A Act, s64 of the LGA):</b>					
<b>Cash contributions</b>					
S 7.11 – contributions towards amenities/services		106	8	–	–
<b>Total developer contributions – cash</b>		<b>106</b>	<b>8</b>	<b>–</b>	<b>–</b>
<b>Total developer contributions</b>		<b>106</b>	<b>8</b>	<b>–</b>	<b>–</b>
<b>Total contributions</b>		<b>106</b>	<b>8</b>	<b>–</b>	<b>–</b>
<b>Total grants and contributions</b>		<b>13,913</b>	<b>11,143</b>	<b>9,227</b>	<b>9,990</b>

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## B2-4 Grants and contributions (continued)

### Unspent grants and contributions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period but which are not yet spent in accordance with those conditions are as follows:

\$ '000	Operating 2022	Operating 2021	Capital 2022	Capital 2021
<b>Unspent Grants and Non-Developer Contributions</b>				
Unspent funds at 1 July	3,022	2,923	57	49
<b>Add:</b> Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	5,339	3,303	–	474
<b>Less:</b> Funds recognised as revenue in previous years that have been spent during the reporting year	(2,673)	(3,204)	(7)	(466)
<b>Unspent funds at 30 June</b>	<b>5,688</b>	<b>3,022</b>	<b>50</b>	<b>57</b>
<b>Unspent Developer Contributions</b>				
Unspent funds at 1 July	999	1,624	–	–
<b>Add:</b> contributions recognised as revenue in the reporting year but not yet spent in accordance with the conditions	107	–	–	–
<b>Less:</b> contributions recognised as revenue in previous years that have been spent during the reporting year	(15)	(1,137)	–	–
<b>Unspent contributions at 30 June</b>	<b>1,091</b>	<b>487</b>	<b>–</b>	<b>–</b>

### Accounting policy

#### Grants and contributions – enforceable agreement with sufficiently specific performance obligations

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either at a point in time or over time and this is reflected in the revenue recognition pattern. Point in time recognition occurs when the beneficiary obtains control of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

#### Capital grants

Capital grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

#### Developer contributions

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

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## B2-4 Grants and contributions (continued)

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but Council may apply contributions according to the priorities established in work schedules for the contribution plan.

### Other grants and contributions

Assets, including cash, received from other grants and contributions are recognised at fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

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**B2-5 Interest and investment income**

\$ '000	2022	2021
<b>Interest on financial assets measured at amortised cost</b>		
– Overdue rates and annual charges (incl. special purpose rates)	78	47
– Cash and investments	153	275
<b>Total interest and investment income</b>	<b>231</b>	<b>322</b>
<b>Interest and investment income is attributable to:</b>		
<b>Unrestricted investments/financial assets:</b>		
Overdue rates and annual charges (general fund)	45	28
General Council cash and investments	146	259
<b>Restricted investments/funds – external:</b>		
Development contributions		
– Section 7.11	1	1
Water fund operations	11	13
Sewerage fund operations	23	18
Domestic waste management operations	5	3
<b>Total interest and investment income</b>	<b>231</b>	<b>322</b>

**Accounting policy**

Interest income is recognised using the effective interest rate at the date that interest is earned.

Dividends are recognised as income in profit or loss when the shareholder's right to receive payment is established unless the dividend clearly represents a recovery of part of the cost of the investment.

**B2-6 Other income**

\$ '000	Notes	2022	2021
<b>Rental income</b>			
<b>Other lease income</b>			
Leaseback fees - council vehicles		133	125
<b>Total other lease income</b>		<b>133</b>	<b>125</b>
<b>Total rental income</b>	C2-1	<b>133</b>	<b>125</b>
<b>Net share of interests in joint ventures and associates using the equity method</b>			
Associates		423	197
<b>Total net share of interests in joint ventures and associates using the equity method</b>	D2-3	<b>423</b>	<b>197</b>
<b>Total other income</b>		<b>556</b>	<b>322</b>

### B3 Costs of providing services

#### B3-1 Employee benefits and on-costs

\$ '000	2022	2021
Salaries and wages	10,126	10,396
Travel expenses	495	447
Employee leave entitlements (ELE)	1,161	2,059
Superannuation	1,206	1,210
Workers' compensation insurance	772	749
Fringe benefit tax (FBT)	95	104
Pre employment medicals	34	24
Protective clothing	87	87
Training costs (other than salaries and wages)	117	269
Other	58	56
<b>Total employee costs</b>	<b>14,151</b>	<b>15,401</b>
Less: capitalised costs	(482)	(1,122)
<b>Total employee costs expensed</b>	<b>13,669</b>	<b>14,279</b>
Number of 'full-time equivalent' employees (FTE) at year end	164	150

#### Accounting policy

Employee benefit expenses are recorded when the service has been provided by the employee.

#### Retirement benefit obligations

All employees of the Council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

#### Superannuation plans

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note E3-1 for more information.

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**B3-2 Materials and services**

\$ '000	Notes	2022	2021
Raw materials and consumables		3,881	3,119
– Caretaker fees		249	303
– Cleaning		26	35
– Consultancy costs		122	217
– Licence agreements		525	509
– Service contracts		8,746	3,744
– Valuation fees		58	57
Audit Fees	F2-1	60	53
<b>Previously other expenses:</b>			
Councillor and Mayoral fees and associated expenses	F1-2	229	218
Advertising		72	65
Bank charges		40	41
Election expenses		147	–
Electricity and heating		424	409
Insurance		731	582
Postage		39	37
Printing and stationery		75	87
Street lighting		58	83
Subscriptions and publications		22	27
Telephone and communications		125	113
Cost of sales		(51)	–
Commissions paid		16	17
Donations, contributions and assistance to community groups		434	483
External hire		487	556
Other expenses		120	4
Memberships		229	208
Rates expense		473	498
Registrations		166	159
Rent expense		20	22
Service subsidy expense		20	20
Volunteer expenses		17	21
Water / sewer sampling		28	20
<b>Legal expenses:</b>			
– Legal expenses: other		35	29
<b>Total materials and services</b>		<b>17,623</b>	<b>11,736</b>
<b>Total materials and services</b>		<b>17,623</b>	<b>11,736</b>

**Accounting policy**

Expenses are recorded on an accruals basis as the Council receives the goods or services.

**B3-3 Borrowing costs**

<b>\$ '000</b>	<b>2022</b>	<b>2021</b>
<b>(i) Interest bearing liability costs</b>		
Interest on loans	86	94
<b>Total interest bearing liability costs</b>	<b>86</b>	<b>94</b>
<b>Total interest bearing liability costs expensed</b>	<b>86</b>	<b>94</b>
<b>(ii) Other borrowing costs</b>		
Fair value adjustments on recognition of advances and deferred debtors		
Discount adjustments relating to movements in provisions (other than ELE)	43	–
<b>Total other borrowing costs</b>	<b>43</b>	<b>–</b>
<b>Total borrowing costs expensed</b>	<b>129</b>	<b>94</b>

**Accounting policy**

Borrowing costs incurred for the construction of any qualifying asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale. Other borrowing costs are expensed as incurred.

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## B3-4 Depreciation, amortisation and impairment of non-financial assets

\$ '000	Notes	2022	2021
<b>Depreciation and amortisation</b>			
Plant and equipment		1,992	2,098
Office equipment		151	135
Furniture and fittings		48	46
Land improvements (depreciable)		292	190
<b>Infrastructure:</b>			
	C1-7		
– Buildings – non-specialised		138	145
– Buildings – specialised		1,431	1,694
– Other structures		399	400
– Roads		4,893	4,951
– Bridges		478	465
– Footpaths		113	107
– Stormwater drainage		501	499
– Water supply network		657	631
– Sewerage network		773	766
– Swimming pools		141	141
– Other open space/recreational assets		178	156
<b>Reinstatement, rehabilitation and restoration assets:</b>			
– Tip assets	C3-5,C1-7	268	1
– Quarry assets	C3-5,C1-7	–	5
Intangible assets	C1-8	42	42
<b>Total gross depreciation and amortisation costs</b>		<b>12,495</b>	<b>12,472</b>
<b>Total depreciation and amortisation costs</b>		<b>12,495</b>	<b>12,472</b>
<b>Impairment / revaluation decrement of IPPE</b>			
<b>Reinstatement, rehabilitation and restoration assets:</b>			
– Tip assets	C3-5,C1-7	49	–
<b>Total gross IPPE impairment / revaluation decrement costs</b>		<b>49</b>	<b>–</b>
<b>Total IPPE impairment / revaluation decrement costs charged to Income Statement</b>		<b>49</b>	<b>–</b>
<b>Total depreciation, amortisation and impairment for non-financial assets</b>		<b>12,544</b>	<b>12,472</b>

**Accounting policy****Depreciation and amortisation**

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note C1-7 for IPPE assets and Note C1-8 for intangible assets.

Depreciation is capitalised where in-house assets have contributed to new assets.

**Impairment of non-financial assets**

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are not tested for impairment since these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired.

Other non-financial assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units).

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#### **B3-4 Depreciation, amortisation and impairment of non-financial assets (continued)**

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Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

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## B3-5 Other expenses

\$ '000	2022	2021
<b>Other</b>		
Contributions/levies to other levels of government		
– Emergency services levy (includes FRNSW, SES, and RFS levies)	15	26
– NSW fire brigade levy	43	47
– NSW rural fire service levy	461	459
Donations, contributions and assistance to other organisations (Section 356)	26	22
<b>Total other</b>	<b>545</b>	<b>554</b>
<b>Total other expenses</b>	<b>545</b>	<b>554</b>

**Accounting policy**

Other expenses are recorded on an accruals basis when Council has an obligation for the expenses.

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**B4 Gains or losses****B4-1 Gain or loss from the disposal, replacement and de-recognition of assets**

\$ '000	Notes	2022	2021
<b>Gain (or loss) on disposal of property (excl. investment property)</b>			
Less: carrying amount of property assets sold/written off		(537)	(44)
<b>Gain (or loss) on disposal</b>		<b>(537)</b>	<b>(44)</b>
<b>Infrastructure, Plant and equipment</b>			
	C1-7		
Proceeds from disposal – infrastructure, plant and equipment		439	1,403
Less: carrying amount of infrastructure, plant and equipment assets sold/written off		(483)	(624)
<b>Gain (or loss) on disposal</b>		<b>(44)</b>	<b>779</b>
<b>Gain (or loss) on disposal of real estate assets held for sale</b>			
	C1-5		
Proceeds from disposal – real estate assets		299	113
Less: carrying amount of real estate assets sold/written off		(275)	(123)
<b>Gain (or loss) on disposal</b>		<b>24</b>	<b>(10)</b>
<b>Gain (or loss) on disposal of investments</b>			
	C1-2		
Proceeds from disposal/redemptions/maturities – investments		49,750	58,750
Less: carrying amount of investments sold/redeemed/matured		(49,750)	(58,750)
<b>Gain (or loss) on disposal</b>		<b>–</b>	<b>–</b>
<b>Net gain (or loss) from disposal of assets</b>		<b>(557)</b>	<b>725</b>

**Accounting policy**

Gains and losses on disposals are determined by comparing proceeds with carrying amount. The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer and the asset is de-recognised.



## B5 Performance against budget

### B5-1 Material budget variations

Council's original budget was adopted by the Council on 22/06/2021 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions, including new grant programs, changing economic activity, environmental factors, and by decisions made by Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the Act requires Council to review its financial budget on a quarterly basis, so it is able to manage the variation between actuals and budget that invariably occur during the year.

**Material variations of more than 10%** between original budget and actual results or where the variance is considered material by nature are explained below.

**Variation Key:** **F** = Favourable budget variation, **U** = Unfavourable budget variation.

\$ '000	2022 Budget	2022 Actual	2022 ----- Variance -----	
<b>Revenues</b>				
<b>User charges and fees</b>	<b>12,667</b>	<b>9,472</b>	<b>(3,195)</b>	<b>(25)% U</b>
Many factors affect the outcome of the income received by Council. Council's Budget for the State Road Ordered Works was not reached and the main factor was due to severe inclemental weather conditions, expected works were unable to be completed and claimed during the year.				
<b>Other revenues</b>	<b>458</b>	<b>1,440</b>	<b>982</b>	<b>214% F</b>
Increase in Scrap Metal Recycling Sales from the Tips Remeasurement of the Remediation of the Gravel Pits and Tips				
<b>Operating grants and contributions</b>	<b>11,419</b>	<b>13,913</b>	<b>2,494</b>	<b>22% F</b>
Increase in the Advanced Payment of the Financial Assistance Grant Grants that were budgeted for and not received in 2020/2021 were then received in 2021/2022 year including payments for Operational Road Grant Programs				
<b>Capital grants and contributions</b>	<b>8,797</b>	<b>9,227</b>	<b>430</b>	<b>5% F</b>
Increase due to more works on the NSW Restart Pipeline for Disinfection of the mains				
<b>Net gains from disposal of assets</b>	<b>300</b>	<b>–</b>	<b>(300)</b>	<b>(100)% U</b>
As there was a mass disposal of very old assets in 2021/2022 the expected gain from the sale of assets was counteracted by the number of disposals that were actioned.				
<b>Other income</b>	<b>162</b>	<b>556</b>	<b>394</b>	<b>243% F</b>
Increase in the number of Lease Back Vehicles issued to Council Employees				
<b>Expenses</b>				
<b>Materials and services</b>	<b>18,931</b>	<b>17,623</b>	<b>1,308</b>	<b>7% F</b>
Decrease in expected expenditure for contracts due to work not being able to be completed due to point one, weather conditions				
<b>Net losses from disposal of assets</b>	<b>–</b>	<b>557</b>	<b>(557)</b>	<b>∞ U</b>
As per point 5.				

## C Financial position

### C1 Assets we manage

#### C1-1 Cash and cash equivalents

\$ '000	2022	2021
<b>Cash assets</b>		
Cash on hand and at bank	2,847	2,599
Cash equivalent assets		
– Deposits at call	2,836	4,841
– Short-term deposits	5,000	7,000
<b>Total cash and cash equivalents</b>	<b>10,683</b>	<b>14,440</b>

#### Reconciliation of cash and cash equivalents

Total cash and cash equivalents per Statement of Financial Position	10,683	14,440
<b>Balance as per the Statement of Cash Flows</b>	<b>10,683</b>	<b>14,440</b>

#### Accounting policy

For Statement of Cash Flow presentation purposes, cash and cash equivalents include: cash on hand; deposits held at call with financial institutions; other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value; and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Statement of Financial Position.

#### C1-2 Financial investments

\$ '000	2022 Current	2022 Non-current	2021 Current	2021 Non-current
<b>Financial assets at amortised cost</b>				
Term deposits	34,000	–	31,000	–
<b>Total</b>	<b>34,000</b>	<b>–</b>	<b>31,000</b>	<b>–</b>
<b>Total financial investments</b>	<b>34,000</b>	<b>–</b>	<b>31,000</b>	<b>–</b>
<b>Total cash assets, cash equivalents and investments</b>	<b>44,683</b>	<b>–</b>	<b>45,440</b>	<b>–</b>

#### Accounting policy

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

#### Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

#### Classification

On initial recognition, Council classifies its financial assets into the following categories – those measured at:

- amortised cost
- fair value through profit and loss (FVTPL)
- fair value through other comprehensive income – equity instrument (FVOCI-equity)

Financial assets are not reclassified subsequent to their initial recognition.

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## C1-2 Financial investments (continued)

### **Amortised cost**

Council's financial assets measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the Statement of Financial Position. Term deposits with an initial term of more than 3 months are classified as investments rather than cash and cash equivalents.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

### **Fair value through other comprehensive income – equity instruments**

Council has a number of strategic investments in entities over which they do not have significant influence nor control. Council has made an irrevocable election to classify these equity investments as fair value through other comprehensive income as they are not held for trading purposes.

These investments are carried at fair value with changes in fair value recognised in other comprehensive income (financial asset reserve). On disposal any balance in the financial asset reserve is transferred to accumulated surplus and is not reclassified to profit or loss.

Other net gains and losses excluding dividends are recognised in the Other Comprehensive Income Statement.

### **Financial assets through profit or loss**

All financial assets not classified as measured at amortised cost or fair value through other comprehensive income as described above are measured at fair value through profit or loss.

Net gains or losses, including any interest or dividend income, are recognised in profit or loss.

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## C1-3 Restricted and allocated cash, cash equivalents and investments

\$ '000	2022	2021
(a) Externally restricted cash, cash equivalents and investments		
<b>Total cash, cash equivalents and investments</b>	<b>44,683</b>	45,440
<b>Cash, cash equivalents and investments not subject to external restrictions</b>	<b>26,293</b>	24,556
<b>External restrictions</b>		
<b>External restrictions – included in liabilities</b>		
External restrictions included in cash, cash equivalents and investments above comprise:		
Specific purpose unexpended grants – general fund	5,738	4,005
<b>External restrictions – included in liabilities</b>	<b>5,738</b>	4,005
External restrictions included in cash, cash equivalents and investments above comprise:		
Developer contributions – general	1,091	999
Specific purpose unexpended grants (recognised as revenue) – general fund	–	3,079
Water fund	3,955	3,754
Sewer fund	3,292	2,785
Stormwater management	435	402
Domestic waste management	3,879	3,899
Canowindra sports trust	–	19
Canowindra town improvement	–	1,455
Transport for NSW contributions	–	487
<b>External restrictions – other</b>	<b>12,652</b>	16,879
<b>Total external restrictions</b>	<b>18,390</b>	20,884

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

\$ '000	2022	2021
(b) Internal allocations		
<b>Cash, cash equivalents and investments not subject to external restrictions</b>	<b>26,293</b>	24,556
<b>Unrestricted and unallocated cash, cash equivalents and investments</b>	<b>1,500</b>	1,339

**Internal allocations**

At 30 June, Council has internally allocated funds to the following:

Plant and vehicle replacement	4,565	1,186
Infrastructure replacement	1,325	1,535
Employees leave entitlement	1,599	1,769
Carry over works	791	1,607
Budget equilization	52	440
Future Innovation	371	331
Capital works	2,534	3,168
Community services	1,135	988
Environment	126	126
Environmental sustainability	122	122
Gravel pits	529	420
Housing	137	137

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## C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

\$ '000	2022	2021
Insurance	203	157
Limestone quarry	1,415	1,466
Office equipment	199	246
Recreation and culture	2	2
Canowindra retirement Village	1,186	1,186
Roadworks	5,588	7,713
Sewerage	17	17
Village enhancement	515	601
Canowindra Sports Trust	19	–
Canowindra Town Improvement	1,701	–
Transport for NSW Contributions	662	–
<b>Total internal allocations</b>	<b>24,793</b>	<b>23,217</b>

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

\$ '000	2022	2021
(c) Unrestricted and unallocated		
<b>Unrestricted and unallocated cash, cash equivalents and investments</b>	<b>1,500</b>	<b>1,339</b>

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## C1-4 Receivables

\$ '000	2022 Current	2022 Non-current	2021 Current	2021 Non-current
Rates and annual charges	603	174	661	202
Interest and extra charges	25	59	21	54
User charges and fees	565	167	555	217
Accrued revenues				
– Interest on investments	84	–	36	–
– Other income accruals	778	–	715	–
Council private works	–	–	22	–
Deferred debtors	80	514	240	465
Government grants and subsidies	1,277	–	412	–
NSW Rural Fire Service	79	–	104	–
Other debtors	1,017	11	302	–
<b>Total</b>	<b>4,508</b>	<b>925</b>	<b>3,068</b>	<b>938</b>
<b>Less: provision for impairment</b>				
Rates and annual charges	(282)	–	(157)	–
User charges and fees	–	–	(124)	–
<b>Total provision for impairment – receivables</b>	<b>(282)</b>	<b>–</b>	<b>(281)</b>	<b>–</b>
<b>Total net receivables</b>	<b>4,226</b>	<b>925</b>	<b>2,787</b>	<b>938</b>

\$ '000	2022	2021
<b>Movement in provision for impairment of receivables</b>		
Balance at the beginning of the year	281	281
<b>Balance at the end of the year</b>	<b>281</b>	<b>281</b>

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## C1-4 Receivables (continued)

### Accounting policy

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

### Impairment

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, and when estimating ECL, the Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

When considering the ECL for rates debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rates debtors, Council uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

The Council uses the presentation that a financial asset is in default when:

- the other party is unlikely to pay its credit obligations to the Council in full, without recourse by the Council to actions such as realising security (if any is held) or
- the financial assets (for non-rates debtors) are more than 90 days past due.

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

The Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings, whichever occurs first.

Where the Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

Rates and annual charges outstanding are secured against the property.



## C1-5 Inventories

\$ '000	2022 Current	2022 Non-current	2021 Current	2021 Non-current
<b>(i) Inventories at cost</b>				
Real estate for resale	131	41	406	41
Stores and materials	602	–	464	–
<b>Total inventories at cost</b>	<b>733</b>	<b>41</b>	<b>870</b>	<b>41</b>
<b>Total inventories</b>	<b>733</b>	<b>41</b>	<b>870</b>	<b>41</b>

**(i) Other disclosures**

\$ '000	Notes	2022 Current	2022 Non-current	2021 Current	2021 Non-current
<b>(a) Details for real estate development</b>					
Residential		90	–	365	–
Industrial/commercial		41	41	41	41
<b>Total real estate for resale</b>		<b>131</b>	<b>41</b>	<b>406</b>	<b>41</b>
(Valued at the lower of cost and net realisable value)					
<b>Represented by:</b>					
Acquisition costs		44	–	186	–
Development costs		87	41	220	41
<b>Total costs</b>		<b>131</b>	<b>41</b>	<b>406</b>	<b>41</b>
<b>Total real estate for resale</b>		<b>131</b>	<b>41</b>	<b>406</b>	<b>41</b>
<b>Movements:</b>					
Real estate assets at beginning of the year		406	41	529	41
– WDV of sales (expense)	B4-1	(275)	–	(123)	–
<b>Total real estate for resale</b>		<b>131</b>	<b>41</b>	<b>406</b>	<b>41</b>

**(b) Current inventories not anticipated to be settled within the next 12 months**

The following inventories and other assets, even though classified as current are not expected to be recovered in the next 12 months;

\$ '000	2022	2021
Real estate for resale	131	406
	<b>131</b>	<b>406</b>

**Accounting policy****Raw materials and stores, work in progress and finished goods**

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Costs are assigned to individual items of inventory on the basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Land held for resale**

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.



## C1-6 Contract assets and Contract cost assets

\$ '000	2022 Current	2022 Non-current	2021 Current	2021 Non-current
Contract assets	4,436	–	2,956	–
<b>Total contract assets and contract cost assets</b>	<b>4,436</b>	<b>–</b>	<b>2,956</b>	<b>–</b>

## Contract assets

RMS Revenue	2,586	–	1,167	–
Other Revenue	1,850	–	1,789	–
<b>Total Contract assets at 30 June</b>	<b>4,436</b>	<b>–</b>	<b>2,956</b>	<b>–</b>

## Accounting policy

## Contract assets

Contract assets represent Council's right to payment in exchange for goods or services the Council has transferred to a customer when that right is conditional on something other than the passage of time.

Contract assets arise when the amounts billed to customers are based on the achievement of various milestones established in the contract and therefore the amounts recognised as revenue in a given period do not necessarily coincide with the amounts billed to or certified by the customer. Once an invoice or payment claim is raised or the relevant milestone is reached, Council recognises a receivable.

Impairment of contract assets is assessed using the simplified expected credit loss model where lifetime credit losses are recognised on initial recognition.

## Contract cost asset – costs to fulfil a contract

Where costs are incurred to fulfil a contract and these costs are outside the scope of another accounting standard, they are capitalised as contract cost assets if the following criteria are met:

- the costs relate directly to a contract
- the costs generate or enhance resources of Council that will be used to satisfy performance obligations in the future and
- the costs are expected to be recovered.

The capitalised costs are recognised in the Income statement on a systematic basis consistent with the timing of revenue recognition.

Refer to B3-4 for the accounting policy for impairment of contract cost assets.

Cabonne Council | Notes to the Financial Statements 30 June 2022

## C1-7 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2021			Asset movements during the reporting period								At 30 June 2022		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals <sup>1</sup>	Additions new assets	Carrying value of disposals	Depreciation expense	Impairment loss / revaluation decrements (recognised in P/L)	Adjustments and transfers	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000														
Capital work in progress	17,671	–	17,671	–	3,873	(1,656)	–	–	–	–	–	19,888	–	19,888
Plant and equipment	42,835	(29,076)	13,759	–	3,595	(1,973)	(1,992)	–	63	–	–	43,422	(29,970)	13,452
Office equipment	2,558	(1,946)	612	–	68	(54)	(151)	–	–	–	–	1,444	(968)	476
Furniture and fittings	1,173	(887)	286	–	80	(56)	(48)	–	–	–	–	1,134	(870)	264
<b>Land:</b>														
– Operational land	8,029	–	8,029	–	86	–	–	–	–	(281)	2,245	10,079	–	10,079
– Community land	12,006	–	12,006	–	–	–	–	–	–	(8)	3,135	15,133	–	15,133
Land improvements – non-depreciable	15,032	–	15,032	–	16	–	–	–	–	–	842	15,890	–	15,890
Land improvements – depreciable	11,244	(3,978)	7,266	–	703	(1)	(292)	–	–	(239)	630	12,337	(4,270)	8,067
<b>Infrastructure:</b>														
– Buildings – non-specialised	5,452	(3,240)	2,212	–	276	–	(138)	–	–	(189)	305	6,034	(3,568)	2,466
– Buildings – specialised	69,864	(40,111)	29,753	671	725	(128)	(1,431)	–	–	(2,583)	3,542	71,549	(40,999)	30,550
– Other structures	11,829	(6,559)	5,270	1,068	271	(657)	(399)	–	–	(1,952)	4,305	12,459	(4,552)	7,907
– Roads	215,257	(78,512)	136,745	5,429	136	–	(4,893)	–	–	(4,671)	12,054	232,877	(88,076)	144,801
– Bridges	71,345	(26,410)	44,935	1,321	–	(65)	(478)	–	–	(1,497)	3,974	76,253	(28,064)	48,189
– Footpaths	9,280	(1,783)	7,497	–	164	–	(113)	–	–	(106)	520	9,857	(1,896)	7,961
– Bulk earthworks (non-depreciable)	154,045	–	154,045	–	–	–	–	–	–	–	8,626	162,672	–	162,672
– Stormwater drainage	75,089	(15,072)	60,017	228	–	–	(501)	–	–	(893)	4,303	79,621	(16,466)	63,155
– Water supply network	46,995	(26,121)	20,874	–	–	(7)	(657)	–	–	(7,658)	10,881	54,117	(30,684)	23,433
– Sewerage network	47,647	(15,726)	31,921	–	–	(46)	(773)	–	(63)	(11,667)	8,998	44,084	(15,713)	28,371
– Swimming pools	9,718	(3,906)	5,812	–	–	–	(141)	–	–	(374)	1,456	11,174	(4,422)	6,752
– Other open space/recreational assets	3,942	(2,144)	1,798	53	73	(7)	(178)	–	–	(760)	2,017	4,704	(1,708)	2,996
<b>Reinstatement, rehabilitation and restoration assets (refer Note C3-5):</b>														
– Tip assets	1,433	(285)	1,148	–	–	–	(268)	(49)	–	–	–	1,283	(452)	831
– Quarry assets	646	(538)	108	–	–	–	–	–	(43)	–	2	689	(624)	65
<b>Total infrastructure, property, plant and equipment</b>	<b>833,090</b>	<b>(256,294)</b>	<b>576,796</b>	<b>8,770</b>	<b>10,066</b>	<b>(4,650)</b>	<b>(12,453)</b>	<b>(49)</b>	<b>(43)</b>	<b>(32,878)</b>	<b>67,835</b>	<b>886,700</b>	<b>(273,302)</b>	<b>613,398</b>

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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## C1-7 Infrastructure, property, plant and equipment (continued)

By aggregated asset class	At 1 July 2020			Asset movements during the reporting period								At 30 June 2021		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals <sup>(1)</sup>	Additions new assets	Carrying value of disposals	Depreciation expense	Adjustments and transfers	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)		Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000														
Capital work in progress	15,621	–	15,621	–	2,190	(140)	–	–	–	–		17,671	–	17,671
Plant and equipment	44,182	(29,438)	14,744	–	1,622	(589)	(2,098)	80	–	–		42,835	(29,076)	13,759
Office equipment	2,959	(2,383)	576	–	206	(35)	(135)	–	–	–		2,558	(1,946)	612
Furniture and fittings	1,173	(840)	333	–	–	–	(46)	–	–	–		1,173	(887)	286
<b>Land:</b>														
– Operational land	7,998	–	7,998	–	33	–	–	–	–	–		8,029	–	8,029
– Community land	9,173	–	9,173	–	–	–	–	–	–	2,833		12,006	–	12,006
Land improvements – non-depreciable	14,830	–	14,830	–	–	–	–	–	–	199		15,032	–	15,032
Land improvements – depreciable	8,399	(2,606)	5,793	–	1,908	–	(190)	–	(1,181)	937		11,244	(3,978)	7,266
<b>Infrastructure:</b>														
– Buildings – non-specialised	5,763	(3,363)	2,400	–	–	(44)	(145)	–	–	–		5,452	(3,240)	2,212
– Buildings – specialised	69,180	(38,418)	30,762	610	75	–	(1,694)	–	–	–		69,864	(40,111)	29,753
– Other structures	11,571	(6,160)	5,411	135	126	–	(400)	–	–	–		11,829	(6,559)	5,270
– Roads	204,932	(73,561)	131,371	9,223	1,102	–	(4,951)	–	–	–		215,257	(78,512)	136,745
– Bridges	69,682	(25,945)	43,737	1,564	98	–	(465)	–	–	–		71,345	(26,410)	44,935
– Footpaths	8,805	(1,675)	7,130	–	474	–	(107)	–	–	–		9,280	(1,783)	7,497
– Bulk earthworks (non-depreciable)	154,045	–	154,045	–	–	–	–	–	–	–		154,045	–	154,045
– Stormwater drainage	74,859	(14,573)	60,286	211	19	–	(499)	–	–	–		75,089	(15,072)	60,017
– Water supply network	45,615	(25,252)	20,363	48	912	–	(631)	–	(238)	420		46,995	(26,121)	20,874
– Sewerage network	47,094	(14,816)	32,278	54	66	–	(766)	–	(143)	433		47,647	(15,726)	31,921
– Swimming pools	9,787	(3,765)	6,022	12	–	–	(141)	(80)	–	–		9,718	(3,906)	5,812
– Other open space/recreational assets	3,417	(1,988)	1,429	57	468	–	(156)	–	–	–		3,942	(2,144)	1,798
<b>Reinstatement, rehabilitation and restoration assets (refer Note C3-5):</b>														
– Tip assets	287	(284)	3	–	–	–	(1)	–	–	–		1,433	(285)	1,148
– Quarry assets	646	(533)	113	–	–	–	(5)	–	–	–		646	(538)	108
<b>Total infrastructure, property, plant and equipment</b>	<b>810,018</b>	<b>(245,600)</b>	<b>564,418</b>	<b>11,914</b>	<b>9,299</b>	<b>(808)</b>	<b>(12,430)</b>	<b>–</b>	<b>(1,562)</b>	<b>4,822</b>		<b>833,090</b>	<b>(256,294)</b>	<b>576,796</b>

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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## C1-7 Infrastructure, property, plant and equipment (continued)

### Accounting policy

Infrastructure, property, plant and equipment are held at fair value. Independent comprehensive valuations are performed at least every five years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Water and sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of Industry (DoI) – Water.

Increases in the carrying amounts arising on revaluation are credited to the revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

When infrastructure, property, plant and equipment are acquired by Council for nil or nominal consideration, the assets are initially recognised at their fair value at acquisition date.

Land is not depreciated. The property, plant and equipment acquired under finance leases is depreciated over the asset's useful life or over the shorter of the asset's useful life and the lease term if there is no reasonable certainty that the Council will obtain ownership at the end of the lease term. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

Plant and equipment	Years	Other equipment	Years
Office equipment	5 to 10	Playground equipment	5 to 35
Office furniture	10 to 20	Benches, seats etc.	10 to 20
Computer equipment	4		
Vehicles	5 to 10	<b>Buildings</b>	
Heavy plant/road making equipment	5 to 10	Buildings: masonry	50 to 100
Other plant and equipment	5 to 15	Buildings: other	33 to 50
<b>Water and sewer assets</b>		<b>Stormwater assets</b>	
Dams and reservoirs	100	Drains	60
Bores	30	Culverts	60
Reticulation pipes: PVC	40 to 80		
Reticulation pipes: other	25 to 75		
Pumps and telemetry	10 to 70		
<b>Transportation assets</b>		<b>Other infrastructure assets</b>	
Sealed roads: surface	30	Swimming pools	70
Sealed roads: structure	75	Other open space/recreational assets	15 to 110
Unsealed roads	40	Other infrastructure	15 to 110
Bridge: concrete	150		
Bulk earthworks	Infinite		
Kerb, gutter, footpaths	100		

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

### Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008. Land under roads acquired after 1 July 2008 is recognised in accordance with the IPPE accounting policy.

### Crown reserves

Crown reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

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### C1-7 Infrastructure, property, plant and equipment (continued)

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

#### Rural Fire Service assets

Under Section 119 of the *Rural Fire Services Act 1997 (NSW)*, "all firefighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the firefighting equipment has been purchased or constructed".

Council has no care or control over the purchase or sale of plant and equipment or other fire fighting equipment, nor does Council receive any proceeds from their disposal.

Until such time as discussions on this matter have concluded and the legislation changed, Council will continue to account for Council owned land and buildings only.

### C1-8 Intangible assets

Intangible assets are as follows:

\$ '000	2022	2021
<b>Software</b>		
<b>Opening values at 1 July</b>		
Gross book value	628	601
Accumulated amortisation	(455)	(464)
<b>Net book value – opening balance</b>	<b>173</b>	<b>137</b>
<b>Movements for the year</b>		
Other movements	(6)	–
Purchases	–	78
Amortisation charges	(42)	(42)
<b>Closing values at 30 June</b>		
Gross book value	571	628
Accumulated amortisation	(446)	(455)
<b>Total software – net book value</b>	<b>125</b>	<b>173</b>
<b>Total intangible assets – net book value</b>	<b>125</b>	<b>173</b>

#### Accounting policy

##### IT development and software

Software development costs include only those costs directly attributable to the development phase (including external direct costs of materials and services, direct payroll, and payroll-related costs of employees' time spent on the project) and are only recognised following completion of technical feasibility, and where the Council has an intention and ability to use the asset. Amortisation is calculated on a straight-line basis over periods generally ranging from three to five years.

## C2 Leasing activities

## C2-1 Council as a lessor

## Operating leases

\$ '000	2022	2021
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## (ii) Assets held as property, plant and equipment

Lease income (excluding variable lease payments not dependent on an index or rate)	133	125
<b>Total income relating to operating leases for Council assets</b>	<b>133</b>	<b>125</b>

## Accounting policy

When Council is a lessor, the lease is classified as either an operating or finance lease at inception date, based on whether substantially all of the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease.

When Council has a sub-lease over an asset and is the intermediate lessor then the head lease and sub-lease are accounted for separately. The classification of the sub-lease is based on the right-of-use asset which arises from the head lease rather than the useful life of the underlying asset.

If the lease contains lease and non-lease components, the non-lease components are accounted for in accordance with AASB 15 *Revenue from Contracts with Customers*.

The lease income is recognised on a straight-line basis over the lease term for an operating lease and as finance income using amortised cost basis for finance leases.

**C3 Liabilities of Council****C3-1 Payables**

<b>\$ '000</b>	<b>2022 Current</b>	<b>2022 Non-current</b>	<b>2021 Current</b>	<b>2021 Non-current</b>
Goods and services – operating expenditure	2,677	–	2,017	–
Accrued expenses:				
– Borrowings	2	–	3	–
Prepaid rates	473	–	489	–
Salaries and wages	127	–	106	–
Other expenditure accruals	326	–	271	–
Security bonds, deposits and retentions	476	65	477	60
Other	161	–	57	–
<b>Total payables</b>	<b>4,242</b>	<b>65</b>	<b>3,420</b>	<b>60</b>

**Accounting policy**

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

**Payables**

Payables represent liabilities for goods and services provided to Council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

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## C3-2 Contract Liabilities

\$ '000	Notes	2022 Current	2022 Non-current	2021 Current	2021 Non-current
<b>Grants and contributions received in advance:</b>					
Unexpended capital grants (to construct Council controlled assets)	(i)	2,916	–	4,005	–
<b>Total grants received in advance</b>		<b>2,916</b>	<b>–</b>	<b>4,005</b>	<b>–</b>
<b>User fees and charges received in advance:</b>					
Other		82	–	84	–
<b>Total user fees and charges received in advance</b>		<b>82</b>	<b>–</b>	<b>84</b>	<b>–</b>
<b>Total Contract liabilities at 30 June</b>		<b>2,998</b>	<b>–</b>	<b>4,089</b>	<b>–</b>

**Notes**

(i) Council has received funding to construct assets including sporting facilities, bridges, library and other infrastructure. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

(ii) The contract liability relates to grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing.

**Revenue recognised that was included in the contract liability balance at the beginning of the period**

\$ '000	2022	2021
<b>Grants and contributions received in advance:</b>		
Capital grants (to construct Council controlled assets)	2,263	3,351
<b>Total revenue recognised that was included in the contract liability balance at the beginning of the period</b>	<b>2,263</b>	<b>3,351</b>

**Accounting policy**

Contract liabilities are recorded when consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.



## C3-3 Borrowings

\$ '000	2022 Current	2022 Non-current	2021 Current	2021 Non-current
Loans – secured <sup>1</sup>	1,403	–	146	1,403
<b>Total borrowings</b>	<b>1,403</b>	<b>–</b>	<b>146</b>	<b>1,403</b>

(1) Loans are secured over the general rating income of Council.

Disclosures on liability interest rate risk exposures, fair value disclosures and security can be found in E1-1c.

## (a) Changes in liabilities arising from financing activities

	2021		Non-cash movements				2022
\$ '000	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	Closing balance
Loans – secured	1,549	(146)	–	–	–	–	1,403
<b>Total liabilities from financing activities</b>	<b>1,549</b>	<b>(146)</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>1,403</b>

	2020		Non-cash movements				2021
\$ '000	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	Closing balance
Loans – secured	1,686	(137)	–	–	–	–	1,549
<b>Total liabilities from financing activities</b>	<b>1,686</b>	<b>(137)</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>1,549</b>

## (b) Financing arrangements

\$ '000	2022	2021
<b>Total facilities</b>		
Bank overdraft facilities <sup>1</sup>	450	–
Credit cards/purchase cards	65	–
<b>Total financing arrangements</b>	<b>515</b>	<b>–</b>
<b>Drawn facilities</b>		
– Bank overdraft facilities	–	–
– Credit cards/purchase cards	15	–
<b>Total drawn financing arrangements</b>	<b>15</b>	<b>–</b>
<b>Undrawn facilities</b>		
– Bank overdraft facilities	450	–
– Credit cards/purchase cards	50	–
<b>Total undrawn financing arrangements</b>	<b>500</b>	<b>–</b>

(1) The bank overdraft facility may be drawn at any time and may be terminated by the bank without notice.

## Accounting policy

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down.

Borrowings are removed from the Statement of Financial Position when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or

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### C3-3 Borrowings (continued)

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transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in other income or borrowing costs.

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## C3-4 Employee benefit provisions

\$ '000	2022 Current	2022 Non-current	2021 Current	2021 Non-current
Annual leave	1,270	–	1,373	–
Long service leave	1,847	–	2,087	–
<b>Total employee benefit provisions</b>	<b>3,117</b>	<b>–</b>	<b>3,460</b>	<b>–</b>

## Current employee benefit provisions not anticipated to be settled within the next twelve months

\$ '000	2022	2021
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	2,882	3,228
	<b>2,882</b>	<b>3,228</b>

## Accounting policy

Employee benefit provisions are presented as current liabilities in the Statement of Financial Position if Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur and therefore all annual leave and vested long service leave (or that which vests within 12 months) is presented as current.

## Short-term obligations

Liabilities for wages and salaries (including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service) are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

## Other long-term employee benefit obligations

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

## On-costs

The employee benefit provisions include the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

## C3-5 Provisions

\$ '000	2022 Current	2022 Non-Current	2021 Current	2021 Non-Current
<b>Asset remediation/restoration (Future Works):</b>				
Gravel Pit Remediation/Restoration	–	231	–	–
Garbage Tip Remediation/Restoration	–	1,325	–	–
Quarry Remediation/Restoration	–	870	–	–
<b>Sub-total – asset remediation/restoration</b>	<b>–</b>	<b>2,426</b>	<b>–</b>	<b>2,777</b>
<b>Total provisions</b>	<b>–</b>	<b>2,426</b>	<b>–</b>	<b>2,777</b>

## Description of and movements in provisions

\$ '000	Other provisions	
	Asset remediation	Total
<b>2022</b>		
At beginning of year	2,777	2,777
Other	(351)	(351)
Total other provisions at end of year	2,426	2,426
<b>2021</b>		
At beginning of year	1,632	1,632
Other	1,145	1,145
Total other provisions at end of year	2,777	2,777

## Nature and purpose of provisions

## Asset remediation

Council has a legal/public obligation to make, restore, rehabilitate and reinstate the council tip and quarry.

## Accounting policy

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as a borrowing cost.

## Asset remediation – tips and quarries

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs. Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

The ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

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### C3-5 Provisions (continued)

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Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within infrastructure, property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

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## C4 Reserves

### C4-1 Nature and purpose of reserves

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#### **IPPE Revaluation reserve**

The infrastructure, property, plant and equipment (IPPE) revaluation reserve is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

#### **Fair value through other comprehensive income reserve (FVOCI)**

Changes in the fair value of financial assets are taken through the fair value through other comprehensive income revaluation reserve. The accumulated changes in fair value are transferred to profit or loss when the financial asset is derecognised or impaired.

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## D Council structure

### D1 Results by fund

General fund refers to all Council activities other than water and sewer. All amounts disclosed in this note are gross i.e. inclusive of internal charges and recoveries made between the funds. Assets and liabilities shown in the water and sewer columns are restricted for use for these activities.

#### D1-1 Income Statement by fund

\$ '000	General 2022	Water 2022	Sewer 2022
<b>Income from continuing operations</b>			
Rates and annual charges	12,581	567	2,199
User charges and fees	8,786	664	22
Interest and investment revenue	196	11	24
Other revenues	1,435	5	–
Grants and contributions provided for operating purposes	13,913	–	–
Grants and contributions provided for capital purposes	7,909	1,213	105
Other income	556	–	–
<b>Total income from continuing operations</b>	<b>45,376</b>	<b>2,460</b>	<b>2,350</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	12,426	574	669
Materials and services	16,546	386	691
Borrowing costs	43	–	86
Depreciation, amortisation and impairment of non-financial assets	10,945	698	901
Other expenses	178	90	277
Net losses from the disposal of assets	557	–	–
<b>Total expenses from continuing operations</b>	<b>40,695</b>	<b>1,748</b>	<b>2,624</b>
<b>Operating result from continuing operations</b>	<b>4,681</b>	<b>712</b>	<b>(274)</b>
<b>Net operating result for the year</b>	<b>4,681</b>	<b>712</b>	<b>(274)</b>
<b>Net operating result attributable to each council fund</b>	<b>4,681</b>	<b>712</b>	<b>(274)</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>(3,228)</b>	<b>(501)</b>	<b>(379)</b>

## D1-2 Statement of Financial Position by fund

\$ '000	General 2022	Water 2022	Sewer 2022
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	3,436	3,955	3,292
Investments	34,000	—	—
Receivables	1,479	1,785	962
Inventories	733	—	—
Contract assets and contract cost assets	4,066	370	—
Other	58	—	—
<b>Total current assets</b>	<b>43,772</b>	<b>6,110</b>	<b>4,254</b>
<b>Non-current assets</b>			
Receivables	725	50	150
Inventories	41	—	—
Infrastructure, property, plant and equipment	535,325	40,679	37,394
Investments accounted for using the equity method	34,725	—	—
Intangible assets	125	—	—
Other	282	—	—
<b>Total non-current assets</b>	<b>571,223</b>	<b>40,729</b>	<b>37,544</b>
<b>Total assets</b>	<b>614,995</b>	<b>46,839</b>	<b>41,798</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	3,962	261	19
Contract liabilities	2,998	—	—
Borrowings	—	—	1,403
Employee benefit provision	3,117	—	—
<b>Total current liabilities</b>	<b>10,077</b>	<b>261</b>	<b>1,422</b>
<b>Non-current liabilities</b>			
Payables	65	—	—
Provisions	2,426	—	—
<b>Total non-current liabilities</b>	<b>2,491</b>	<b>—</b>	<b>—</b>
<b>Total liabilities</b>	<b>12,568</b>	<b>261</b>	<b>1,422</b>
<b>Net assets</b>	<b>602,427</b>	<b>46,578</b>	<b>40,376</b>
<b>EQUITY</b>			
Accumulated surplus	351,090	24,023	20,952
Revaluation reserves	251,337	22,554	19,425
<b>Council equity interest</b>	<b>602,427</b>	<b>46,577</b>	<b>40,377</b>
<b>Total equity</b>	<b>602,427</b>	<b>46,577</b>	<b>40,377</b>



## D2 Interests in other entities

\$ '000	Council's share of net assets	
	2022	2021
<b>Council's share of net assets</b>		
<b>Net share of interests in joint ventures and associates using the equity method – assets</b>		
Associates	34,725	29,548
<b>Total net share of interests in joint ventures and associates using the equity method – assets</b>	<b>34,725</b>	<b>29,548</b>
Total Council's share of net assets	34,725	29,548

## D2-1 Interests in associates

## Net carrying amounts – Council's share

\$ '000	Place of business	Nature of relationship	Interest in ownership			
			2022	2021	2022	2021
Central Tablelands Water	Blayney	Associate	33%	33%	29,816	29,548
<b>Total carrying amounts – material associates</b>					<b>29,816</b>	<b>29,548</b>

The following information is provided for associates that are individually material to the Council. Included are the amounts as per the individual associates' financial statements, adjusted for fair-value adjustments at acquisition date and differences in accounting policies, rather than the Council's share. Central Tablelands Water financial data is in fact from their Audited 2019/2020 financial statements, which are the most recent audited financial statements available.

## Details

	Principal activity	Measurement method
Central Tablelands Water	Supply Water	Equity

## Relevant interests and fair values

	Interest in outputs		Proportion of voting power	
	2022	2021	2022	2021
Central Tablelands Water	33%	33%	33%	33%

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## D2-1 Interests in associates (continued)

## Summarised financial information for associates

\$ '000	Central Tablelands Water	
	2022	2021
<b>Statement of financial position</b>		
<b>Current assets</b>		
Cash and cash equivalents	1,292	1,615
Other current assets	7,212	6,301
<b>Non-current assets</b>	<b>82,927</b>	<b>83,099</b>
<b>Current liabilities</b>		
Current financial liabilities (excluding trade and other payables and provisions)	413	532
Other current liabilities	1,549	1,412
<b>Non-current liabilities</b>		
Non-current financial liabilities (excluding trade and other payables and provisions)	23	430
<b>Net assets</b>	<b>89,446</b>	<b>88,641</b>
<b>Statement of comprehensive income</b>		
Income	7,445	7,600
Interest income	59	120
Depreciation and amortisation	(2,622)	(2,803)
Interest expense	(49)	(83)
Other expenses	(4,659)	(4,243)
<b>Profit/(loss) from continuing operations</b>	<b>174</b>	<b>591</b>
<b>Profit/(loss) for period</b>	<b>174</b>	<b>591</b>
Other comprehensive income	631	710
<b>Total comprehensive income</b>	<b>805</b>	<b>1,301</b>
<b>Share of income – Council (%)</b>	<b>33%</b>	<b>33%</b>
<b>Profit/(loss) – Council (\$)</b>	<b>58</b>	<b>197</b>
<b>Total comprehensive income – Council (\$)</b>	<b>268</b>	<b>434</b>
<b>Summarised Statement of cash flows</b>		
Cash flows from operating activities	3,095	3,224
Cash flows from investing activities	(2,886)	(3,141)
Cash flows from financing activities	(532)	(497)
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>(323)</b>	<b>(414)</b>
<b>Reconciliation of the carrying amount</b>		
Opening net assets (1 July)	88,641	87,340
Profit/(loss) for the period	174	591
Gains on revaluation of I, PP&E	631	710
<b>Closing net assets</b>	<b>89,446</b>	<b>88,641</b>
<b>Council's share of net assets (%)</b>	<b>33%</b>	<b>33%</b>
<b>Council's share of net assets (\$)</b>	<b>29,812</b>	<b>29,548</b>

**Accounting policy**

Interests in associates are accounted for using the equity method where the investment is initially recognised at cost and the carrying amount is increased or decreased to recognise the Council's share of the profit or loss and other comprehensive income of the investee after the date of acquisition.

If Council's share of losses of an associate equals or exceeds its interest in the associate, Council discontinues recognising its share of further losses.

Council's share in the associates gains or losses arising from transactions between itself and its associate are eliminated.

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## D2-1 Interests in associates (continued)

Adjustments are made to the associates accounting policies where they are different from those of the Council for the purposes of the consolidated financial statements.

## D2-2 Unconsolidated structured entities

Council did not consolidate the following structured entities:

## D2-3 Subsidiaries, joint arrangements and associates not recognised

The following subsidiaries, joint arrangements and associates have not been recognised in this financial report.

Name of entity/operation	Principal activity/type of entity	2022	2022
		Net profit	Net assets
<b>Section 355 Committees of Council</b>	Management control and care of Council property	3	791

### Reasons for non-recognition

Council auspice a number of Section 355 Committees and due to their immaterial value and nature have been excluded from recognition.

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## E Risks and accounting uncertainties

### E1-1 Risks relating to financial instruments held

Council's activities expose it to a variety of financial risks including (1) price risk, (2) credit risk, (3) liquidity risk and (4) interest rate risk.

The Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by Council's finance section under policies approved by the Council.

The fair value of Council's financial assets and financial liabilities approximates their carrying amount.

#### Financial assets

##### Measured at amortised cost

Fair value is determined as follows:

- **Cash and cash equivalents, receivables, payables** – are estimated to be the carrying value that approximates market value.
- **Borrowings and measure at amortised cost investments** – are based upon estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles, unless quoted market prices are available.
- Financial assets classified (i) **at fair value through profit and loss** or (ii) **at fair value through other comprehensive income** – are based upon quoted market prices (in active markets for identical investments) at the reporting date or independent valuation.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

Council has an investment policy which complies with the Local Government Act 1993 and Minister's investment order 625. This policy is regularly reviewed by Council and its staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

The risks associated with the instruments held are:

- **Price risk** – the risk that the capital value of Investments may fluctuate due to changes in market prices, whether there changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.
- **Interest rate risk** – the risk that movements in interest rates could affect returns and income.
- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.
- **Credit risk** – the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council – be it of a capital or income nature.

Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

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## E1-1 Risks relating to financial instruments held (continued)

## (a) Market risk – interest rate and price risk

\$ '000	2022	2021
The impact on result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	340	454

## (b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

## Credit risk profile

## Receivables – rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land; that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages payment.

\$ '000	Not yet overdue	overdue rates and annual charges < 5 years	≥ 5 years	Total
<b>2022</b>				
Gross carrying amount	593	184	–	777
<b>2021</b>				
Gross carrying amount	661	202	–	863

## Receivables - non-rates and annual charges and contract assets

Council applies the simplified approach for non-rates and annual charges debtors and contract assets to provide for expected credit losses, which permits the use of the lifetime expected loss provision at inception. To measure the expected credit losses, non-rates and annual charges debtors and contract assets have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision is determined as follows. The expected credit losses incorporate forward-looking information.

\$ '000	Not yet overdue	0 - 30 days	Overdue debts 31 - 60 days	61 - 90 days	> 91 days	Total
<b>2022</b>						
Gross carrying amount	4,488	2,435	4	1,406	759	9,092
Expected loss rate (%)	0.00%	0.00%	0.00%	0.00%	15.74%	1.31%
ECL provision	–	–	–	–	119	119
<b>2021</b>						
Gross carrying amount	2,957	2,302	42	3	788	6,092
Expected loss rate (%)	0.00%	0.00%	0.00%	0.00%	15.74%	2.04%

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## E1-1 Risks relating to financial instruments held (continued)

\$ '000	Not yet overdue	Overdue debts				Total
		0 - 30 days	31 - 60 days	61 - 90 days	> 91 days	
ECL provision	—	—	—	—	124	124

## (c) Liquidity risk

Payables, lease liabilities and borrowings are both subject to liquidity risk; that is, the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels, and by maintaining an adequate cash buffer. Payment terms can be extended, and overdraft facilities drawn upon in extenuating circumstances.

Borrowings are also subject to interest rate risk: the risk that movements in interest rates could adversely affect funding costs. Council manages this risk through diversification of borrowing types, maturities and interest rate structures.

The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities (refer to Note C2-1(b) for lease liabilities) and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

\$ '000	Weighted average interest rate	Subject to no maturity	≤ 1 Year	payable in: 1 - 5 Years	> 5 Years	Total cash outflows	Actual carrying values
2022							
Payables	0.00%	541	–	–	–	541	4,307
Borrowings	5.76%	–	1,403	–	–	1,403	1,403
Total financial liabilities		541	1,403	–	–	1,944	5,710
2021							
Payables	0.00%	537	2,454	–	–	2,991	3,480
Borrowings	5.76%	–	232	1,443	–	1,675	1,549
Total financial liabilities		537	2,686	1,443	–	4,666	5,029



## E2-1 Fair value measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

- Financial assets
- Infrastructure, property, plant and equipment

The fair value of assets and liabilities must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

**Level 1:** Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2:** Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3:** Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

### Recurring fair value measurements

		Fair value measurement hierarchy					
\$ '000	Notes	Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2022	2021	2022	2021	2022	2021
<b>Infrastructure, property, plant and equipment</b>	C1-7						
Capital works in progress		–	–	19,888	17,671	19,888	17,671
Plant and equipment		–	–	13,452	13,759	13,452	13,759
Office equipment		–	–	476	612	476	612
Furniture and fittings		–	–	264	286	264	286
Operational land		10,079	8,029	–	–	10,079	8,029
Community land		–	–	15,133	12,006	15,133	12,006
Land improvements non depreciable		–	–	15,890	15,032	15,890	15,032
Land Improvements depreciable		–	–	8,067	7,266	8,067	7,266
Building non specialised		–	–	2,466	2,212	2,466	2,212
Building specialised		–	–	30,550	29,753	30,550	29,753
Other structures		–	–	7,907	5,270	7,907	5,270
Roads		–	–	144,801	136,745	144,801	136,745
Bridges		–	–	48,189	44,935	48,189	44,935
Footpaths		–	–	7,961	7,497	7,961	7,497
Bulk earthworks		–	–	162,672	154,045	162,672	154,045
Stormwater drainage		–	–	63,155	60,017	63,155	60,017
Water supply network		–	–	23,433	20,874	23,433	20,874
Sewer network		–	–	28,371	31,921	28,371	31,921
Swimming pools		–	–	6,752	5,812	6,752	5,812
Tip assets		–	–	831	1,148	831	1,148
Quarry assets		–	–	65	108	65	108
Open Space/recreational assets		–	–	2,996	1,798	2,996	1,798
<b>Total infrastructure, property, plant and equipment</b>		<b>10,079</b>	<b>8,029</b>	<b>603,319</b>	<b>568,767</b>	<b>613,398</b>	<b>576,796</b>

### Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

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## E2-1 Fair value measurement (continued)

### Financial assets

Financial assets are exposed to financial risk such as price risk, credit risk, liquidity risk and interest rate risk surrounding the unpredictability of financial markets. The valuation technique for these assets is based on a market approach observing that the carrying value is a reasonable approximation of the fair value.

### Infrastructure, property, plant and equipment (IPPE)

The following table summaries the quantitative information relating to the significant unobservable inputs in deriving the various Level 3 asset class fair values.

Class	Valuation technique(s)	Unobservable inputs
Plant, equipment, furniture, fittings and office equipment	Cost approach	Current replacement cost, asset condition, useful life and residual value
Operational Land	Market approach	Price per square metre
Community Land	Market approach. Land values obtained from the NSW Valuer-General	Land value, land area, level of restriction.
Buildings	Cost approach	Current replacement cost of modern equivalent asset, asset condition, remaining lives, residual value.
Other structures	Cost approach	Current replacement cost of modern equivalent asset, asset condition, remaining lives, residual value.
Roads (including bridges, footpaths, bulk earthworks) and other similar assets	Cost approach	Asset condition, remaining lives using componentisation.
Stormwater Drainage	Cost approach	Asset condition, remaining lives
Water supply and sewerage network infrastructure	Cost approach	Asset condition, remaining lives using componentisation
Tips and quarry assets	Cost approach	Environmental legislation, timing of expected cash outflows, asset condition

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## E2-1 Fair value measurement (continued)

### Fair value measurements using significant unobservable inputs (level 3)

#### Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

\$ '000	Fair value 2022	Valuation technique/s	Unobservable inputs
<b>Infrastructure, property, plant and equipment</b>			
Buildings Specialised	30,550	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Conditions</li> <li>• Useful Life</li> </ul>
Buildings Non Specialised	2,465	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Conditions</li> <li>• Useful Life</li> </ul>
Capital Works in Progress	19,887	Cost Approach	<ul style="list-style-type: none"> <li>• Gross Replacement Cost</li> </ul>
Plant & Equipment	13,452	Cost Approach	<ul style="list-style-type: none"> <li>• Gross Replacement Cost</li> <li>• Remaining Useful Life</li> </ul>
Office Equipment	476	Cost Approach	<ul style="list-style-type: none"> <li>• Gross Replacement Cost</li> <li>• Remaining Useful Life</li> </ul>
Furniture & Fittings	263	Cost Approach	<ul style="list-style-type: none"> <li>• Gross Replacement Cost</li> <li>• Remaining Useful Life</li> </ul>
Land Improvements Non-Depreciable	15,890	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Condition</li> <li>• Remaining Useful Life</li> </ul>
Land Improvements Depreciable	8,067	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Condition</li> <li>• Remaining Useful Life</li> </ul>
Other structures	7,907	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Condition</li> <li>• Remaining Useful Life</li> </ul>
Roads	144,801	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Condition</li> <li>• Useful life</li> </ul>
Bridges	48,189	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Condition</li> <li>• Useful life</li> </ul>
Footpaths	7,961	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Condition</li> <li>• Useful life</li> </ul>
Bulk Earthworks	162,672	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Terrain rating</li> </ul>
Stormwater Drainage	63,155	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Conditions</li> <li>• Useful Life</li> </ul>
Water Supply Network	23,433	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Conditions</li> <li>• Useful Life</li> </ul>
Sewer Network	28,371	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Conditions</li> <li>• Useful Life</li> </ul>
Swimming Pools	6,752	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Conditions</li> <li>• Useful Life</li> </ul>
Open Space/Recreational Assets	2,996	Cost Approach	<ul style="list-style-type: none"> <li>• Unit Rates</li> <li>• Asset Conditions</li> <li>• Useful Life</li> </ul>
Tip Assets	831	Cost Approach	<ul style="list-style-type: none"> <li>• Discounted future Cash Flows</li> </ul>
Quarry Assets	65	Cost Approach	<ul style="list-style-type: none"> <li>• Discounted future Cash Flows</li> </ul>

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## E2-1 Fair value measurement (continued)

A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy is provided below:

\$ '000	Total	
	2022	2021
<b>Opening balance</b>	<b>576,796</b>	564,418
<b>Total gains or losses for the period</b>		
Recognised in other comprehensive income – revaluation surplus	–	3,260
<b>Other movements</b>		
Purchases (GBV)	–	21,207
Disposals (WDV)	–	(807)
Depreciation and impairment	–	(12,430)
Other movement	–	1,148
<b>Closing balance</b>	<b>576,796</b>	<b>576,796</b>

## Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

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## E3-1 Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

### LIABILITIES NOT RECOGNISED

#### 1. Guarantees

##### (i) Defined benefit superannuation contribution plans

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme – Pool B (the Scheme) which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB119 Employee Benefits for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

*Description of the funding arrangements.*

Pooled Employers are required to pay future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are:

Division B	1.9 times member contributions for non-180 Point Members; Nil for 180 Point Members*
Division C	2.5% salaries
Division D	1.64 times member contributions

\* For 180 Point Members, Employers are required to contribute 7.5% of salaries for the year ending 30 June 2022 (increasing to 8.0% in line with the increase in the Superannuation Guarantee) to these members' accumulation accounts, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$40 million for 1 July 2021 to 30 June 2022, apportioned according to each employer's share of the accrued liabilities as at 30 June 2021. These past service contributions are used to maintain the adequacy of the funding position for the accrued liabilities.

The adequacy of contributions is assessed at each triennial actuarial investigation and monitored annually between triennials.

*Description of the extent to which the Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan.*

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of past service contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Council.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

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### E3-1 Contingencies (continued)

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2022 was \$ 142,467.77. The last valuation of the Scheme was performed by fund actuary, Richard Boyfield, FIAA as at 30 June 2021.

The amount of additional contributions included in the total employer contribution advised above is nil. Council's expected contributions to the plan for the next annual reporting period is \$98,015.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2022 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,376.6	
Past Service Liabilities	2,380.7	99.8%
Vested Benefits	2,391.7	99.4%

\* excluding member accounts and reserves in both assets and liabilities.

The share of any funding surplus or deficit that can be attributed to Council is 0.35%.

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

Investment return	5.5% per annum
Salary inflation *	3.5% per annum
Increase in CPI	2.5% per annum

\* Plus promotional increases

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review, which will be a triennial actuarial investigation will be completed by December 2022.

#### (ii) Statewide Limited

Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to local government.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the net assets or liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the fund years.

The future realisation and finalisation of claims incurred but not reported to 30/6 this year may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

#### (iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

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## E3-1 Contingencies (continued)

### (iv) Other guarantees

Council has provided no other guarantees other than those listed above.

## 2. Other liabilities

### (i) Third party claims

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

### (ii) Potential land acquisitions due to planning restrictions imposed by Council

Council has classified a number of privately owned land parcels as local open space or bushland.

As a result, where notified in writing by the various owners, Council will be required to purchase these land parcels.

At reporting date, reliable estimates as to the value of any potential liability (and subsequent land asset) from such potential acquisitions has not been possible.

## ASSETS NOT RECOGNISED

### (i) Land under roads

As permitted under AASB 1051, Council has elected not to bring to account land under roads that it owned or controlled up to and including 30/6/08.

### (ii) Infringement notices/fines

Fines and penalty income, the result of Council issuing infringement notices is followed up and collected by the Infringement Processing Bureau.

Council's revenue recognition policy for such income is to account for it as revenue on receipt.

Accordingly, at year end, there is a potential asset due to Council representing issued but unpaid infringement notices.

Due to the limited information available on the status, value and duration of outstanding notices, Council is unable to determine the value of outstanding income.

## F People and relationships

### F1 Related party disclosures

#### F1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

\$ '000	2022	2021
<b>Compensation:</b>		
Short-term benefits	766	732
Post-employment benefits	62	65
Other long-term benefits	20	14
<b>Total</b>	<b>848</b>	<b>811</b>

#### Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of Council delivering a public service objective (e.g. access to library or Council swimming pool by KMP) will not be disclosed.

- 1 A KMP of Council has an interest in purchase of property
- 2 A KMP of Council has an ownership stake in the Molong Express with whom the Council advertises from time to time.
- 3 A KMP of council has an interest in a Community Group that Council donates funds to on occasion
- 4 KMP of Council have total outstanding Rates, Debtor and/or Water/Sewer accounts to the amount of \$4,870.70
- 5 KMP of Council has a Development Application in progress.

## F1-2 Councillor and Mayoral fees and associated expenses

\$ '000	2022	2021
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The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:

Mayoral fee	25	27
Councillors' fees	126	146
Other Councillors' expenses (including Mayor)	78	45
<b>Total</b>	<b>229</b>	<b>218</b>

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Cabonne Council | Notes to the Financial Statements 30 June 2022

## F1-3 Other related parties

\$ '000	Transactions during the year	Outstanding balances including commitments	Terms and conditions	Impairment provision on outstanding balances	Impairment expense
2022					
Central Tablelands Water	104	-		-	-
2021					
Central Tablelands Water	176	-		-	-

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## F2 Other relationships

## F2-1 Audit fees

\$ '000	2022	2021
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During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms

**Auditors of the Council - NSW Auditor-General:****(i) Audit and other assurance services**

Audit and review of financial statements

	60	53
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<b>Remuneration for audit and other assurance services</b>	<b>60</b>	<b>53</b>
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<b>Total Auditor-General remuneration</b>	<b>60</b>	<b>53</b>
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**Non NSW Auditor-General audit firms**

<b>Total audit fees</b>	<b>60</b>	<b>53</b>
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## G Other matters

## G1-1 Statement of Cash Flows information

## Reconciliation of net operating result to cash provided from operating activities

\$ '000	2022	2021
<b>Net operating result from Income Statement</b>	<b>5,119</b>	4,943
<b>Add / (less) non-cash items:</b>		
Depreciation and amortisation	12,495	12,472
(Gain) / loss on disposal of assets	557	(725)
Losses/(gains) recognised on fair value re-measurements through the P&L:		
– Revaluation decrements / impairments of IPP&E direct to P&L	49	–
Share of net (profits)/losses of associates/joint ventures using the equity method	(423)	(197)
<b>Movements in operating assets and liabilities and other cash items:</b>		
(Increase) / decrease of receivables	(1,538)	333
Increase / (decrease) in provision for impairment of receivables	1	–
(Increase) / decrease of inventories	(138)	(6)
(Increase) / decrease of other current assets	17	11
(Increase) / decrease of contract asset	(1,480)	133
Increase / (decrease) in payables	660	(1,649)
Increase / (decrease) in accrued interest payable	(1)	–
Increase / (decrease) in other accrued expenses payable	76	(613)
Increase / (decrease) in other liabilities	92	233
Increase / (decrease) in contract liabilities	(1,091)	3,003
Increase / (decrease) in employee benefit provision	(343)	303
Increase / (decrease) in other provisions	(351)	1,145
<b>Net cash flows from operating activities</b>	<b>13,701</b>	<b>19,386</b>

## G2-1 Commitments

## Capital commitments (exclusive of GST)

\$ '000	2022	2021
---------	------	------

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

**Property, plant and equipment**

Sewerage and water infrastructure	129	646
Buildings	2,758	264
Plant and equipment	2,231	1,145
Roads, Bridges & Footpaths	2,601	816
Other structures	1,377	177
Other	1,112	484
<b>Total commitments</b>	<b>10,208</b>	<b>3,532</b>

**These expenditures are payable as follows:**

Within the next year	10,208	3,532
<b>Total payable</b>	<b>10,208</b>	<b>3,532</b>

**Sources for funding of capital commitments:**

Unrestricted general funds	4,917	1,999
Future grants and contributions	1,209	1,198
Externally restricted reserves	22	29
Internally restricted reserves	4,060	306
<b>Total sources of funding</b>	<b>10,208</b>	<b>3,532</b>

## G3-1 Events occurring after the reporting date

Council is unaware of any material or significant 'non-adjusting events' that should be disclosed.

Cabonne Council | Notes to the Financial Statements 30 June 2022

## G4 Statement of developer contributions as at 30 June 2022

## G4-1 Summary of developer contributions

\$ '000	Opening balance at 1 July 2021	Contributions received during the year		Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2022	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash					
Roads	850	89	-	1	-	-	940	-
Other	149	18	-	-	(16)	-	151	-
<b>S7.11 contributions – under a plan</b>	<b>999</b>	<b>107</b>	<b>-</b>	<b>1</b>	<b>(16)</b>	<b>-</b>	<b>1,091</b>	<b>-</b>
<b>Total S7.11 and S7.12 revenue under plans</b>	<b>999</b>	<b>107</b>	<b>-</b>	<b>1</b>	<b>(16)</b>	<b>-</b>	<b>1,091</b>	<b>-</b>
<b>Total contributions</b>	<b>999</b>	<b>107</b>	<b>-</b>	<b>1</b>	<b>(16)</b>	<b>-</b>	<b>1,091</b>	<b>-</b>

Under the Environmental Planning and Assessment Act 1979, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

## G4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2021	Contributions received during the year		Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2022	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash					
CONTRIBUTION PLAN NUMBER 1 – SMALL RURAL HOLDINGS								
Roads	47	–	–	–	–	–	47	–
Total	47	–	–	–	–	–	47	–
CONTRIBUTION PLAN NUMBER – GENERAL RURAL ZONE								
Roads	803	89	–	1	–	–	893	–
Total	803	89	–	1	–	–	893	–
CONTRIBUTION PLAN NUMBER – BUSHFIRE EQUIPMENT								
Other	149	18	–	–	(16)	–	151	–
Total	149	18	–	–	(16)	–	151	–

## G5 Statement of performance measures

## G5-1 Statement of performance measures – consolidated results

\$ '000	Amounts 2022	Indicator 2022	Indicators 2021	Indicators 2020	Benchmark
<b>1. Operating performance ratio</b>					
Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1,2</sup>	(3,925)	(9.68)%	(18.00)%	(0.52)%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>	40,536				
<b>2. Own source operating revenue ratio</b>					
Total continuing operating revenue excluding all grants and contributions <sup>1</sup>	26,623	53.50%	51.03%	54.52%	> 60.00%
Total continuing operating revenue <sup>1</sup>	49,763				
<b>3. Unrestricted current ratio</b>					
Current assets less all external restrictions	30,669	21.05x	8.33x	6.02x	> 1.50x
Current liabilities less specific purpose liabilities	1,457				
<b>4. Debt service cover ratio</b>					
Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>	8,699	31.63x	28.56x	34.29x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	275				
<b>5. Rates and annual charges outstanding percentage</b>					
Rates and annual charges outstanding	579	3.57%	4.96%	4.93%	< 10.00%
Rates and annual charges collectable	16,232				
<b>6. Cash expense cover ratio</b>					
Current year's cash and cash equivalents plus all term deposits	44,683	13.95 months	16.30 months	21.48 months	> 3.00 months
Monthly payments from cash flow of operating and financing activities	3,204				

(1) Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

(2) Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, net loss on disposal of assets and net loss on share of interests in joint ventures and associates using the equity method

Cabonne Council | Notes to the Financial Statements 30 June 2022

## G5-2 Statement of performance measures by fund

\$ '000	General Indicators <sup>3</sup>		Water Indicators		Sewer Indicators		Benchmark
	2022	2021	2022	2021	2022	2021	
<b>1. Operating performance ratio</b>							
Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1,2</sup>	(8.22)%	(15.41)%	(40.18)%	(77.81)%	(16.88)%	(24.35)%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>							
<b>2. Own source operating revenue ratio</b>							
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>	51.46%	48.50%	50.69%	48.52%	95.53%	98.13%	> 60.00%
Total continuing operating revenue <sup>1</sup>							
<b>3. Unrestricted current ratio</b>							
Current assets less all external restrictions	21.05x	8.33x	23.41x	22.07x	2.99x	19.81x	> 1.50x
Current liabilities less specific purpose liabilities							
<b>4. Debt service cover ratio</b>							
Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>	41.77x	46.13x	∞	∞	7.07x	4.68x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)							
<b>5. Rates and annual charges outstanding percentage</b>							
Rates and annual charges outstanding	4.30%	5.93%	0.00%	0.00%	0.00%	0.00%	< 10.00%
Rates and annual charges collectable							
<b>6. Cash expense cover ratio</b>							
Current year's cash and cash equivalents plus all term deposits	11.69 months	15.91 months	∞	20.56 months	∞	17.32 months	> 3.00 months
Monthly payments from cash flow of operating and financing activities							

**End of the audited financial statements**

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## H Additional Council disclosures (unaudited)

### H1-1 Council information and contact details

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**Principal place of business:**

99 -101 Bank Street  
Molong NSW 2866

**Mailing Address:**

PO Box 17  
Molong NSW 2866

**Telephone:** 02 6392 3200**Facsimile:** 02 6392 3260**Opening hours:**

9:00am - 5:00pm  
Monday to Friday

**Internet:** [www.cabonne.nsw.gov.au](http://www.cabonne.nsw.gov.au)**Email:** [council@cabonne.nsw.gov.au](mailto:council@cabonne.nsw.gov.au)**Officers****General Manager**

Bradley Byrnes

**Responsible Accounting Officer**

Heather Nicholls

**Public Officer**

Jolene Pearson

**Auditors**

Audit Office of NSW  
Level 15, 1 Margaret Street  
SYDNEY NSW 2001

**Elected members****Mayor**

Kevin Beatty

**Councillors**

Jamie Jones  
Peter Batten  
Marlene Nash  
Jennifer Weaver  
Elizabeth Oldham  
Kathryn O'Ryan  
Andrew Pull  
Andrew Rawson

**Other information**

ABN: 419 929 192 00



## Cabonne Council

### General Purpose Financial Statements for the year ended 30 June 2022

#### Independent Auditor's Reports:

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On the Financial Statements (Sect 417 [2])

#### Independent Auditor's Report

Please uplift Council's Audit Report PDF (opinion) for inclusion in the GPFS report (via the Home screen).

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## Cabonne Council

### General Purpose Financial Statements for the year ended 30 June 2022

#### Independent Auditor's Reports: (continued)

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#### On the Financial Statements (Sect 417 [3])

#### Independent Auditor's Report

Please uplift Council's Audit Report PDF (commentary) for inclusion in the GPFS report (via the Home screen).

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## Cabonne Council

SPECIAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2022

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*"Cabonne Council is committed to providing sustainable local government to our rural communities through consultation and sound financial management which will ensure equitable resource allocation."*



## Cabonne Council

### Special Purpose Financial Statements

for the year ended 30 June 2022

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<b>Special Purpose Financial Statements:</b>	
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Income Statement of sewerage business activity	5
Statement of Financial Position of water supply business activity	6
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<b>Note – Significant Accounting Policies</b>	<b>8</b>
<b>Auditor's Report on Special Purpose Financial Statements</b>	<b>11</b>

#### Background

- i. These Special Purpose Financial Statements have been prepared for the use by both Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.
- ii. The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.  
  
Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.
- iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.  
  
These include (a) those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and (b) those activities with a turnover of more than \$2 million that Council has formally declared as a business activity (defined as Category 1 activities).
- iv. In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must (a) adopt a corporatisation model and (b) apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).

## Cabonne Council

### Special Purpose Financial Statements

for the year ended 30 June 2022

#### Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 22 November 2022.

Kevin Beatty  
Mayor  
22 November 2022

Jamie Jones  
Deputy Mayor  
22 November 2022

Bradley Bymes  
General Manager  
22 November 2022

Heather Nicholls  
Responsible Accounting Officer  
22 November 2022

Cabonne Council | Income Statement of water supply business activity | for the year ended 30 June 2022

## Cabonne Council

## Income Statement of water supply business activity

for the year ended 30 June 2022

\$ '000	2022	2021
<b>Income from continuing operations</b>		
Access charges	567	507
User charges	664	540
Interest and investment income	11	13
Other income	5	8
<b>Total income from continuing operations</b>	<b>1,247</b>	<b>1,068</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	574	531
Materials and services	386	591
Depreciation, amortisation and impairment	698	668
Other expenses	90	109
<b>Total expenses from continuing operations</b>	<b>1,748</b>	<b>1,899</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>(501)</b>	<b>(831)</b>
Grants and contributions provided for capital purposes	1,213	1,133
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>712</b>	<b>302</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>712</b>	<b>302</b>
<b>Surplus (deficit) after tax</b>	<b>712</b>	<b>302</b>
<b>Plus accumulated surplus</b>	<b>26,045</b>	<b>25,743</b>
<b>Plus adjustments for amounts unpaid:</b>		
<b>Closing accumulated surplus</b>	<b>26,757</b>	<b>26,045</b>
<b>Return on capital %</b>	<b>(1.2)%</b>	<b>(2.2)%</b>
<b>Subsidy from Council</b>	<b>1,990</b>	<b>1,395</b>
<b>Calculation of dividend payable:</b>		
Surplus (deficit) after tax	712	302
Less: capital grants and contributions (excluding developer contributions)	(1,213)	(1,133)
<b>Surplus for dividend calculation purposes</b>	<b>-</b>	<b>-</b>
<b>Potential dividend calculated from surplus</b>	<b>-</b>	<b>-</b>

Cabonne Council | Income Statement of sewerage business activity | for the year ended 30 June 2022

## Cabonne Council

## Income Statement of sewerage business activity

for the year ended 30 June 2022

\$ '000	2022	2021
<b>Income from continuing operations</b>		
Access charges	2,199	2,063
User charges	69	71
Fees	(47)	5
Interest and investment income	24	17
<b>Total income from continuing operations</b>	<b>2,245</b>	<b>2,156</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	669	541
Borrowing costs	86	94
Materials and services	691	808
Depreciation, amortisation and impairment	901	871
Other expenses	277	367
<b>Total expenses from continuing operations</b>	<b>2,624</b>	<b>2,681</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>(379)</b>	<b>(525)</b>
Grants and contributions provided for capital purposes	105	41
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>(274)</b>	<b>(484)</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>(274)</b>	<b>(484)</b>
<b>Surplus (deficit) after tax</b>	<b>(274)</b>	<b>(484)</b>
<b>Plus accumulated surplus</b>	<b>23,861</b>	<b>24,345</b>
<b>Closing accumulated surplus</b>	<b>23,587</b>	<b>23,861</b>
<b>Return on capital %</b>	<b>(0.8)%</b>	<b>(1.1)%</b>
<b>Subsidy from Council</b>	<b>1,662</b>	<b>1,030</b>
<b>Calculation of dividend payable:</b>		
Surplus (deficit) after tax	(274)	(484)
Less: capital grants and contributions (excluding developer contributions)	(105)	(41)
<b>Surplus for dividend calculation purposes</b>	<b>-</b>	<b>-</b>
<b>Potential dividend calculated from surplus</b>	<b>-</b>	<b>-</b>

Cabonne Council | Statement of Financial Position of water supply business activity | for the year ended 30 June 2022

## Cabonne Council

## Statement of Financial Position of water supply business activity

as at 30 June 2022

\$ '000	2022	2021
<b>ASSETS</b>		
<b>Current assets</b>		
Contract assets and contract cost assets	370	435
Cash and cash equivalents	3,955	3,754
Receivables	1,785	445
<b>Total current assets</b>	<b>6,110</b>	<b>4,634</b>
<b>Non-current assets</b>		
Receivables	50	66
Infrastructure, property, plant and equipment	40,679	37,862
<b>Total non-current assets</b>	<b>40,729</b>	<b>37,928</b>
<b>Total assets</b>	<b>46,839</b>	<b>42,562</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Payables	261	210
<b>Total current liabilities</b>	<b>261</b>	<b>210</b>
<b>Total liabilities</b>	<b>261</b>	<b>210</b>
<b>Net assets</b>	<b>46,578</b>	<b>42,352</b>
<b>EQUITY</b>		
Accumulated surplus	24,023	26,045
Revaluation reserves	22,554	16,307
<b>Total equity</b>	<b>46,577</b>	<b>42,352</b>



Cabonne Council | Statement of Financial Position of sewerage business activity | for the year ended 30 June 2022

## Cabonne Council

## Statement of Financial Position of sewerage business activity

as at 30 June 2022

\$ '000	2022	2021
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	3,292	2,785
Receivables	962	940
<b>Total current assets</b>	<b>4,254</b>	<b>3,725</b>
<b>Non-current assets</b>		
Receivables	150	180
Infrastructure, property, plant and equipment	37,394	40,178
<b>Total non-current assets</b>	<b>37,544</b>	<b>40,358</b>
<b>Total assets</b>	<b>41,798</b>	<b>44,083</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Payables	19	43
Borrowings	1,403	145
<b>Total current liabilities</b>	<b>1,422</b>	<b>188</b>
<b>Non-current liabilities</b>		
Borrowings	–	1,403
<b>Total non-current liabilities</b>	<b>–</b>	<b>1,403</b>
<b>Total liabilities</b>	<b>1,422</b>	<b>1,591</b>
<b>Net assets</b>	<b>40,376</b>	<b>42,492</b>
<b>EQUITY</b>		
Accumulated surplus	20,952	23,861
Revaluation reserves	19,425	18,631
<b>Total equity</b>	<b>40,377</b>	<b>42,492</b>

## Note – Significant Accounting Policies

A statement summarising the supplemental accounting policies adopted in the preparation of the special purpose financial statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these special purpose financial statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these special purpose financial statements have been prepared in accordance with the *Local Government Act 1993* (Act), the *Local Government (General) Regulation 2005* (Regulation) and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, fair value of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

### National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government. The framework for its application is set out in the June 1996 NSW Government Policy statement titled 'Application of National Competition Policy to Local Government'. *The Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, and returns on investments (rate of return and dividends paid).

### Declared business activities

In accordance with *Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality*, Council has declared that the following are to be considered as business activities:

#### Category 1

(where gross operating turnover is over \$2 million)

##### Cabonne Council Combined Sewerage Supplies

Sewerage reticulation and treatment operations servicing the towns of Molong, Eugowra, Canowindra, Cudal, Yeoval, Cumnock and Manildra.

These are reported under two special rate funds:

- Cabonne Sewer Fund, servicing the towns of Molong, Canowindra and Eugowra, and
- Small Town Sewer Fund, servicing the towns of Manildra, Cudal, Cumnock and Yeoval

#### Category 2

(where gross operating turnover is less than \$2 million)

##### Cabonne Council Combined Water Supplies

Water supply operations servicing the towns of Molong, Yeoval and Cumnock, established as a combined special rate fund.

### Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs. However, where Council does not pay some taxes, which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in special purpose financial statements. For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

continued on next page ...

Page 8 of 11

## Note – Significant Accounting Policies (continued)

### Notional rate applied (%)

Corporate income tax rate – 25% (20/21 26%)

Land tax – the first \$822,000 of combined land values attracts 0%. For the combined land values in excess of \$822,000 up to \$5,026,000 the rate is \$100 + 1.6%. For the remaining combined land value that exceeds \$5,026,000 a premium marginal rate of 2.0% applies.

Payroll tax – 4.85% on the value of taxable salaries and wages in excess of \$1,200,000.

In accordance with the Department of Planning, Industry & Environment – Water guidelines, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the Best Practice Management of Water Supply and Sewer Guidelines as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the Act.

Achievement of substantial compliance to the DPIE – Water guidelines is not a prerequisite for the payment of the tax equivalent charges; however the payment must not exceed \$3 per assessment.

### Income tax

An income tax equivalent has been applied on the profits of the business activities.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 25% (20/21 26%).

Income tax is only applied where a gain/ (loss) from ordinary activities before capital amounts has been achieved.

Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 25% is not the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

### Local government rates and charges

A calculation of the equivalent rates and charges for all Category 1 businesses has been applied to all assets owned, or exclusively used by the business activity.

### Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that Council business activities face 'true' commercial borrowing costs in line with private sector competitors. In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

#### (i) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed. Subsidies occur where Council provides services on a less than cost recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations. The overall effect of subsidies is contained within the Income Statements of business activities.

#### (ii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Funds are subsequently available for meeting commitments or financing future investment strategies. The rate of return is disclosed for each of Council's business activities on the Income Statement.

continued on next page ...

Page 9 of 11

## Note – Significant Accounting Policies (continued)

The rate of return is calculated as follows:

**Operating result before capital income + interest expense**

**Written down value of I,PP&E as at 30 June**

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 3.66% at 30/6/22.

### (iii) Dividends

Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

Local government water supply and sewerage businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus.

Each dividend must be calculated and approved in accordance with the DPIE – Water guidelines and must not exceed:

- 50% of this surplus in any one year, or
- the number of water supply or sewerage assessments at 30 June 2022 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with the Best Practice Management of Water Supply and Sewer Guidelines a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the DPIE – Water.

DRAFT

Cabonne Council | Special Purpose Financial Statements 2022

**Cabonne Council**

**Special Purpose Financial Statements**  
for the year ended 30 June 2022

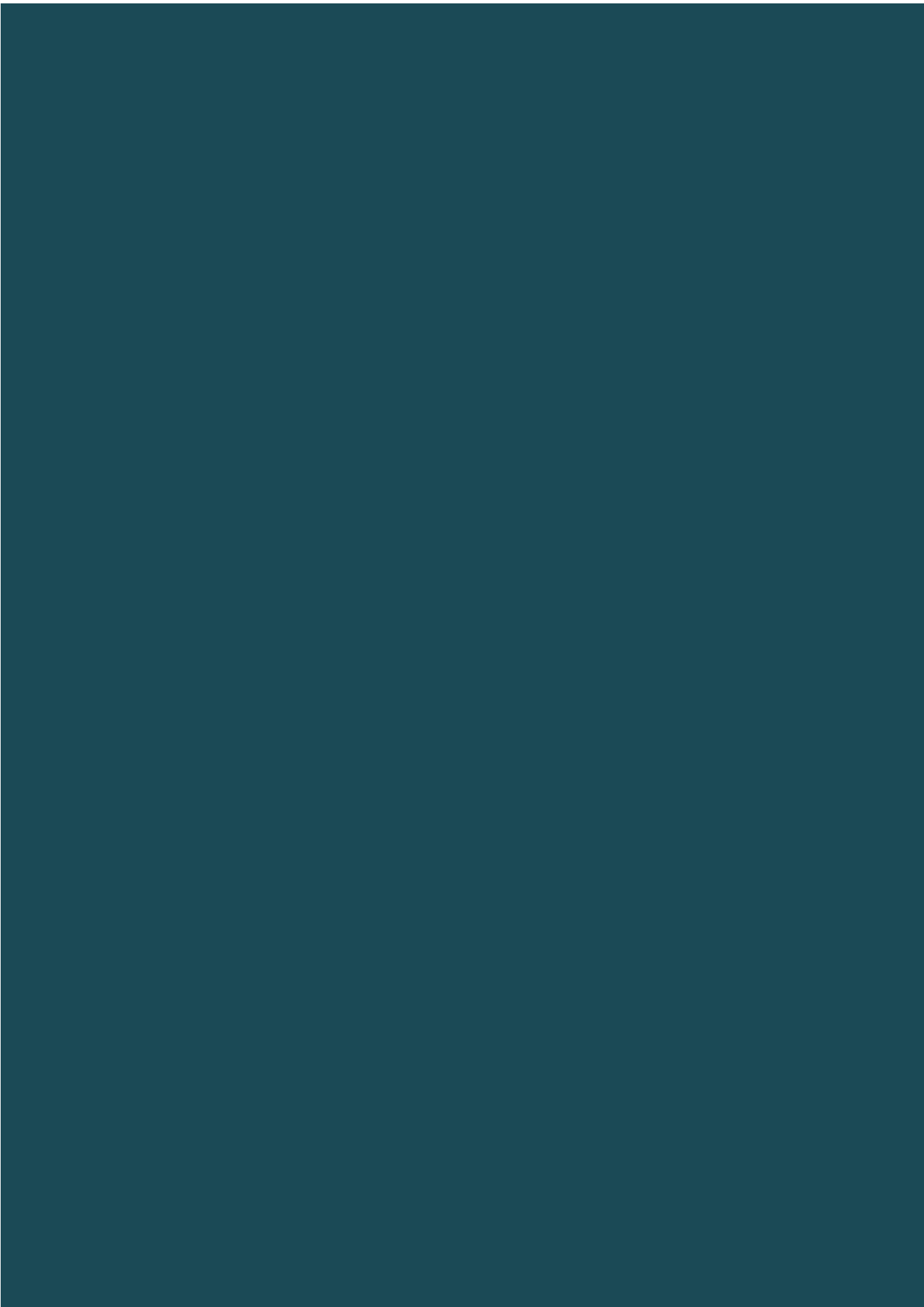
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DRAFT



# CABONNE COUNCIL ANNUAL REPORT 2021/22







# ACKNOWLEDGMENT OF COUNTRY

In the spirit of reconciliation, Council acknowledges the Traditional Custodians of the country throughout Australia and their connections to land, sea, and community.

Cabonne Council acknowledges and pays respect to the Wiradjuri people, the traditional custodians of the land referred to as Cabonne.

We recognise Aboriginal spiritual, social and cultural connections to these lands and waters, and state our commitment to ensuring that Aboriginal rights, as enshrined in legislation, are upheld and not eroded.



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## READING THIS ANNUAL REPORT

The Annual Report is one of the key points of accountability between a Council and its community. The report focuses on Council's implementation of the Delivery Program and Operational Plan, and the effectiveness of the principal activities undertaken in achieving the objectives within the Community Strategic Plan at which those activities are directed.

In accordance with the Local Government Act 1993, Council must publish an Annual Report to provide an update to its community and stakeholders about Council finances, performance and how Council have delivered against our strategic management plans. The report must be presented in accordance with the Local Government Regulation and Integrated Planning and Reporting Guidelines.

The 2021/22 Annual Report is a chance to share the opportunities and challenges faced during the financial year, and some of the noteworthy achievements during 2021/22, in an effort to serve ratepayers, residents, businesses and visitors.

# INTRODUCTION





## MAYOR'S WELCOME



Kevin Beatty, Mayor

I am very proud to present Cabonne Council's 2021/22 Annual Report. The vibrancy and caring nature of our community shines brightly throughout this report and sets the tone of the great things ahead for Cabonne.

The past year has not been without its challenges. Last year we revamped our plans and operations in the face of the COVID-19 crisis, with our energy primarily focused on supporting our community.

Whilst the work of a Council is never complete, reflecting on the achievements and milestones made by Council throughout the financial year is essential for understanding where we have come from, and where we are going.

In 2021-22 Council undertook both online and face-to-face public consultations across all our towns and villages, with a goal of allowing the community to contribute towards the development of a Cabonne Community Strategic Plan, as well as help to inform the work of Council - including major projects and plans. The thoughtful and proactive conversations had with residents, business owners and visitors is an indication of our community's desire to actively contribute to the future of our ever-growing region.

## INTRODUCTION FROM THE GENERAL MANAGER

Careful planning is essential for enhancing Cabonne's offering to residents, visitors and investors alike.

During 2021/22, Council finalised its new Community Strategic Plan 2022-2032, a guiding strategic document that outlines the community's aspirations for the future and the measures that needs to be in place to achieve these goals.

This Annual Report highlights how Council has worked together with our community and other stakeholders to achieve our shared aspirations for Cabonne.

All of our work has been underpinned by a continued focus on good governance, transparency, community participation and informed decision making. This has been complemented by a diligent financial strategy, ensuring the ongoing financial sustainability of our organisation.



Brad Byrnes, General Manager

## COUNCIL'S VISION

Cabonne Council is committed to providing a sustainable local government to our rural communities through consultation and sound financial management which will ensure equitable resource allocation.

## COUNCIL'S MISSION

To be a progressive and innovative Council which maintains relevance through local governance to its community and diverse rural area by facilitating the provision of service to satisfy identified current and future needs.

## COUNCIL'S VALUES

In all we do, we will:

- Respect each other, our community and the environment we live in
- Balance today's decisions with the long-term future in mind
- Be friendly and approachable, and work together
- Strive to do our very best and take personal responsibility for our actions



## OUR COMMUNITY

 330  
YEOVAL

491   
CUMNOCK

 2,595  
MOLONG

 822  
MANILDRA

 561  
MULLION  
CREEK

 586  
CUDAL

 562  
CARGO

 862  
EUGOWRA

 2437  
CANOWINDRA

Cabonne is a rich rural shire in Central West NSW, made up of 11 towns, villages, and localities including: Borenore, Canowindra, Cargo, Cudal, Cumnock, Eugowra, Manildra, Molong, Mullion Creek, Nashdale and Yeoval.

Cabonne extends from Eugowra in the west, the site of Australia's biggest & most famous gold robbery at Escort Rock by Frank Gardiner, through to Ophir in the east, where Australia's first gold rush was. In the south is Canowindra, the ballooning Capital of Australia, a town full of historic pubs, antiques and wine, and to the north is the village of Yeoval, the childhood home of Banjo Paterson, one of Australia's most famous poets.

Australia's Food Basket produces a spectacular variety of foods including; dairy products, beef, lamb, venison, apples, berries, canola oil, wine, flour, eggs, honey and gourmet food products.

The Cabonne Local Government Area (LGA) occupies 6,023 square kilometres with our pristine environment home to some of the most beautiful and bountiful country in New South Wales, including the magnificent Mount Canobolas, Borenore Caves and three National Parks. Mount Canobolas is the highest point in the Shire at 1395m above sea level.



# 2021/22 YEAR IN REVIEW





# CABONNE AT A GLANCE

Population  
**13,766**

## Top Industries of Employment

- 1** Agriculture, Forestry, and Fishing
- 2** Health Care and Social Assistance
- 3** Education and Training
- 4** Construction
- 5** Retail Trade



**1,754**  
businesses



**6,023km**  
total land area



**10** medical services

**22%**  
population volunteers

**44**  
medium age

**19** schools

**97%**  
residents employed

**5,881**  
dwellings

**8** public halls

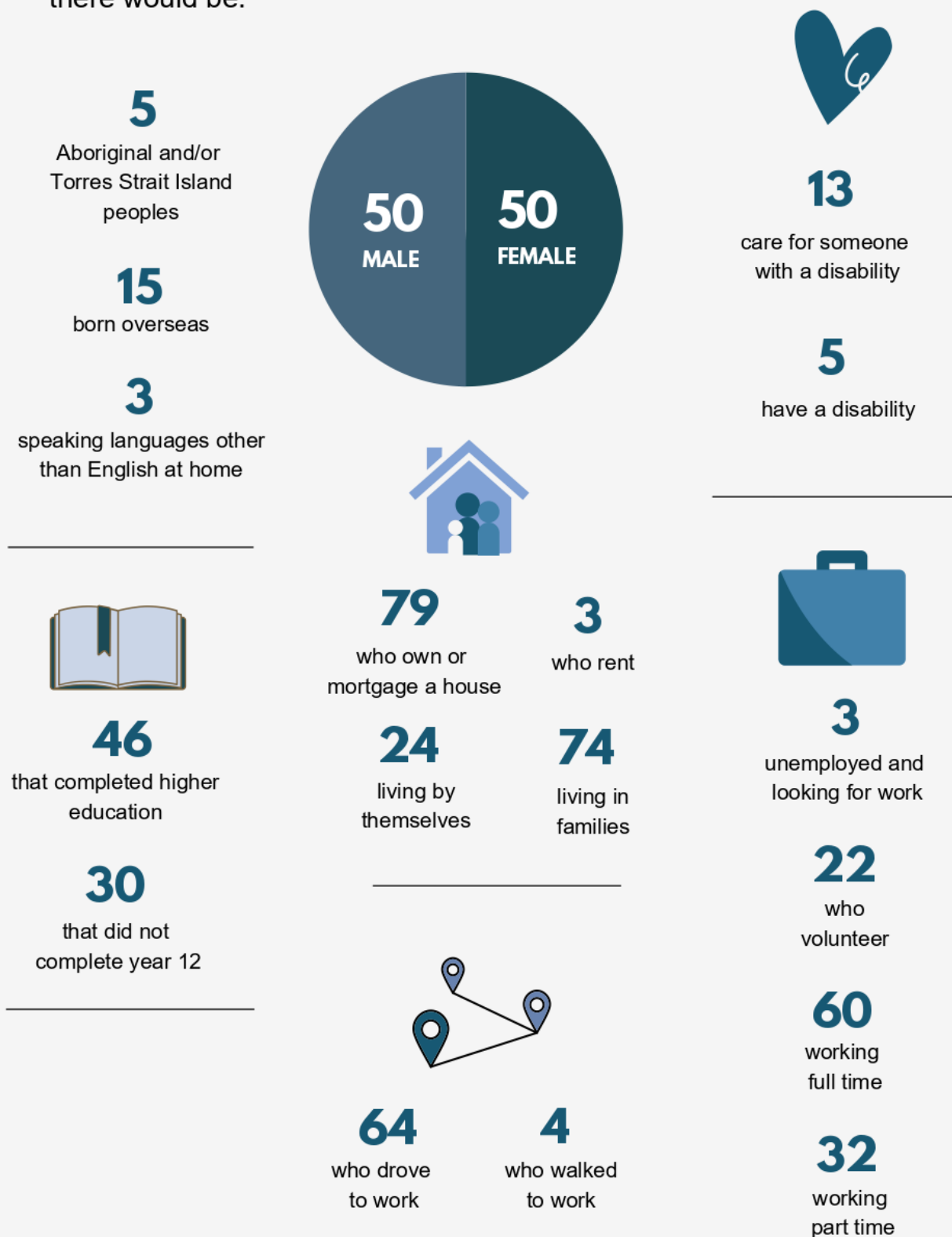
**29**  
hectares of open public space

**7** pools

**3** libraries



If Cabonne consisted of **100 people**,  
there would be:



Australian Bureau of Statistics (2021)

## HOW WE PLAN & REPORT



## HOW WE PLAN & REPORT

### Cabonne 2025 - Community Strategic Plan

Cabonne 2025 is the long-term plan that represents the vision, aspirations and priorities of the Cabonne community for their preferred future.

Cabonne 2025 steers council's planning and helps us achieve the long-term outcomes our residents want for our local area. In areas and topics where we don't have control over outcomes, we work with other levels of government and key stakeholders to influence policy, planning, infrastructure and service delivery. The plan also forms the basis for our Delivery Program and Operational Plan.

### Community Strategic Plan 2022-2032

Community consultation for the new Community Strategic Plan 2022-2032 began in October 2021, with follow up consultation in February-March 2022.

There was input from more than 600 people and nearly 500 individual ideas. Consultation included:

- 11 on-line workshops
- 11 face-to-face workshops/BBQs
- 50 hours of direct community engagement.
- 1 on 1 discussions with key stakeholders
- 135 contributions through question of the week.

### Our Delivery Program 2018-2022 and Operational Plan 2021-2022

The Delivery Program 2018-2022 is one layer of the Integrated Planning and Reporting framework that all NSW councils must develop to meet the requirements of the Local Government Act 1993. It outlines the work council can do to achieve Future Directions outlined by the community in the Community Strategic Plan.

The focus in the Delivery Program is to deliver against the five Future Directions outlined in the Community Strategic Plan:

- Connect Cabonne to each other & the world
- Build business & generate employment
- Provide & develop community facilities
- Grow Cabonne's culture & community
- Manage our natural resources

The annual Operational Plan 2021/22 supports the Delivery Program 2018-2022. It details the activities we undertook from 1 July 2021 to 30 June 2022. It is reported on every six months and reviewed each year. These performance reports are published in reports to council and are on council's website to inform the community of our progress.

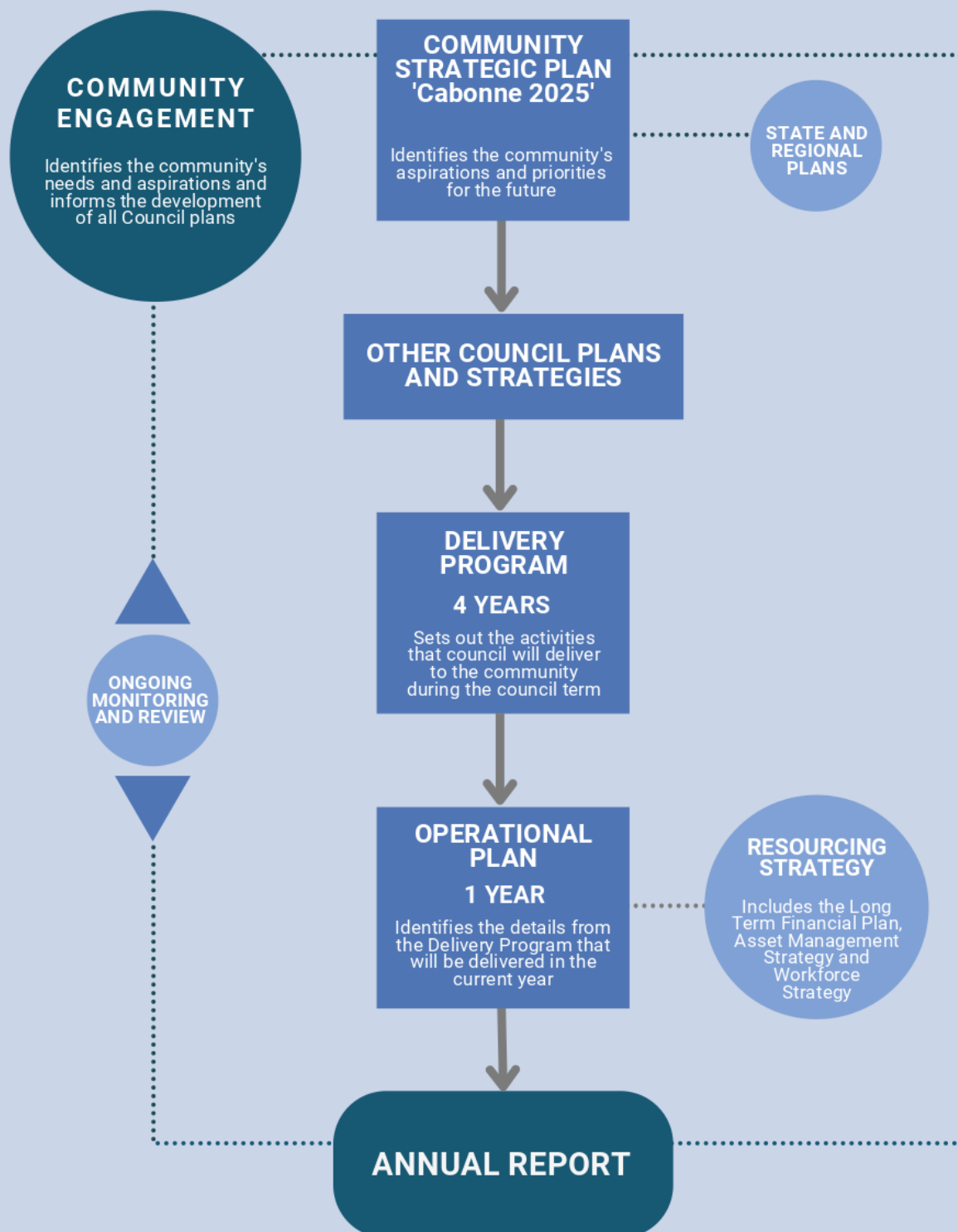
### Our Annual Report 2021/22

This annual report summarises the performance of Cabonne Council for 2021/22 against the directions in Cabonne 2025 and the services and projects in the Operational Plan 2021/22.

It identifies our major projects and activities in the past year.

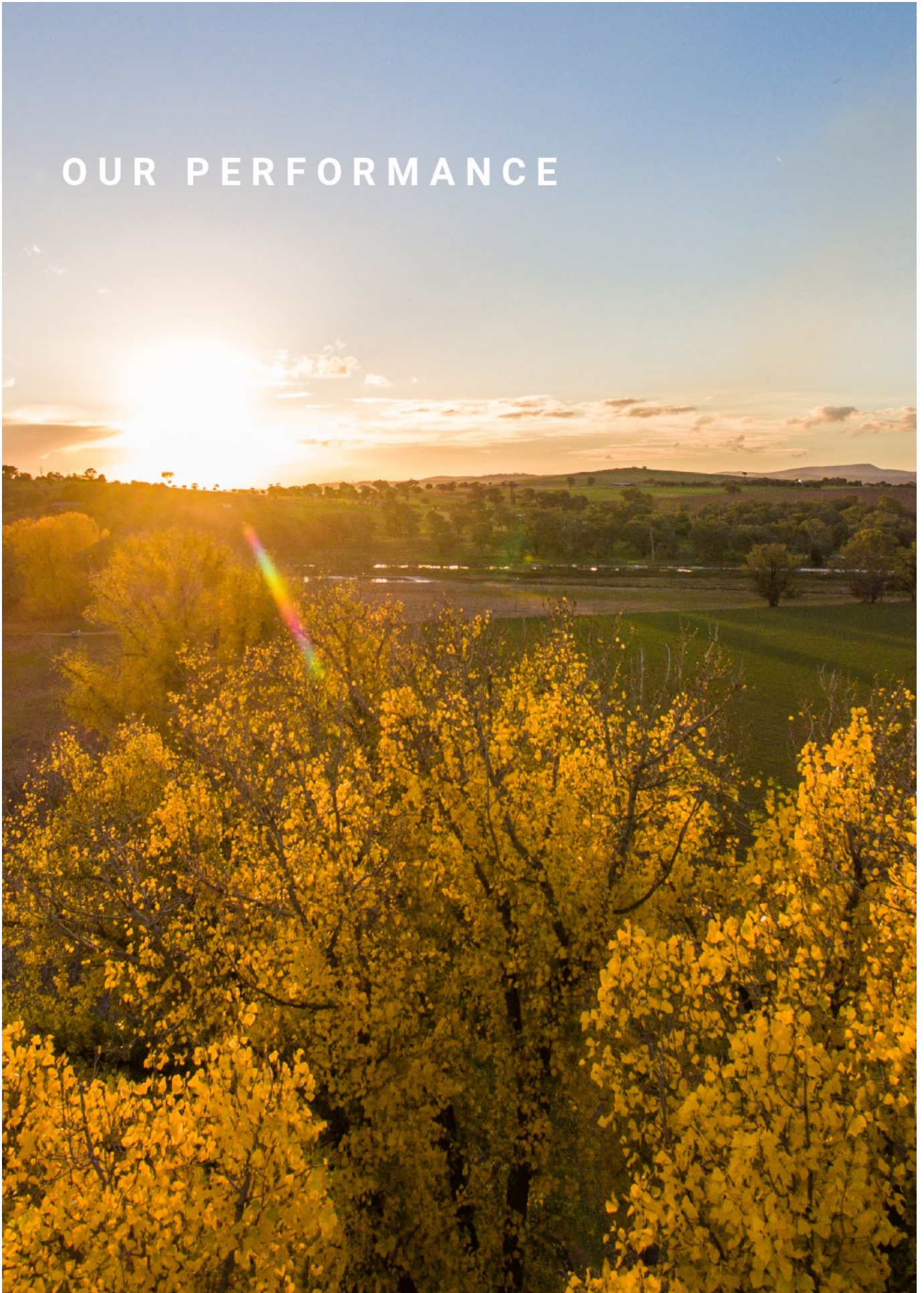
## INTEGRATED PLANNING & REPORTING FRAMEWORK

Cabonne Council's Integrated Planning & Reporting Framework assists with strategic decision making, and aligns with our aspirations for Cabonne. The framework that this Annual Report is based on is outlined below.





# OUR PERFORMANCE



## KEY FINANCIAL RESULTS- DRAFT

Total Operating Income	<b>\$49.82 MILLION</b>
------------------------	------------------------

Total Operating Spend	<b>\$44.96 MILLION</b>
-----------------------	------------------------

Operating Result	<b>\$4.86 MILLION</b>
------------------	-----------------------

TOTAL INCOME	2021/22 \$'000
Rates and annual charges	15,347
User charges and fees	9,472
Other revenues	1,440
Operating grants and contributions	13,913
Capital grants and contributions	9,227
Interest and investment revenue	231
Other income	191
Net gain from disposal of assets	-
<b>TOTAL</b>	<b>49,821</b>

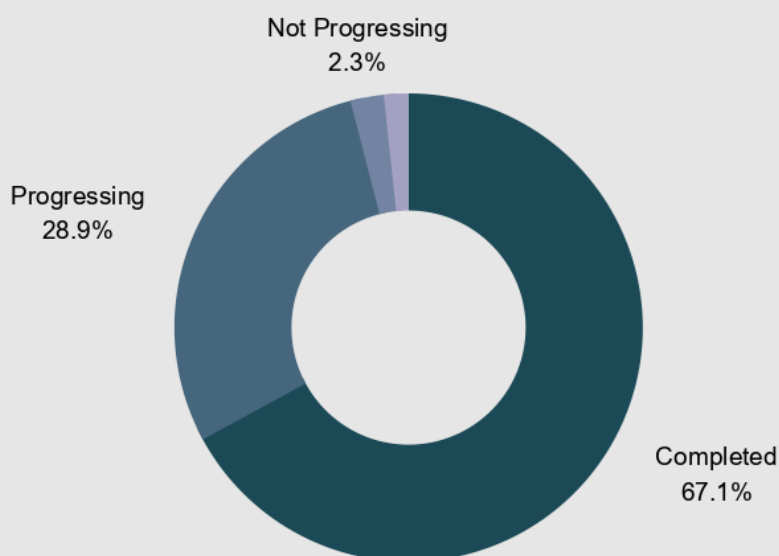
TOTAL EXPENSES	2021/22 \$'000
Employee costs	13,680
Materials and services	17,510
Borrowing costs	129
Depreciation and amortisation	12,544
Other expenses	545
Net loss from disposal of assets	557
<b>TOTAL</b>	<b>44,965</b>

## OUR PROGRESS

The Operational Plan 2021/22 details the activities we need to undertake and how we will resource these. It detailed 173 deliverables.

We completed 116 of these planned activities.

### PROGRESS OF DELIVERABLES AS AT 30 JUNE 2022



STATUS	NUMBER OF DELIVERABLES	PERCENT
COMPLETE	116	67
PROGRESSING	50	28.9
NOT PROGRESSING	4	2.3
NOT DUE TO START	3	1.7

The rest of this section summarises our achievements for 2021/22. Further details on projects and performance measures are in the six-monthly Operational Plan progress reports.



## A SNAPSHOT OF 2021/22



### **FUTURE DIRECTION 1** **Connect Cabonne to each other** **and the world**

- Successfully completed road rehabilitation upgrades on Cadia Road.
- Successfully completed road upgrades at the Cargo Road/Lake Canobolas intersection.
- Construction works at Bangaroo Bridge were completed, and the replacement of St Germain's Bridge has also been completed.
- Two new volunteers have joined the Community Transport service.



### **FUTURE DIRECTION 2** **Build business and generate** **employment**

- More than \$4.5m in funding to undertake activation of Molong and Canowindra CBDs, and new town and village signage.
- Council is continuing its work with Orange360 to identify further opportunities in agri-tourism.
- The Cabonne Collective was launched to act as a chamber of commerce and provide a range of information and services to Cabonne businesses.



### **FUTURE DIRECTION 3** **Provide and develop** **community facilities**

- The Rejuvenation and Sustainability of Cabonne Community Halls project was funded as part of the NSW Government's \$170 million Drought Stimulus Package.
- Cabonne Family Day Care had an average of 19 registered educators, with an average of 151 children in care per week.
- Skateboarding and dance events were held in Canowindra and Molong as part of Youth Week.



### **FUTURE DIRECTION 4** **Grow Cabonne's culture and** **community**

- Implementation of the Cabonne Economic Development and Visitor Economy Visitor Strategy
- \$62,186 allocated to 18 community projects as part of the Community Assistance Program.
- \$65,000 allocated to 4 events through the Sponsorship Program.
- \$19,097 allocated to 11 events through the Events Assistance Program.



### **FUTURE DIRECTION 5** **Manage our natural resources**

- Co-funded the Regional Town Water Strategy (RTWS) through the Safe and Secure Water Program (SSWP) with Orange City Council and Central Tablelands Water.
- The Renewable Energy Action Plan is being progressed through the development of a mid-scale solar plant in Eugowra to enable Council's electricity consumption to be 100% renewable.



## ROAD MAINTENANCE & RENEWAL



Council's Road Maintenance and Renewal Program involves completing the annual rural and urban roads maintenance program.

Council has maintained all sealed and unsealed roads within the LGA throughout 2021/22. Numerous culverts throughout the LGA have been constructed, St Germain's Bridge and Bangaroo Bridge works have been completed.

Works were often hindered by declared disasters and flooding events, staff availability through COVID 19 and other sickness, and other rain events. Considerable maintenance works were combined with disaster rectification works.

As part of ongoing work, Council is undertaking service review of rural and urban road maintenance.



The construction and renewal of local roads has continued with Kangaroo Road and Casuarina Drive almost complete, and Cadia Road fully complete.

The regional roads construction program continued which included repair and black spot removal. Cargo Road / Lake Canobolas Road works were completed, and Warraderry Way works are 90% complete.

As part of the cycle and footpath maintenance renewal program, all footpath maintenance works have been completed as required.

## TELECOMMUNICATIONS

Council worked with Telstra in successfully lobbying for \$1.64m in Federal Government funding to deliver two new Telstra Macro mobile sites, and one new Telstra Small Cell mobile site at Mullion Creek.

These upgrades will provide dedicated coverage for Mullion Creek, as well as new and improved handheld coverage along sections of Burrendong Way.

## COMMUNITY TRANSPORT

A range of transport options into, out of, and around Cabonne have continued through Council's Community Transport Program.

The program caters for the transport of eligible disadvantaged people living in their own homes, who have no other form of transport.

The team continued to deliver much needed services to the community, despite client numbers remaining low due to the ongoing impacts of COVID-19.





## FUTURE DIRECTION 2 BUILD BUSINESS & GENERATE EMPLOYMENT

### ECONOMIC DEVELOPMENT

In order to promote a strong and vibrant local business sector, Council has produced the Cabonne Economic Development and Visitor Economy Strategy (the Strategy).

The Strategy represents the vision and opportunities to guide economic development and visitor economy activities across the Cabonne region over the next five years.

Cabonne is well placed to leverage significant macro-economic and regional trends over the coming years. These drivers are expected to provide support to key sectors of our economy (such as agriculture), support population attraction and retention, and build our visitor profile.

The Strategy aligns with NSW Government's Regional Economic Development Strategy 2018-22 (REDS).

Council has also continued to work with Orange City Council and Blayney Shire Council on the development of the Orange Region Destination Management Plan 2022 - 2026. The draft plan was placed on public exhibition at the end of June 2022 for public submissions.



The Regional Economic Development Strategy and the Orange Region Destination Management Plan

Council also worked with Destination Country and Outback and identified a number of agri-tourism actions within Cabonne.

Council has been able to support a number of events through working with community groups and progress associations. This includes various Christmas activities, and a business forum as part of Small Business Month, which has allowed for further development of these events in the future.

The Cabonne Community Tourism Advisory Committee (CCTAC) identified a need to provide training around delivering a better-quality customer experience for people visiting the Cabonne LGA. Council has continued to work in conjunction with Orange360 to deliver this outcome.

### GRANT FUNDING

Council has been successful in securing numerous grants for projects that provide economic and social benefits to the region.

These projects are aimed at enhancing the lives and wellbeing of the Cabonne region and include: the construction of new female changerooms at Manildra and Eugowra, and the "Activate Cabonne" projects.

"Activate Cabonne" will leverage on the unique characteristics of Cabonne's towns and villages, to deliver a range of activation works that provide residents and visitors with enhanced community infrastructure. This includes the activation of the Molong and Canowindra CBD's and new town and village signage across the shire.

## THE CABONNE COLLECTIVE



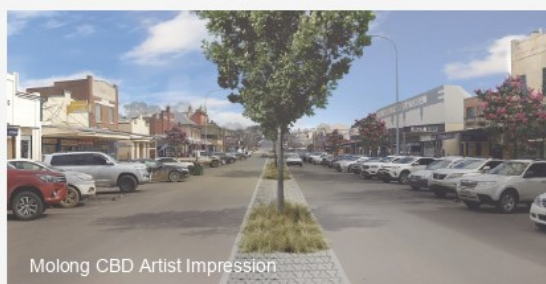
The Cabonne Collective Launch

The Cabonne Collective was launched on Thursday, 23 June 2022 at the Cudal Community Centre.

The platform acts as a virtual business hub and will provide grant and funding information to local businesses, as well as facilitate better relationships between the local business community and key industry and government stakeholders.

The launch featured an address by Dominic Mehling from Tourism Australia and local business owner Pip Brett.

## MAINSTREET ACTIVATIONS



Molong CBD Artist Impression

Applications through the Federal Government's Building Better Regions Fund and NSW Government's Resources for Regions programs were successful for the Molong and Canowindra CBD projects, which have continued to progress. The designs for both plans are well underway, with further community feedback regarding accessibility and traffic flow being sought. These projects aim to activate the Molong and Canowindra CBDs.

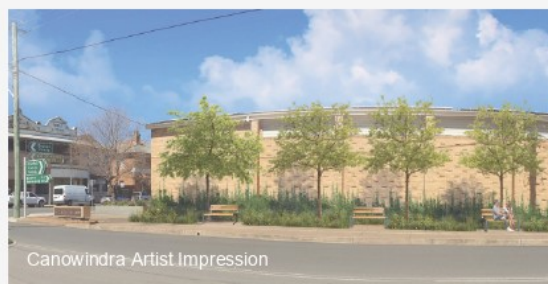
The Molong CBD Activation project will include:

- New and updated street furniture
- Street tree planting and installation of solar fairy lights
- New pedestrian safe crossing points
- New open space and accompanying open space furniture

The Canowindra CBD Activation project will improve the attraction and amenities in Canowindra, while maintaining and enhancing the heritage of the town and surrounds. The project also aims to guide visitors to the historic main street.

The values expressed by the community led to a number of 'guiding principles for the design' for the plans, they are:

- Vintage, rustic and nostalgic aesthetic
- Incorporate furniture using vintage styling
- Footpaths are to be grey concrete, as they are
- Palms should be used where appropriate, with pops of colour from seasonal planting
- Lighting for night-time appeal
- People should have a place to gather
- Interpretive and wayfinding signage
- Seating
- Footpath connections



Canowindra Artist Impression



Canowindra Artist Impression





### FUTURE DIRECTION 3 PROVIDE & DEVELOP COMMUNITY FACILITIES

#### COMMUNITY HALLS UPGRADES



Refurbished Yeoval Memorial Hall



Refurbished Cudal Community Centre

The Rejuvenation and Sustainability of Cabonne Community Halls project was funded as part of the NSW Government's \$170 million Drought Stimulus Package.

The package was designed to boost the local economy and create local jobs. The projects funded under the program were designed to keep money flowing and people working in local towns and villages during the drought.

The rejuvenation project funded much needed upgrades to halls in Cargo, Cudal, Cumnock, Manildra, Moorbel, Mullion Creek, Nashdale, and Yeoval.

The works included upgrading sound and audio equipment, new seating and tables, installation of air conditioning units, upgrading kitchen facilities, and painting.

#### COMMUNITY FACILITIES



Cabonne Community Centre construction

Council has continued to maintain and develop sporting, recreational, Council and community services and facilities. This included maintenance of parks, cemeteries, gardens, pools and playgrounds.

Council also facilitated the provision of library services in Cabonne, in Canowindra, Manildra and Molong.

The Canowindra Library opening hours were extended on Thursday evenings, to enable school children and the community better access to the library.

The construction of the Molong Library and Cabonne Community Centre commenced in 2021 but was hampered by rain and COVID-19 restrictions.

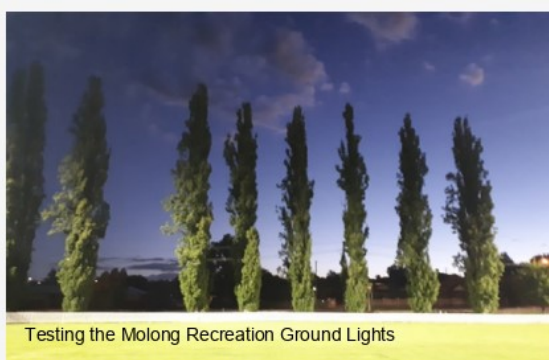


Cabonne Community Centre Artist Impression



Community facilities were upgraded and developed as a result of successful funding through the Federal Government's "Building Better Regions Fund", and the NSW Government's "Stronger Country Communities Fund" and "Showground Stimulus" programs.

Completed projects include; lighting upgrades at the Molong Recreation Ground and the Canowindra Sports Oval, the Cudal Showground power and water upgrade, and Molong Showground Amenities upgrade.



Testing the Molong Recreation Ground Lights

The Morris Park amenities in Canowindra were upgraded as part of the Federal Government's Driver Reviver Site Upgrade program. The upgrades bring the amenities in line with current standards and community expectations.



Mayor Beatty and Councilor Pull opening the Morris Park Amenities in Canowindra

## YOUTH SERVICES



Youth Holiday Event in Molong

Council provided a range of out of hours care services to the community. Before school, after school, and vacation care services are provided in Manildra, Molong, Mullion Creek, Blayney, and Milthorpe.

Family Day Care playgroup recommenced in 2022 after COVID-19 restrictions, and are provided as a free community playgroup each fortnight.

With the assistance of State Government funding, Council delivered free youth holiday activities in both Molong and Yeoval open to children aged 6 - 17 years old. The free activities included dance and skateboarding workshops, food, activities and demonstrations. Council's Community Transport also offered a free bus service for the events.



Youth Holiday Event in Yeoval



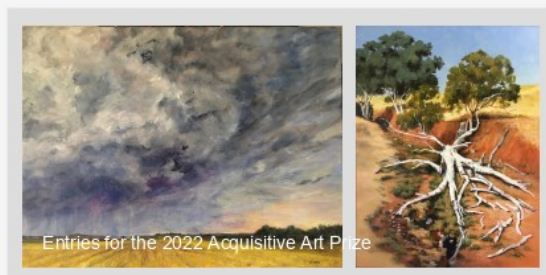


## CULTURE & COMMUNITY

The appeal of Cabonne as a region is a successful balance of village and rural living. In 2021 Council implemented the 2021-2041 Cabonne Settlement Strategy. This document is a plan that identifies key issues facing the settlements in Cabonne. It develops strategies to address those issues and manage the future growth and enhancement of each of the settlements for the next 10-20 years.

Throughout the year, Council facilitated planning proposal processes as triggered by private land development, and publicly exhibited its revised Development Contributions Plans.

Maintenance of a network of viable, relevant and cultural facilities in Cabonne has been achieved through the allocation of additional staff at the Age of Fishes Museum in Canowindra, including the appointment of an Assistant Museum Manager and a number of casual staff.



The Cabonne Acquisitive Art Prize is an annual art prize and exhibition that aims to foster a sense of identity, pride and place in Cabonne; whilst encouraging and showcasing the high calibre of creative talent in the region.

There were over 23 artworks entered and four schools participating in the 2022 Cabonne Acquisitive Art Prize.

## COMMUNITY CONSULTATION



Community consultation has been paramount in 2021/22, with consultations held with the Molong and Canowindra communities for their main street activation projects, and Disability Inclusion Action Plan.

There was a consistent Council presence at all monthly Progress Association meetings throughout Cabonne.

The most comprehensive community engagement came at Council's Draft Community Strategic Plan (CSP) consultations and community BBQs. These events were open to all community members to attend and were conducted at every Cabonne town and village both online in October 2021, and face-to-face in February/March 2022. Council staff presented the draft CSP and shared Council's plans and projects for 2022 and beyond. This provided a great opportunity to understand key issues and priorities of the community.





## COMMUNITY ASSISTANCE PROGRAM

Council's Community Assistance Program (CAP) funded 18 projects in 2021/22, which totalled \$62,186.

The projects included new playground fencing at the Cudal Community Centre, new seating at the CWA Canowindra branch, new furniture for the Cumnock Showground Pavilion, new trees at Manildra's Montana Park, and providing funding to re-launch Cudal's community newspaper, The Cudal Connection.

## SPONSORSHIP



The Cabonne Sponsorship Program has successfully supported four major events.

### Canowindra International Balloon Challenge

Council was a major sponsor, which saw just shy of 8,000 attendees at their Cabonne Community Glow event in May.

### Australian National Field Days

Council also sponsored the Australian National Field Days, however due to COVID-19 it was postponed until October 2022.

### Molong Village Markets

Three markets are held per year with store holders from across the Cabonne region. Estimated attendees of 10,000.

### A Day On The Green at Heifer Station

A Day On The Green featured the final performances of Midnight Oil at Heifer Station Wines in Borenore.

## EVENTS ASSISTANCE PROGRAM

Council's Events Assistance Program (EAP) has seen a total of \$19,097 allocated towards 11 defining events in the Cabonne community.

Some of the events supported include:

- Eugowra Mandagery Cup
- Banjo Paterson Festival
- Orange Wine Month
- Eugowra High Tea

## CEREMONIES



Council facilitated Australia Day and ANZAC Day awards and ceremonies throughout the shire.

ANZAC Day services were carried out in all Cabonne villages with Councillors presenting wreaths and leading the ceremonies. Four citizenship ceremonies were held with 18 new citizens welcomed to Cabonne.

Council facilitated a range of Australia Day celebrations across the region. We welcomed Australia Day Ambassador George Ellis, a conductor, composer and musical arranger, to Cabonne. 30 awards were presented at towns and villages across Cabonne. Our Cabonne Youth Ambassador was awarded to Claire Wright from Canowindra.





## FUTURE DIRECTION 5 MANAGE OUR NATURAL RESOURCES

### WATER SECURITY

With funding assistance from the NSW Government, Council is in the final stages of the \$16.7M water security project, a 49-kilometre pipeline from Molong to Cumnock and Yeoval.

The project will bring potable water to Cumnock and Yeoval. As part of this project, Council performed on-property works to change over houses from their current water supply to the treated water supply.

Council has co-funded the Sub Regional Town Water Strategy (RTWS) through the Safe and Secure Water Program (SSWP). The program will be hosted in conjunction with Orange City Council and Central Tablelands Water. The strategy will provide safe, secure and sustainable water and wastewater services to the region.

Flood mitigation is extremely important in Cabonne, and Council has seen the Puzzle Flat Creek Levee construction finalised. The levee aims to mitigate flooding in the Eugowra area and has been a project spanning a number of years. Council is working with consultants in undertaking a flood study in Molong after the flood events of the past year.

In addition to this, three meetings of the Floodplain Committee in Molong have been held, with a new Floodplain Management Advisory Committee.

### WEEDS DESTRUCTION

Weeds destruction operations were ongoing throughout the year, with a total of 8,000km of road inspections, 120km of waterway inspections, and 386 private property inspections completed. 42 inspections were also carried out on Crown Land, 30 on Council owned land, and 42 on travelling stock routes. The total spent on the destruction of weeds was \$321,000.

### DISASTER MANAGEMENT

Council has undertaken an audit of emergency evacuation centres, and a subsequent review of the Consequence Management Guidelines to meet the Local Emergency Management Committee (LEMC) recommendations.

Support of local emergency response teams continues, with liaison undertaken with the LEMC and NSW Health.

Council developed the Cabonne Council Bush Fire Prone Land Map. Bush fire prone land is land that has been identified by local council which can support a bush fire or is subject to bush fire attack. The map was certified by the NSW RFS Commissioner in June 2022.

### RENEWABLE ENERGY



In an effort to develop and implement environmental sustainability strategies and initiatives for Council operations, the Renewable Energy Action Plan (REAP) is being progressed through the development of a mid-scale solar plant in Eugowra. This will enable Council's electricity consumption to be 100% renewable.

Other actions in the REAP include:

- SMART metering and load control installations across all Council's energy consumption sites, which has begun its trial stage.
- Development of the Emissions Reduction Plan (ERP).



# CORPORATE GOVERNANCE







Our formal decision-making processes are conducted through council meetings. A large number of business matters covering a wide range of issues are discussed. Meetings are held in line with the council's Code of Meeting Practice. As required, all council meetings are recorded.

A Code of Conduct applies to our councillors and staff. The code provides an overview of the councillors' responsibilities and includes guidelines for rules of conduct, decision making and the use of resources. The elected council met a total of 11 times during the year. The quorum requirement was met at each meeting.

There are currently 9 councillors for Cabonne. At each election, voters elect 9 councillors for a four-year term. All residents on the electoral roll are eligible to vote. Property owners who live outside of the area and rate paying lessees can also vote but must register their intention to vote on the non-residential roll. Voting is compulsory.

In total, 337 council resolutions were considered in this financial year.



**9** COUNCILLORS

**11** COUNCIL MEETINGS

**337** COUNCIL RESOLUTIONS PASSED



**3** FORMAL GIPA REQUESTS FINALISED

**90** INFORMAL GIPA REQUESTS FINALISED

**95,869** DOCUMENTS REGISTERED BY ALL COUNCIL STAFF





**MAYOR**  
**KEVIN BEATTY**  
Elected in 2017

**Committee appointments:**  
Orange 360  
Community Safety Precinct  
Cabonne Floodplain Advisory Committee  
Cabonne Roads Advisory Committee



**DEPUTY MAYOR**  
**JAMIE JONES**  
Elected in 2017

**Committee appointments:**  
Molong Advancement Group  
Eugowra Promotion and Progress Association  
Cudal Central Incorporated  
Cabonne/Orange Road Safety Committee  
Cabonne Floodplain Management Advisory Committee  
(alternate to Mayor)  
Cabonne Roads Advisory Committee (alternate to Mayor)

## CURRENT ELECTED MEMBERS



### COUNCILLOR PETER BATTEN

Elected in 2017

#### Committee appointments:

- Joint Regional Planning Panel
- Cumnock and District Progress Association
- Yeoval Progress Association
- Association of Mining & Energy Related Councils
- Canobolas Bush Fire Management Committee (alternate with DGMI as delegate)
- Canobolas Zone Liaison Committee
- Cabonne Council Roads Advisory Committee (alternate)



### COUNCILLOR MARLENE NASH

Elected in 2012

#### Committee appointments:

- Cabonne Pools Advisory Committee
- Joint Regional Planning Panel (alternate)
- Manildra and District Improvement Association (MADIA)
- Cumnock and District Progress Association (alternate)
- Yeoval Progress Association (alternate)
- Cargo Progress Association
- Canowindra Retirement Village Project Working Committee (alternate)
- Central West Libraries (alternate)
- Traffic Committee (alternate)
- Central Tablelands Water



### COUNCILLOR LIBBY OLDHAM

Elected in 2017

#### Committee appointments:

- Manildra and District Improvement Association (MADIA) (alternate)
- Molong Advancement Group (alternate)
- Borenore Community Progress Association (alternate)
- Nashdale Consultative Committee
- Arts Out West
- Central West Libraries
- Cabonne Floodplain Management Advisory Committee (alternate)



## ELECTED MEMBERS



### COUNCILLOR KATHRYN O'RYAN

Elected in 2021

#### Committee appointments:

- Age of Fishes Museum Advisory Committee (alternate)
- Cargo Progress Association (alternate)
- Canowindra Business Chamber (alternate)
- Canowindra Food Basket
- Orange 360 (alternate)



### COUNCILLOR ANDREW PULL

Elected in 2021

#### Committee appointments:

- Cabonne Pools Advisory Committee (alternate)
- Mullion Creek & District Progress Association (alternate)
- Canowindra Business Chamber
- Cudal Central Incorporated (alternate)



### COUNCILLOR ANDREW RAWSON

Elected in 2021

#### Committee appointments:

- Mullion Creek & District Progress Association
- Borenore Community Progress Association
- Nashdale Consultative Committee (alternate)
- Association of Mining & Energy Related Councils (alternate)
- Canobolas Zone Liaison Committee (alternate)
- Ophir Reserve
- Central Tablelands Water
- Cabonne Council Roads Advisory Committee



### COUNCILLOR JENNY WEAVER

Elected in 2017

#### Committee appointments:

- Age of Fishes Museum Advisory Committee
- Eugowra Promotion and Progress Association (alternate)
- Cabonne/Orange Road Safety Committee (alternate)
- Canowindra Retirement Village Project Working Committee
- Community Safety Precinct Committees (alternate)
- Traffic Committee
- Cabonne Floodplain Management Advisory Committee



## EMERITUS COUNCILLORS

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**COUNCILLOR  
IAN DAVISON**

*Served 2012 - 2021*



**COUNCILLOR  
GREG TREAVORS**

*Served 2012 - 2021*



**COUNCILLOR  
PAUL MULLINS**

*Served 2017 - 2021*



**COUNCILLOR  
KEVIN WALKER**

*Served 2008 - 2021*



**COUNCILLOR  
CHERYL NEWSOM**

*Served 2017 - 2021*



**COUNCILLOR  
ANTHONY DURKIN**

*Served 2000 - 2021*

## EXECUTIVE LEADERSHIP TEAM

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**BRAD BYRNES**  
**GENERAL MANAGER**

Qualifications include: Masters of Public Policy and Administration and Masters of Business Administration through Charles Sturt University. Graduate Certificate of Risk Management through Griffith University.

Employed in the Public Sector for 34 years, 13 of which have been with Local Government.



**HEATHER NICHOLLS**  
**DEPUTY GENERAL MANAGER - CABONNE SERVICES**

Qualifications include: Graduate of University of New England with a Bachelor of Arts, Diploma Urban & Regional Planning, Diploma Local & Applied History.

Employed in Local Government for over 30 years.



**MATTHEW CHRISTENSEN**  
**DEPUTY GENERAL MANAGER - CABONNE**  
**INFRASTRUCTURE**

Qualifications include: Bachelor of Engineering & Technology, Graduate Diploma in Business, Australian Institute of Company Directors- Board Course.

Employed in Local Government for over 20 years.

## COUNCIL SERVICES

Most people are surprised when they learn how much councils do for their communities. Cabonne Council provides more than numerous services to keep our community vibrant, clean and safe.

Below is a list some of the services Council provides to the Cabonne community.



### INFRASTRUCTURE & ASSET MANAGEMENT

Managing and maintaining roads, footpaths, bridges, street furniture and cemeteries.

### PLANNING & DEVELOPMENT

Urban and rural planning, building assessments, development assessments.

### HERITAGE

Heritage support for owners of heritage listed places.



### AGED & DISABILITY SERVICES

Social support services, home support services, home maintenance, and food delivery.

### COMMUNITY TRANSPORT

Community transport services, buses services, health related transport, social bus trips.

### COMMUNITY DEVELOPMENT

Grant programs, community facilities, Cabonne Collective, event assistance program, sponsorship program.



### TOURISM & EVENTS

Festivals and events, visitor information, event assistance.

### ECONOMIC DEVELOPMENT

Mainstreet activation projects, renewable energy program.

### PARKS & RECREATION

Maintaining parks, reserves, playgrounds, walking trails, street trees, swimming pools.



### COMPLIANCE

Animal management, nuisance and litter control.

### WASTE & RECYCLING

Kerbside waste collection, recycling depots, street cleaning and graffiti removal.

### PUBLIC HEALTH

Regulating food safety, waste and water systems, water quality, sanitation, swimming pools.



### ADMINISTRATION

Records management, GIPA requests, Council land committees support.

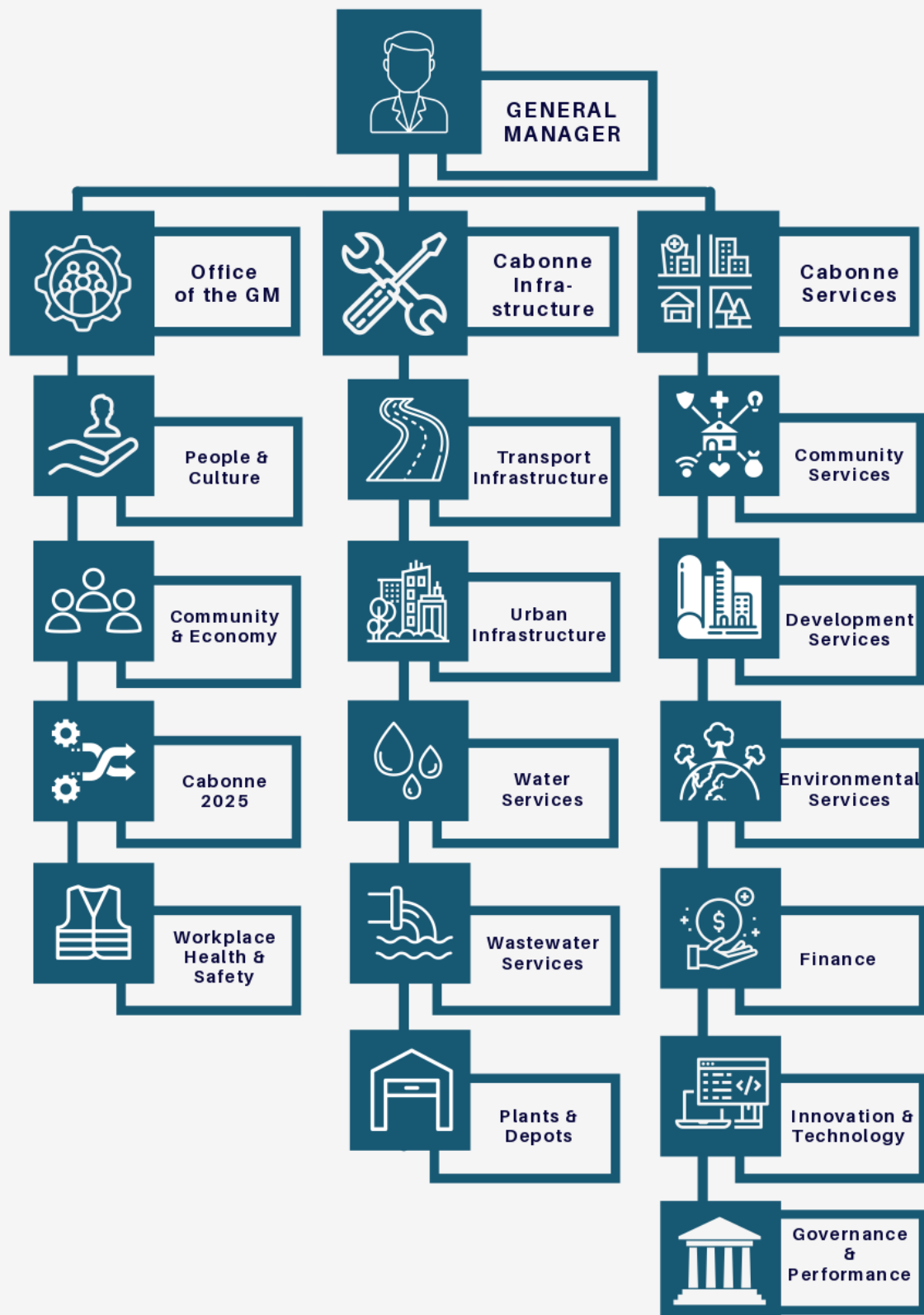
### CUSTOMER SERVICE & INFORMATION

Responding to community requests, after hours services, and community information.

### EMERGENCY PLANNING?

Regional bush fire prone maps, emergency management plans.

## ORGANISATIONAL CHART





## OUR STAFF



Offering opportunities for personal and career development allows us to continuously attract and retain high-quality staff. The number of full-time equivalent permanent staff has remained relatively steady from last financial year, at 167.

From July 2021, there were significant changes in the way our staff operated. Many staff worked from home, and some of our facilities were closed because of Public Health Orders. These orders meant a rethink of the workforce and how we serviced our community. We continued to be a party to the Local Government (COVID-19) Splinter Award 2021 & 2022, designed to help preserve jobs during the pandemic as well as providing paid special leave for staff to attend for vaccinations. This Splinter Award came into effect in early 2021.

Embedding our Safe and Respectful Behaviours framework has continued to standardise the way we deliver to our communities, and ensure that delivery is satisfactory in regard to our conduct, behaviour and our performance. The framework ensures all staff are treated fairly, transparently, and evenly across the organisation.

Other new initiatives from the People and Culture team included a new recruitment system, online incident reporting, probation check in forms, leave applications and payroll deductions.

Roadshow visits to depots and offices with updates from Work, Health and Safety, People and Culture, and the Executive Leadership Team.

We provide flexible employment arrangements, with a nine-day fortnight implemented for all full-time staff. We provide access to ongoing learning and development opportunities to build the capacity of our employees. Opportunities include on-the-job training, internal and external workshops, conferences and programs. This year saw a significant amount of the training budget spent on compliance training, such as traffic control tickets, first aid, confined spaces, chainsaw licences and plant equipment licences to ensure all staff that are operating machinery are up to date with the latest practices.



Council staff tree planting with Cadia Newcrest staff



As part of the Cabonne 2025 Transformation Program, the strategies on building the capability and capacity of the Leadership team has continued to be a focus in the last 12 months. Aligned to council's four key lines of effort – quality service delivery, improvement and innovation, valuing and developing our people and engaging and building relationships with our stakeholders – we have now defined eight areas of capability for the organisation and for our people.

To achieve our vision of being an adaptive, resilient and performing council, our leaders need to be capable in the areas of managing budgets, risk, projects, service delivery, being innovative and seeking improvement, leading their people, managing relationships and continuing their own development through ongoing learning and skills development.

A staff wellness program was initiated, in which workshops were made available to staff in mental health awareness, staff health checks, sit less move more and sleep management & fatigue.

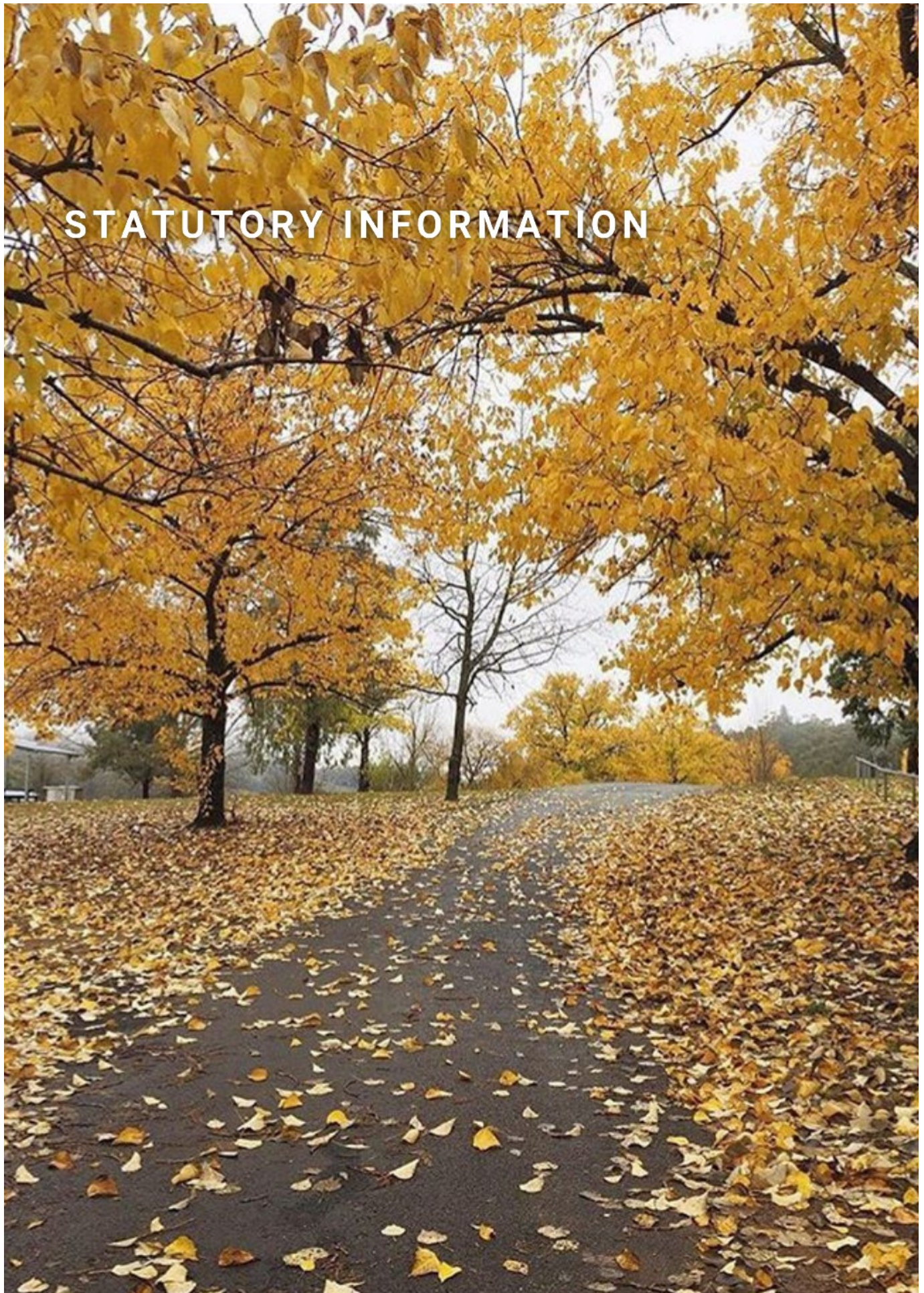
In the recruitment space, 45 staff have left the organisation for various reasons, including 34 resignations, four term contracts ending, seven retirements, 61 new staff joined Cabonne during 2021/22. A retention and attraction program has been scoped and implemented during 21/22 which includes improvements around reward & recognition, workplace flexibility, apprenticeships & traineeships, transition to retirement and employee engagement.



We are an Equal Employment Opportunity (EEO) employer, committed to providing a workplace that is free from discrimination and harassment. We also provide equal employment opportunities for current and prospective employees.









## STATUTORY INFORMATION

### ENVIRONMENTAL UPGRADE AGREEMENT

*[Local Government Act 1993 – Act s 54P(1)]*

No environmental upgrade agreements have been entered into by Cabonne Council during this reporting period.

### SPECIAL RATE VARIATIONS

*[Local Government Act 1993 – Special Rate Variation Guidelines 7.1 - as per OLG website]*

There was no requirement to report on this matter.

### RATES & CHARGES WRITTEN OFF DURING THE YEAR

*[Local Government (General) Regulation 2021 (Reg) – Clause 132]*

Total rates & charges abandoned during 2021/22	\$1,415.35
Water/sewer charges abandoned during 2021/22	\$218.84
<b>TOTAL</b>	<b>\$1,634.19</b>



## COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT ACTIVITIES 2021/22

[Local Government (General) Regulation 2021 (Reg) – Clause 186]

\*Conference registration and accommodation

Councillor	INDUCTION & OATH OF OFFICE 23/12/2021 (INHOUSE)	INDUCTION 06/01/2022 (INHOUSE)	INDUCTION & STRATEGIC OBJECTIVES WORKSHOP 10-11/02/2022	LGNSW CONFERENCE 28/02/22-02/03/22	LGNSW DESTINATION & VISITOR ECONOMY CONFERENCE 17-19/05/22	UNDERSTANDING LG FINANCE FOR COUNCILLORS 25/05/22
BATTEN	●	●	●			
BEATTY	●	●	●	●		
JONES	●	●	●			
OLDHAM	●	●	●	●	●	●
O'RYAN	●	●	●		●	●
NASH	●	●	●	●		●
PULL	●	●	●			
RAWSON	●	●	●			●
WEAVER	●	●	●			
	NIL	NIL	\$30,086.83	\$3,568.96	\$2,300.00	\$1,192.00

**OVERSEAS VISITS FUNDED**

[Local Government (General) Regulation 2021 (Reg) – Clause 217(1) (a)]

No overseas visits were undertaken by Cabonne councillors or staff as representatives of council during 2021/2022.

**COUNCILLORS' FEES & EXPENSES**

[Local Government (General) Regulation 2021 (Reg) – Clause 217(1) (a1)]

Provision of dedicated office equipment allocated to councillors	\$0.00
Telephone calls made by councillors	\$2,121.09
Attendance of councillors at conferences and seminars	\$45,376.74
Provision of induction training and professional development for mayor and councillors	\$30,086.83
Training of councillors and provision of skill development	\$0.00
Interstate visits by councillors, including transport, accommodation and other out-of-pocket expenses	\$0.00
Overseas visits by councillors, including transport, accommodation and other out-of-pocket travelling expenses	\$0.00
Expenses of any spouse, partner or other person who accompanied a councillor in the performance of his or her civic functions	\$0.00
Expenses involved in the provision of care for a child of, or an immediate family member of a councillor	\$0.00
Other (non-itemised expenses including items such as catering, memberships, printing, stationary etc)	\$0.00
<b>TOTAL</b>	<b>\$77,584.66</b>

**CONTRACTS AWARDED***[Local Government (General) Regulation 2021 (Reg) – Clause 217(1)(a2)]*

CONTRACTOR NAME	GOODS OR SERVICES SUPPLIED	AMOUNT INC GST
PA & CL McKenzie Builders	Repairs and replacement of culverts and bridges on local and regional roads	\$947,452.00
MCS Civil NSW Pty Ltd	Repairs and replacement of culverts and bridges on local and regional roads	\$916,500.19
Adaptive Interiors	Molong Showground amenities building	\$331,999.80
Central West Electrical Contractors Pty Ltd	Molong and Canowindra lighting upgrade	\$867,382.01
Sims Metal	Collection and recycling of scrap metal	Schedule of rates
Ausroads Systems	Road maintenance truck	\$314,354.70
Townsend's Grader and Earthmoving Services	Gravel re-sheeting in the Cabonne LGA	\$259,327.20
Tracserv Trucks	Isuzu FVR 165-300, fitted with a West-Trans skip loader	\$249,024.99
Westrac Pty Ltd	Two Caterpillar SC68B smooth drum rollers	\$390,720.00
Westrac Pty Ltd	One Caterpillar CW34 multi tyred roller	\$218,900.00
Ausroads Systems	Paving unit fitted to an Isuzu FX240/350	\$526,203.59
OS Trees Pty Ltd	Supply of tree and limb removal services	Schedule of rates
Summit Open Space Services	Supply of tree and limb removal services	Schedule of rates
Tree Craft (NSW) Pty Ltd	Supply of tree and limb removal services	Schedule of rates
Downer EDI Works Pty Ltd	Heavy patching on MR310 and MR377 in Cabonne LGA	\$818,348.10
Avante Linemarking	Linemarking Services	Schedule of rates
Central West Linemarking	Linemarking Services	Schedule of rates
Complete Linemarking	Linemarking Services	Schedule of rates
Oz Linemarking	Linemarking Services	Schedule of rates
Adaptive Interiors	Eugowra Multi-Purpose Centre	\$1,239,085.10
Tracserv Trucks	Isuzu FYJ 300/350 8x4 Rigid Cab Chassis fitted with a 16,000L water tank	\$304,627.99

CONTRACTOR NAME	GOODS OR SERVICES SUPPLIED	AMOUNT INC GST
Renascent Regional	Renovation of Council office in Cudal	\$824,996.70
Riverpark Constructionsq	Eugowra Medical Centre	\$457,401.00
Hines Construction Pty Ltd	Construction of Canowindra grandstand and changerooms	\$1,979,571.00

### LEGAL EXPENSES

*[Local Government (General) Regulation 2021 (Reg) - Clause 217 (1)(a3)]*

*Nil legal proceedings required to report for FY 2021/2022*

### PRIVATE WORKS CARRIED OUT

*[Local Government (General) Regulation 2021 (Reg) – Clause 217(1)(a4) and Act s 67, 67(2) (b), 67(3)]*

There were no works carried out during the 2021/2022 year that required a resolution from council to waive or reduce the fees and charges under this section.

### DONATIONS MADE UNDER SECTION 356

*[Local Government (General) Regulation 2021 (Reg) – Clause 217(1) (a5) and Act s 356]*

During 2021/2022 Council donated a total of \$30,127.82 in grants and assistance under Section 356, consistent with its Donations Policy.

General	\$9,094.64
Development Applications	\$497.60
Rates	\$20,535.58
<b>TOTAL</b>	<b>\$30,127.82</b>



**DELEGATIONS TO EXTERNAL BODIES***[Local Government (General) Regulation 2021 (Reg) – Clause 217(1)(a6)]*

LIST OF SECTION 355 COMMITTEES	WORK, PROPERTY OR UNDERTAKING
Acacia Lodge Management Committee	Molong Community Housing
Cudal Homes for Aged Persons Committee	Boree Lodge
Eugowra Self Care Units Committee	Eugowra Self Care Units
Amusu Theatre Heritage Trust Inc	Amusu Theatre Manildra
Canowindra Sports Trust	Canowindra Sports Complex
Cumnock Community Centre Committee	Cumnock Community Centre
Manildra Memorial Hall Committee	Manildra Memorial Hall
Yeoval Memorial Hall Management Committee	Yeoval Memorial Hall
Moorbel Hall Committee	Moorbel Hall
Orana House Trust Committee	Orana House 32 Ferguson Street Canowindra
Eugowra Medical Centre Committee	Doctors Surgery - Eugowra
Doctor for Cudal Committee	Doctors Residence Cudal
Eugowra Promotion and Progress Association Inc	Museum and Bushranger Centre
Cumnock and District Progress Association	48 Obley Street (Crossroads Building)
Yeoval and District Progress Association Inc	O'Hallorans Cottage and Buckinbah Park

**VENTURES, SYNDICATES OR OTHER BODIES IN WHICH COUNCIL HOLDS A CONTROLLING INTEREST***[Local Government (General) Regulation 2021 (Reg) – Clause 217(1) (a7)]*

Cabonne Council had no controlling interest in any companies during the 2021/2022 year.

**CORPORATIONS, PARTNERSHIPS, TRUSTS, JOINT VENTURES, SYNDICATES OR OTHER BODIES IN WHICH COUNCIL PARTICIPATED.**

*[Local Government (General) Regulation 2021 (Reg) – Clause 217(1) (a8)]*

Council Participated in the following:

- StateWide Mutual Insurance Group - Bulk purchase of Public Liability, Professional Indemnity, Motor Vehicle, Fidelity Guarantee Insurance and Councillors and Officers Liability.
- Central Tablelands Water (CTW) Joint Venture
- Various Section 355 Committees
- Central NSW Joint Organisation of Council

**EQUAL EMPLOYMENT OPPORTUNITY (EEO) MANAGEMENT PLAN**

*[Local Government (General) Regulation 2021 (Reg) – Clause 217(1) (a9)]*

The statements of activities that have been completed in the EEO Management plan are:

- Ensuring that all employees and councillors are aware of their responsibilities regarding EEO.
- Position descriptions have been reviewed for accountabilities to EEO principles as a core competency.
- All advertisements are checked by the Leader People & Culture prior to going to press to ensure compliance to EEO principles and free from bias.
- All interview panel members are reminded of their responsibilities under EEO prior to interviews, ensuring that all questions are relevant to the positions and based on the position specification. All Leaders have also undergone recruitment and selection training which included information on EEO and merit based selection.
- Ensuring that all appointments are made on merit.



**REMUNERATION - GENERAL MANAGER***[Local Government (General) Regulation 2021 (Reg) – Clause 217(1) (b)]*

Cabonne Council's General Manager's remuneration package consist of:

Component	Value
Salary	\$247,541
Bonus or Performance Payments	NIL
Employer's contribution or salary sacrifice to superannuation	\$24,754
Non-cash benefits	NIL
FBT on non-cash benefits	\$4,999
<b>TOTAL</b>	<b>\$277,294</b>

**REMUNERATION – SENIOR STAFF***Local Government (General) Regulation 2021 (Reg) – Clause 217(1) (c)]*

Cabonne Council has two senior staff positions (as defined by the Local Government Act) being Deputy General Manager Services and Deputy General Manager Infrastructure.

Component	Value
Combined Salary	\$365,348
Bonus or Performance Payments	NIL
Employer's contribution or salary sacrifice to superannuation	\$38,069
Non-cash benefits	NIL
FBT on non-cash benefits	\$20,115
<b>TOTAL</b>	<b>\$423,532</b>

## LABOUR STATISTICS

*[Local Government (General) Regulation 2021 (Reg) – Clause 217(1) (d)]*

Total number of persons who performed paid work for the council on the 25 May 2022:

Employment Type	Value
Permanent Full Time	137
Permanent Part Time	9
Casual Basis	28
Fixed Term Contract	1
Senior Staff	3
Labour Hire	2
Apprentice / Trainee	10

## STORMWATER MANANAGEMENT SERVICES

*[Local Government (General) Regulation 2021 (Reg) – Clause 217(1)(e)]*

In 2021/2022 council undertook stormwater drainage works (culverts) at Canowindra, Cargo, Gumble & Lewis Ponds of \$222,867.09

## COASTAL PROTECTION SERVICES

*[Local Government (General) Regulation 2021 (Reg) – cl 217(1)(e1)]*

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The requirement to report on coastal protection services does not apply to Cabonne Council.

## COMPANION ANIMALS MANAGEMENT & GUIDELINES ON THE EXERCISE OF FUNCTIONS UNDER THE COMPANION ANIMALS ACT

*[Local Government (General) Regulation 2021 (Reg) – Clause 217(1)(f) & Guidelines on the Exercise of functions under the Companions Animals Act]*

### Lodgement of pound data collection returns with the Office of Local Government (OLG)

A return of council seizures of cats and dogs for 2021/2022 was completed and returned to the Office of Local Government by 30 September 2021.

### Lodgement of data relating to dog attacks with the OLG

There was one (1) dog attack registered with the OLG in the 2021/2022 financial year.

### Amount of funding spent on companion animals' management and activities

The amount of \$193,259 was spent on companion animal management and activities in the 2021/2022 financial year.

### Companion animals community education programs carried out

Cabonne Council cancelled its free micro chipping days in Molong and Canowindra due to the Coronavirus Pandemic.

Discounted desexing vouchers were available for use at Canowindra & Cowra, Molong & Orange and Wellington vet clinics for Cabonne Shire residents.

Council's ranger continues to promote community wide responsible pet ownership.

### Strategies council has in place to promote and assist the de-sexing of dogs and cats

Cabonne Council runs a tri-annual de-sexing voucher program. This program is available to all residents within the Local Government Area and it was offered in the 2021/2022 reporting year.

### Strategies in place to comply with the requirement under section 64 (Companion Animals Act) to seek alternatives to euthanasia for unclaimed animals.

Council delivers unclaimed animals to various pet rescue groups to be re-homed. Cabonne Council works with the RSPCA and the following rescue groups:

- Australian Working Dog Rescue
- Golden Oldies Rescue (Mudgee)
- Hahndorf Animal Rescue (SA)
- RSPCA Orange
- Wally's Dog Rescue

### Off leash areas provided in Council area

An off-leash area is provided at Rotary Park, Molong.

### Detailed information on the use of companion animals fund money for management and control of companion animal in the area.

The amount of \$13,262.22 Companion Animal Commission fund money was received for the 2021/2022 year and went towards the ranger's salary, animal shelter maintenance, animal education and operating costs.



## CAPITAL WORKS

*[OLG Capital Works Guidelines - available on the OLG website]*

Council is currently carrying out one project which requires a capital expenditure review under the Office of Local Government Guidelines.

### **Cabonne Community Centre**

The total projected capital cost of the Centre is \$6,820,000.00

The Cabonne Community Centre has been jointly funded, through the NSW Government's 'Elections Commitment Fund' and State Library of NSW's 'Public Library Infrastructure Grant'.

The aim of the Cabonne Community Centre is to deliver an expanded, accessible, and modern community building.

The space will incorporate:

- Community hall facilities to allow for public meetings and community functions.
- A library facility with capacity for meetings, study, technology connection and delivery of community-centric programs.
- An exhibition area integrated with the public space.
- Commercial kitchen for providing catering for community activities.

The end of 2021/22 seen the following works completed:

- Demolition, site clearing and removal of hazardous materials.
- Earthworks and site preparation.
- Footings and foundation walls.
- Ground floor concrete slab and entry stairs.
- Structural steel and lightweight metal framing.
- Roof cladding.

With the window and door frame installation and services rough ins underway.

## CARERS (RECOGNITION) ACT 2010

*[Carers Recognition Act 2010 (CR Act),s 8(2)]*

Council understands that a carer's input is integral to ensuring that both independence and quality of life to those utilising council's services. Carers are acknowledged as individuals and the relationship with those they are caring for is both respected and supported. This is taken into consideration with all carer interactions by Community Transport, Cabonne Home Support (CHS), and Children's Services.

Council's services are provided in a manner which is both sensitive and understanding to the role and needs of the carer. Council relevant, procedures and services delivered aim to increase recognition and awareness of carers and to acknowledge the valuable contribution they make to society. All staff providing services take into consideration the needs of carers when developing, implementing, and reviewing services.

During 2021/2022 council has granted carer's leave to staff members on numerous occasions and has provided flexibility for staff members with ongoing caring responsibilities.



## DISABILITY INCLUSION ACTION PLAN (DIAP)

[Disability Inclusion Act 2014, s 13(1)]

Council adopted the Cabonne Council Disability Inclusion Action Plan 2017-2021. This was a collaboration with Blayney and Orange City Councils. The aim of the DIAP is to support the community to become more inclusive by removing barriers to access.

Outcomes achieved through the DIAP include:

### 1. Developing positive community attitudes and behaviours;

- All of Council's communications use language and formats that promote inclusion, for example the use of large font on the Council's website.
- Council works in collaboration with Orange City and Blayney Councils through a shared DIAP and survey development.
- Master Plans have been developed for all Cabonne that encompass inclusiveness and health and fitness across all towns and villages.
- Pedestrian Access Mobility Plan has been developed that outlines the integrated networks of accessible footpaths across all Cabonne locations.

### 2. Creating liveable communities:

- Engagement for the design of inclusive playgrounds in Molong and Canowindra.
- Improved and new footpaths, including widening, handrails, and ramps for ease of access.
- Community Transport services have an accessible vehicle available to clients.
- Fortnightly and monthly bus services are available from smaller communities to larger centres.
- Cabonne Home Support Programs provides a range of services to aged persons, people with disability and their carers across Cabonne.
- Carers are respected and supported as individuals and the relationship with those they care for in Council's Community Transport, Cabonne Home Support and Children's Services.

### 3. Supporting access to meaningful employment:

- Council promotes Equal Employment Opportunities for prospective new staff, a basic principle in our overall operations.
- Council supports and provides carers leave and flexible working arrangements to staff members with ongoing caring responsibilities.

During 2021/2022 council has granted carer's leave to staff members on numerous occasions and has provided flexibility for staff members with ongoing caring responsibilities.

Local Government NSW advised in August 2022 of The NSW Disability Inclusion Amendment Act 2022 passed both Houses of Parliament and commenced on 1 July 2022.

Changes to Disability Inclusion Action Planning includes:

- DIAPs must now be remade (not just reviewed) every four years
- New DIAPs are due 12 months after the review
- DIAPs must be made available in one or more formats accessible to people with disability (e.g., audio, auslan, Easy English, Braille, large print)
- The Act now requires supports to LGBTIQ+ people with disability in a way that addresses their specific needs, informed by consultation. This is in addition to the other groups which already require their disability needs to be specifically addressed (i.e. Aboriginal and Torres Strait Islander people, women, children and people from culturally and linguistically diverse backgrounds).

Councils have been given a one-off extension of 17 months, meaning:

- Councils must review their 2017 DIAP by 30 November 2022
- New DIAPs are due by 30 November 2023.

**PLANNING AGREEMENTS IN FORCE***[Environmental Planning and Assessment Act 1979 – s 7.5(5)]*

Company	Effective	Purpose	Amount
Cadia Holdings Pty Ltd	July 2013	Road upgrades contributions	\$115,633
		Contribution - Belubula River	\$16,500
Orange City Council and Blayney Council	2013	Voluntary Planning Agreement	Not applicable

**State of the Environment**

Council is required to produce State of Environment Reports every four years, in the year of the Council election. Since 2077, the councils of the Greater Central West Region of NSW have joined to produce Regional State Environment Reports as part of Council reporting requirements. The Regional State of the Environment Report is the result of a collaborative relationship between the participating catchment councils, including Cabonne Council, and the Central West Catchment Management Authority.

Council has decided to continue reporting on an annual basis so that a detailed Regional State of Environment Report can be prepared that covers trends in the intervening years.

A copy of the Cabonne snapshot State of the Environment Report 2021/22 is available as a separate document on Council's website under the Environment tab.

[www.cabonne.nsw.gov.au/Environment/Regional-State-of-the-Environment-Report](http://www.cabonne.nsw.gov.au/Environment/Regional-State-of-the-Environment-Report)

## RECOVERY AND THREAT ABATEMENT PLANS

*[Fisheries Management Act 1994 – s 220ZT (2)]*

Cabonne Council is not identified as having responsibility under any Recovery and Threat Abatement plan, but our actions are consistent with the Priorities Action Statement or Threat or Recovery Plans, mainly by approval processes from NSW Fisheries. This ensures no significant impact on habitats of any threatened or common fin species.

## PRIVATE SWIMMING POOL INSPECTIONS

*[Swimming Pools Act 1992 (SP Act) – s22F(2) & Swimming Pools Regulation 2018 (SPReg) - cl 23]*

Details of inspections of private swimming pools:

Inspections of tourist and visitor accommodation	0
Inspections of premises with more than two dwellings	0
Inspections that resulted in issuance of a certificate of compliance under Section 22D of the Act	18
Inspections that resulted in issuance of a certificate of non-compliance under clause 18BA of the Regulation	5

## GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT

*[Government Information (Public Access) Act 2009 – s 125(1) & Government Information (Public Access) Regulation 2018 - cl 8 - Schedule 2]*

The Government Information (Public Access) Act 2009 (GIPA Act) was established to provide an open and transparent process for giving the public access to information from New South Wales (NSW) public sector agencies and to encourage the proactive public release of government information.

The Information and Privacy Commission NSW (IPC) provides support by helping government agencies with their responsibilities under the GIPA Act and helping the public in accessing the government information.

The IPC's goal is to ensure that the purpose of the law is achieved by:

- Promoting and educating the community and public sector agencies alike about rights and roles in accessing information
- Reviewing public sector agency decisions, investigating and resolving complaints and monitoring agency performance
- Assisting public sector agencies and the community to understand and use the law
- Providing feedback about the law and advice about developments and technology relevant to the law.

The GIPA Act replaced the Freedom of Information Act 1989 (NSW) on 1 July 2010.

The law facilitates access to information by:

- Making it necessary for agencies to make certain information publicly available

- Authorising agencies to proactively release other information to the community
- Authorising agencies to release their information in response to information access requests
- Giving the public a legally enforceable right to access government information through making an access application, unless there is an overriding public interest against doing so.

Council currently makes much of its information publicly available on its website. Council will endeavour to proactively release any newly created documents that should be made available to the public as well as:

- Any information formally requested, not requiring third party consultation, where the applicant has indicated that they will be requesting regular updates;
- Media releases;
- Any information considered to be a public interest (not already required to be released) consistent with council's proactive release program.

Council will only require formal GIPA applications as a last resort where there would appear to be an overriding public interest against disclosure.

The tables on the following pages set out the information relating to the access applications made to council during the 2021/22 year. The information is provided in the format required by the Government Information (Public Access) Regulation.

For more information about GIPA visit [www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au) or phone 1800 472 679.

**GIPA ACCESS APPLICATION TABLES**

Clause 8A: Details of the review carried out by the agency under section 7 (3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review.

Reviews carried out by the Agency	Yes
Information made publicly available by the agency	Yes

Council reviewed its Agency Information Guide and a copy was provided to the Information Commissioner for comment. Following this, the Guide was adopted by Council at its September council meeting. Council's proactive release program is detailed in its Agency Information Guide, under the Access to Information: Mandatory Release – Open Access Information section.

Clause 8B: The total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications)

Total number of applications received	3
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Clause 8C: The total number of access applications received by the agency during the reporting year that the agency refused either wholly or partly, because the application was for the disclosure of information referred to in Schedule 1 to the Act (information for which there is conclusive presumption of overriding public interest against disclosure)

	Wholly	Partly	Total
Number of applications refused	0	0	0
% of total	0%	0%	0%

**Table A: Number of applications by type of applicant and outcome\***

\* More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

	Media	Members of Parliament	Private sector business	Not for profit orgs or community groups	Members of the public (by legal representative)	Members of the public (other)	Total	% of total
Access granted in full	0	0	0	0	3	0	3	100%
Access granted in part	0	0	0	0	0	0	0	0%
Access refused in full	0	0	0	0	0	0	0	0%
Information not held	0	0	0	0	0	0	0	0%
Refused to deal with application	0	0	0	0	0	0	0	0%
Refused to confirm/deny whether the information is held	0	0	0	0	0	0	0	0%
Application withdrawn	0	0	0	0	0	0	0	0%
<b>Total</b>	0	0	0	0	3	0	3	
<b>% of total</b>	0%	0%	0%	0%	100%	0%		



Table B: Number of applications by type of applicant and outcome\*

	Personal information applications	Access applications (other than personal information applications)	Access applications (partly personal info and partly other)	Total	% of total
Access granted in full	0	1	2	3	100%
Access granted in part	0	0	0	0	0%
Access refused in full	0	0	0	0	0%
Information not held	0	0	0	0	0%
Refused to deal with application	0	0	0	0	0%
Refused to confirm/deny whether the information is held	0	0	0	0	0%
Application withdrawn	0	0	0	0	0%
Total	0	1	2	3	
% of total	0%	33%	67%		

\* A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

**Table C: Invalid applications**

Reasons for invalidity	No. of applications	% of total
Application does not comply with formal requirements (section 41 of the Act)	0	0%
Application is for excluded information of the agency (section 43 of the Act)	0	0%
Application contravenes restraint order (section 110 of the Act)	0	0%
Total number of invalid applications received	0	0%
Invalid applications that subsequently became invalid applications	0	0%

**Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of Act**

	Number of times consideration used*	% of total
Overriding secrecy laws	0	0%
Cabinet Information	0	0%
Executive Council Information	0	0%
Contempt	0	0%
Legal professional privilege	0	0%
Excluded information	0	0%
Documents affecting law enforcement and public safety	0	0%
Transport Safety	0	0%
Adoption	0	0%
Care and protection of children	0	0%
Ministerial code of conduct	0	0%
Aboriginal and environmental heritage	0	0%
Privilege generally – Sch 1 (5A)	0	0%
Information provided to High Risk Offenders Assessment Committee	0	0%
Total	0	

\*More than one public interest consideration may apply in relation to a particular access application and if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

**Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of Act**

	Number of times consideration used*	% of total
Responsible and effective government	0	0%
Law enforcement and security	0	0%
Individual rights, judicial processes, and natural justice	0	0%
Business interests of agencies and other persons	0	0%
Environment, culture, economy and general matters	0	0%
Secrecy provisions	0	0%
Exempt documents under interstate freedom of information legislation	0	

**Table F: Timeliness**

	No. of applications	% of total
Decided within the statutory timeframe (20 days plus any extensions)	3	100%
Decided after 35 days (by agreement with applicant)	0	0%
Not decided within time (deemed refusal)	0	0%
Total	3	

**Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome).**

	Decision varied	Decision upheld	Total	% of total
Internal review	0	0	0	0%
Review by information commissions	0	0	0	0%
Internal review following recommendation under section 93 of Act	0	0	0	0%
Review by NCAT	0	0	0	0%
<b>Total</b>	0	0	0	
<b>% of total</b>	0%	0%		

\*The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decisionmaker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

**Table H: Applications for review under Part 5 of the Act (by type of applicant).**

	No. of applications for review	% of total
Applications by access applications	0	0%
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0	0%
<b>Total</b>	0	

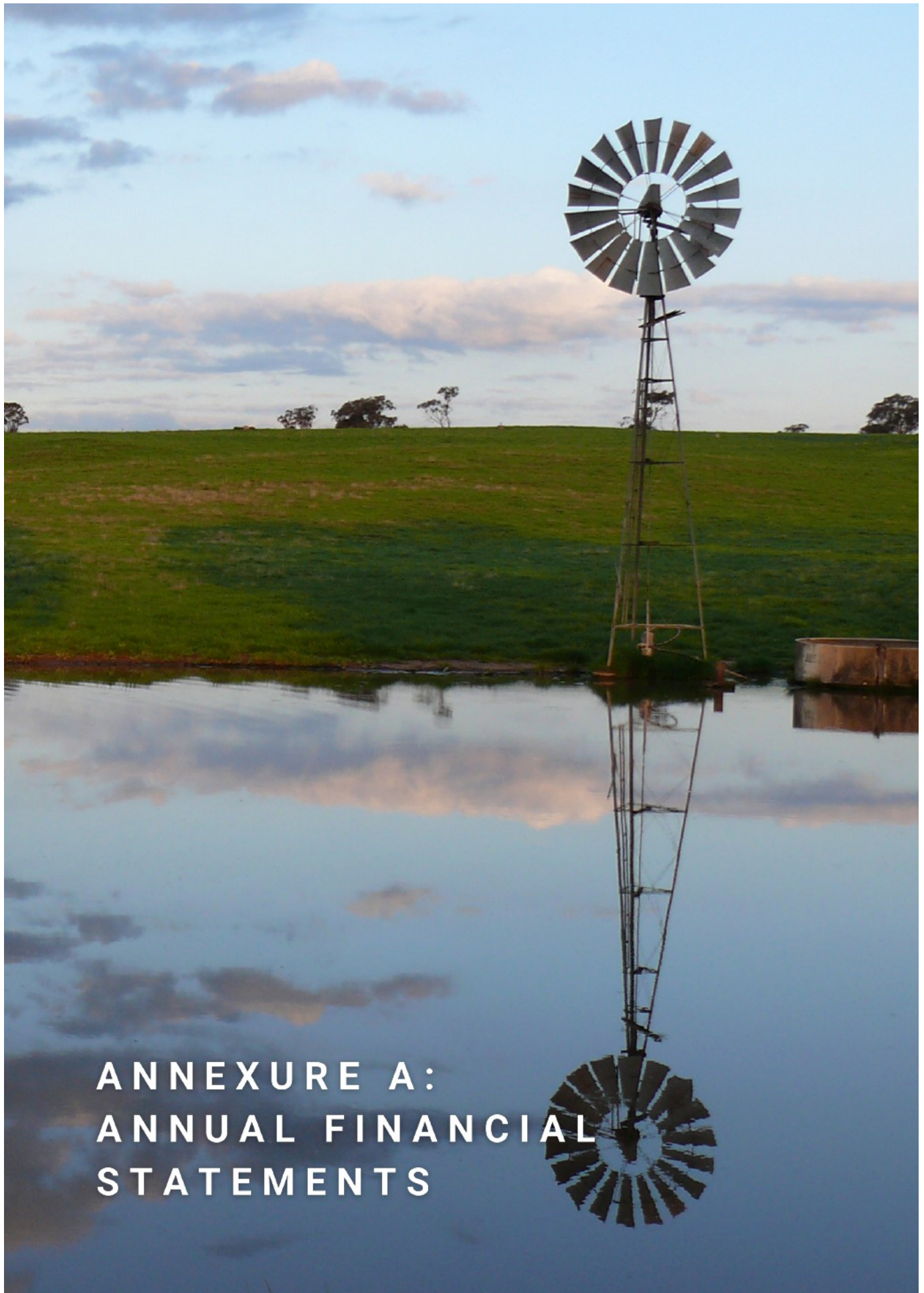
**Table I: Applications transferred to other agencies.**

	No. of applications transferred	% of total
Agency – initiated transfers	0	0%
Application – initiated transfers	0	0%
Total	0	

**PUBLIC INTEREST DISCLOSURES**

[Public Interest Disclosures Act 1994 – s 31 & Public Interest Disclosures Regulation 2011 - cl 4]

Statistical information on PIDS	July 2021 - June 2022
Number of public officials who made PIDS	NIL
Number of PIDS received	NIL
Number of PIDS finalised	NIL





# Local Government Remuneration Tribunal

Annual Report and  
Determination

*Annual report and determination under sections  
239 and 241 of the Local Government Act 1993*

20 April  
2022

[NSW Remuneration Tribunals website](https://www.remunerationtribunals.nsw.gov.au/)

## Local Government Remuneration Tribunal

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## Local Government Remuneration Tribunal

### Executive Summary

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The *Local Government Act 1993* (LG Act) requires the Local Government Remuneration Tribunal ("the Tribunal") to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

#### Categories

The Tribunal found the allocation of councils into the current categories appropriate. Criteria for each category is published in Appendix 1. These categories have not changed further to the extensive review undertaken as part of the 2020 review.

#### Fees

The Tribunal determined a 2 per cent per annum increase in the minimum and maximum fees applicable to each category.

## Local Government Remuneration Tribunal

### Section 1 Introduction

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1. Section 239 of the LG Act provides that the Tribunal determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act, requires the Tribunal to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission.
4. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees without breaching the Government's Wages Policy as per section 242A (3) of the LG Act.
5. The Tribunal's determinations take effect from 1 July each year.

### Section 2 2021 Determination

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6. The Tribunal received 18 submissions which included 9 requests for re-categorisation. At the time of making its determination, the Tribunal had available to it the Australian Bureau of Statistics 25 March 2020 population data for FY2018-19. The Tribunal noted the requirement of section 239 of the LG Act that it must determine categories for councils and mayoral offices at least once every 3 years. It noted that the Tribunal had conducted an extensive review in 2020 and decided that the categories would next be considered in 2023.
7. The Tribunal found that the current categories and allocation of councils to these categories remained appropriate. The Tribunal's finding had regard to the 2020 review, the current category model and criteria and the evidence put forward in the received submissions.
8. In regard to fees, the Tribunal determined a 2 per cent per annum increase in the minimum and maximum fees applicable to each category.

### Section 3 2022 Review

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#### Process

9. In 2020, the categories of general purpose councils were determined as follows:

<b>Metropolitan</b>	<b>Non-Metropolitan</b>
<ul style="list-style-type: none"> <li>• Principal CBD</li> <li>• Major CBD</li> <li>• Metropolitan Large</li> <li>• Metropolitan Medium</li> <li>• Metropolitan Small</li> </ul>	<ul style="list-style-type: none"> <li>• Major Regional City</li> <li>• Major Strategic Area</li> <li>• Regional Strategic Area</li> <li>• Regional Centre</li> <li>• Regional Rural</li> </ul>

## Local Government Remuneration Tribunal

	<ul style="list-style-type: none"> <li>• Rural</li> </ul>
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10. The Tribunal wrote to all mayors or general managers and LGNSW on 14 October 2021 to advise of the commencement of the 2021 review and invited submissions regarding recategorisation, fees and other general matters. The Tribunal's correspondence advised that an extensive review of categories was undertaken in 2020 and, as this was only legislatively required every three years, consideration would be next be given in 2023. The correspondence further advised that submissions requesting to be moved into a different category as part of the 2022 review would require a strong case supported by evidence that substantiates that the criteria for the requested category is met.
11. Seven submissions were received from individual councils and one submission was received from LGNSW. The Tribunal noted that several of the submissions had not been endorsed by their respective councils. The Tribunal also met with the President, Chief Executive and Senior Manager of LGNSW.
12. The Tribunal discussed the submissions at length with the Assessors.
13. The Tribunal acknowledged previous and ongoing difficulties imposed by COVID19 and natural disasters on councils.
14. The Tribunal also acknowledged submissions from councils in regional and remote locations that raised unique challenges, such as travel and connectivity, experienced by mayors and councillors in those areas.
15. A summary of the matters raised in the received submissions and the Tribunal's consideration of those matters is outlined below.

### Categorisation

16. Five council submissions requested recategorisation. Three of these requests sought the creation new categories.

#### Metropolitan Large Councils

17. Penrith City Council acknowledged that categories were not being reviewed until 2023. However, the Council reiterated their previous year's position and contended that their claim for the creation of a new category of "Metropolitan Large – Growth Centre" continues to be enhanced through their leading role in the Western Sydney City Deal. Council's submission further stated that the participation in the Deal demonstrated the exponential growth that will occur in the Penrith Local Government Area.
18. Blacktown City Council requested the creation of a new category "Metropolitan Large – Growth Area". Council stated that the current criteria for "Metropolitan Large" does not reflect the Council's size, rate of growth and economic influence.

Council based its argument for a new category on the following grounds:

- Significant population growth. Current estimated population of 403,000 with an expected population of 640,000 in 2041.
- Blacktown being critical to the success of the Greater Sydney Region Plan while also being part of the fastest growing district for the next 20 years.
- 4th largest economy in NSW – as of 30 June 2020, Gross Regional Product (GRP) was \$21.98 billion, comparatively City of Parramatta was \$31.36 billion.
- Undertaking of several transformational projects to increase economy and services. Examples include the redesign of Riverstone Town Centre, Australian Catholic University establishment of an interim campus for up to 700 undergrads

## Local Government Remuneration Tribunal

with a permanent campus to open by 2024, the \$1 billion Blacktown Brain and Spinal Institute proposal and Blacktown International Sports Park Masterplan to provide a first-class multi-sport venue.

- Expansion in provision of services such as childcare, aquatic and leisure centres.
- Diversity of population.

### Non-Metropolitan Major Regional City Councils

19. Newcastle Council requested clarification regarding City of Newcastle's status as either Metropolitan or Regional, noting that while City of Newcastle is classified as a "Major Regional City", the Newcastle Local Government Area is often exempt from both regional and metropolitan grant funding due to inconsistencies in classification. Council sought review on the following grounds:

- Size of council area 187km<sup>2</sup> (in comparison of Parramatta Council 84km<sup>2</sup>).
- Physical terrain.
- Population and distribution of population.
- Nature and volume of business dealt with by Council.
- Nature and extent of development of City of Newcastle.
- Diversity of communities served.
- Regional, national and international significance of City of Newcastle.
- Transport hubs.
- Regional services including health, education, smart city services and public administration.
- Cultural and sporting facilities.
- Matters that the Tribunal consider relevant

### Regional Centre

20. Tweed Shire Council requested to be reclassified as a "Regional Strategic Area" on the following grounds:

- Proximity to the Gold Coast City and Brisbane.
- Proximity to Sydney via the Gold Coast airport.
- Tweed being the major population and city centre for the Northern Rivers Joint Organisation.
- Tweed being the largest employer and strongest growth area in the Northern Rivers.

### Non-Metropolitan Rural Councils

21. Murrumbidgee Council requested recategorisation to "Regional Rural" as they are a product of the merger of the former Jerilderie Shire Council and the former Murrumbidgee Shire Council. Council also suggested that the criteria for "Regional Rural" is amended to:

- Councils categorised as Regional Rural will typically have a minimum residential population of 20,000 or can demonstrate one of the following features...."
  - the product of the 2016 amalgamation where two or more Rural classified Local Governments Areas merged.

### Findings - categorisation

22. The Tribunal assessed each Council's submission and found that the current categories and allocation of councils to these categories remained appropriate. The Tribunal's findings had regard to the 2020 review, the current category model and



## Local Government Remuneration Tribunal

criteria and the evidence put forward in the received submissions.

23. Having regard to the requirements of sections 239 and 240 of the LG Act, the Tribunal did not find that any council's submission was strong enough for a change in category or for the creation of a new category.
24. The Tribunal did note, however, that some councils may have a better case for recategorisation at the next major review of categories in 2023.
25. The Tribunal was of the view that the 2023 determination and review of categories as required by s239 (1) of the LG Act will see more requests from councils for recategorisation and possible determination of new categories. The Tribunal and Assessors may benefit from visits to meet regional organisations of councils and direct opportunities for input from Mayors and general managers in this regard.

### Fees

26. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required by section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.
27. Pursuant to section 146C(1)(a) of the IR Act, the current government policy on wages is expressed in the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014 (IR Reg.). The IR Reg. provides that public sector wages cannot increase by more than 2.5 per cent per annum. The Tribunal therefore has the discretion to determine an increase of up to 2.5 per cent per annum.
28. Submissions that addressed fees sought an increase of a maximum of 2.5 per cent per annum or greater. These submissions raised issues such as comparative remuneration, cost of living and increasing workloads. One submission also suggested that higher fees are required to attract a higher standard of candidates to council roles.
29. The LGNSW submission contained 3 parts. The first part of the submission supported an increase of 2.5 per cent per annum in remuneration, but further argued that the maximum increase is inadequate and does not address the historical undervaluation of work performed by mayors and councillors, and the substantial expansion of their responsibilities and accountability in recent years. LGNSW used the following economic indexes and wage data in support of their argument:
  - Consumer price index (CPI)
  - National and state wages cases
  - Wage increases under the *Local Government (State) Award 2020*.
30. The second part of LGNSW's submission addressed inequity and impacts of low remuneration. It was supported by the research paper "Councillor perspectives on the (in)adequacy of remuneration in NSW local government: Impacts on well-being, diversity and quality of representation" (the "ANU Paper"), written by Associate Professor Jakimow of the Australian National University. A key finding of the ANU Paper was that "current remuneration levels are perceived as inadequately reflecting the extent and nature of council work." The finding was derived from the undertaking of

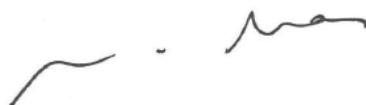
### Local Government Remuneration Tribunal

a survey of councillors and mayors. The paper suggests that there is a disconnect between workload and remuneration and this was identified as the most frequent argument for increasing the current rate.

31. The third and final part of LGNSW's submission compared the minimum and maximum rates of NSW mayor and councillor remuneration to the remuneration of directors and chairpersons of comparable government bodies and not-for-profits, mayors and councillors in Queensland and members of the NSW Parliament. The submission contended that NSW mayor and councillor remuneration is below that of their counterparts.
32. Following the most recent review by the Independent Pricing and Regulatory Tribunal (IPART) the amount that councils will be able to increase the revenue they can collect from rates will depend on their level of population growth. IPART has set a 2022-23 rate peg for each council, ranging from 0.7 to 5.0 per cent. IPART's rate peg takes into account the annual change in the Local Government Cost Index, which measures the average costs faced by NSW councils, in addition to a population factor based on each council's population growth.
33. Employees under the *Local Government (State) Award 2020* will receive a 2 per cent per annum increase in rates of pay from the first full pay period to commence on or after 1 July 2022.
34. The Tribunal has determined a 2 per cent per annum increase in the minimum and maximum fees applicable to each category.

### Conclusion

35. The Tribunal's determinations have been made with the assistance of Assessors Ms Kylie Yates and Ms Melanie Hawyes.
36. It is the expectation of the Tribunal that in the future all submissions have council endorsement.
37. Determination 1 outlines the allocation of councils into each of the categories as per section 239 of the LG Act.
38. Determination 2 outlines the maximum and minimum fees paid to councillors and mayors and members and chairpersons of county councils as per section 241 of the LG Act.



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**Local Government Remuneration Tribunal**

Dated: 20 April 2022

## Local Government Remuneration Tribunal

### Section 4      2021 Determinations

**Determination No. 1 - Allocation of councils into each of the categories as per section 239 of the LG Act effective from 1 July 2021**

**Table 1: General Purpose Councils - Metropolitan**

Principal CBD (1)	Major CBD (1)
Sydney	Parramatta
Metropolitan Large (12)	Metropolitan Medium (8)
Bayside	Campbelltown
Blacktown	Camden
Canterbury-Bankstown	Georges River
Cumberland	Hornsby
Fairfield	Ku-ring-gai
Inner West	North Sydney
Liverpool	Randwick
Northern Beaches	Willoughby
Penrith	
Ryde	
Sutherland	
The Hills	
Metropolitan Small (8)	
Burwood	
Canada Bay	
Hunters Hill	
Lane Cove	
Mosman	
Strathfield	
Waverley	
Woollahra	

## Local Government Remuneration Tribunal

**Table 2: General Purpose Councils - Non-Metropolitan**

Major Regional City (2)	Major Strategic Area (1)	Regional Strategic Area (1)
Newcastle	Central Coast	Lake Macquarie
Wollongong		

Regional Centre (24)		Regional Rural (13)
Albury	Mid-Coast	Bega
Armidale	Orange	Broken Hill
Ballina	Port Macquarie-Hastings	Byron
Bathurst	Port Stephens	Eurobodalla
Blue Mountains	Queanbeyan-Palerang	Goulburn Mulwaree
Cessnock	Shellharbour	Griffith
Clarence Valley	Shoalhaven	Kempsey
Coffs Harbour	Tamworth	Kiama
Dubbo	Tweed	Lithgow
Hawkesbury	Wagga Wagga	Mid-Western
Lismore	Wingecarribee	Richmond Valley Council
Maitland	Wollondilly	Singleton
		Snowy Monaro

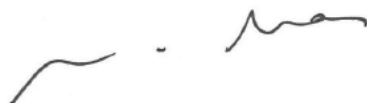
Rural (57)			
Balranald	Cootamundra-Gundagai	Junee	Oberon
Bellingen	Cowra	Kyogle	Parkes
Berrigan	Dungog	Lachlan	Snowy Valleys
Bland	Edward River	Leeton	Temora
Blayney	Federation	Liverpool Plains	Tenterfield
Bogan	Forbes	Lockhart	Upper Hunter
Bourke	Gilgandra	Moree Plains	Upper Lachlan
Brewarrina	Glen Innes Severn	Murray River	Uralla
Cabonne	Greater Hume	Murrumbidgee	Walcha
Carrathool	Gunnedah	Muswellbrook	Walgett
Central Darling	Gwydir	Nambucca	Warren
Cobar	Hay	Narrabri	Warrumbungle
Coolamon	Hilltops	Narrandera	Weddin
Coonamble	Inverell	Narromine	Wentworth

### Local Government Remuneration Tribunal

Rural (57)	
	Yass

**Table 3: County Councils**

Water (4)	Other (6)
Central Tablelands	Castlereagh-Macquarie
Goldenfields Water	Central Murray
Riverina Water	Hawkesbury River
Rous	New England Tablelands
	Upper Hunter
	Upper Macquarie



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Dated: 20 April 2022

## Local Government Remuneration Tribunal

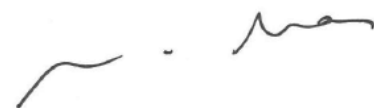
### Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2022

The annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2022 as per section 241 of the *Local Government Act 1993* are determined as follows:

**Table 4: Fees for General Purpose and County Councils**

Category		Councillor/Member Annual Fee (\$) effective 1 July 2022		Mayor/Chairperson Additional Fee* (\$) effective 1 July 2022	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	28,750	42,170	175,930	231,500
	Major CBD	19,180	35,520	40,740	114,770
	Metropolitan Large	19,180	31,640	40,740	92,180
	Metropolitan Medium	14,380	26,840	30,550	71,300
	Metropolitan Small	9,560	21,100	20,370	46,010
General Purpose Councils - Non-Metropolitan	Major Regional City	19,180	33,330	40,740	103,840
	Major Strategic Area	19,180	33,330	40,740	103,840
	Regional Strategic Area	19,180	31,640	40,740	92,180
	Regional Centre	14,380	25,310	29,920	62,510
	Regional Rural	9,560	21,100	20,370	46,040
	Rural	9,560	12,650	10,180	27,600
County Councils	Water	1,900	10,550	4,080	17,330
	Other	1,900	6,300	4,080	11,510

\*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).



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Dated: 20 April 2021



## Local Government Remuneration Tribunal

### Appendices

#### Appendix 1 Criteria that apply to categories

##### Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

##### Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

## Local Government Remuneration Tribunal

### Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

### Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

## Local Government Remuneration Tribunal

### Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

### Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development
- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

### Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a

## Local Government Remuneration Tribunal

significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

### Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 200,000.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

### Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

## Local Government Remuneration Tribunal

### Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

### Rural

Councils categorised as Rural will typically have a residential population less than 20,000.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

### County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

### County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the *Biosecurity Act 2015*.



## CODE OF MEETING PRACTICE POLICY

### STRATEGIC POLICY

**Responsible Department:** Cabonne Services

**Responsible Section:** Governance & Corporate Performance

**Responsible Officer:** Department Leader – Governance & Corporate Performance

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#### Objective

Council as a matter of policy has adopted the Meeting Code which was developed to help councillors and staff conduct council meetings in accordance with best practice standards.

#### Introduction

The Meeting Code explains the provisions of the *Local Government Act 1993* and the Local Government (General) Regulation 2005 as they relate to council meetings and decision-making processes.

All councillors, staff and community members participating in council meetings must act with good intentions and behave to the standard of conduct expected by the community. Meeting procedures contribute to good public decision-making and increase council's transparency and accountability to its community. Councillors are accountable to their communities for the decisions that they make. Those decisions should be based on sound and adequate information. The conduct of effective meetings is an indicator of good governance. Well run meetings reflect an effective partnership and relationship between the governing body of council and council administration. (Sections 232 and 439 of the Act).



## Policy

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## 1 INTRODUCTION

This Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is made under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2005* (the Regulation).

This code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise.

A council and a committee of the council of which all the members are councillors must conduct its meetings in accordance with the code of meeting practice adopted by the council.

## 2 MEETING PRINCIPLES

Council and committee meetings should be:

*Transparent:* Decisions are made in a way that is open and accountable.

<i>Informed:</i>	Decisions are made based on relevant, quality information.
<i>Inclusive:</i>	Decisions respect the diverse needs and interests of the local community.
<i>Principled:</i>	Decisions are informed by the principles prescribed under Chapter 3 of the Act.
<i>Trusted:</i>	The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community.
<i>Respectful:</i>	Councillors, staff and meeting attendees treat each other with respect.
<i>Effective:</i>	Meetings are well organised, effectively run and skilfully chaired.
<i>Orderly:</i>	Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

### 3 BEFORE THE MEETING

#### Timing of ordinary council meetings

- 3.1 Ordinary council meetings are held on a regular basis, as decided by the council. Council must meet at least ten (10) times a year, with each meeting being in a different month (s.365 of the Act).

The general manager shall report to council in September of each year, recommending the timing for meeting times of ordinary Council Meetings and standing committee meetings. The council shall adopt a schedule for meeting dates for the ensuing twelve (12) months and the times at which those meetings are to be held.

Council may resolve not to meet in January of each year.

When public holidays applicable to Local Government fall on a Monday, if this were a council or committee meeting day, council would hold the meetings on the Tuesday after the Public Holiday.

Normally meetings will be held at the Council Chambers, Bank Street, Molong with any variation to be advertised if resolved to be held elsewhere.

#### Extraordinary meetings

- 3.2 If the mayor receives a request in writing, signed by at least two (2) councillors, the mayor must call an extraordinary meeting of the council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The mayor can be one of the two councillors requesting the meeting.

**Note: Clause 3.2 reflects section 366 of the Act.**

#### Notice to the public of council meetings

- 3.3 The council must give notice to the public of the time, date, and place of each of its meetings, including extraordinary meetings and of each meeting of committees of the council.

**Note: Clause 3.3 reflects section 9(1) of the Act.**

- 3.4 For the purposes of clause 3.3, notice of a meeting of the council and of a committee of council is to be published before the meeting takes place. The notice must be published on the council's website, and in such other manner that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.

- 3.5 For the purposes of clause 3.3, notice of more than one (1) meeting may be given in the same notice.

Notice to councillors of ordinary council meetings

- 3.6 The general manager must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date, and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

**Note: Clause 3.6 reflects section 367(1) of the Act.**

- 3.7 The notice and the agenda for, and the business papers relating to, the meeting may be given to councillors in electronic form, but only if all councillors have facilities to access the notice, agenda, and business papers in that form.

**Note: Clause 3.7 reflects section 367(3) of the Act.**

Notice to councillors of extraordinary meetings

- 3.8 Notice of less than three (3) days may be given to councillors of an extraordinary meeting of the council in cases of emergency.

**Note: Clause 3.8 reflects section 367(2) of the Act.**

Giving notice of business to be considered at council meetings

- 3.9 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted at least 10 business days before the meeting is to be held.
- 3.10 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.
- 3.11 If the general manager considers that a notice of motion submitted by a councillor for consideration at an ordinary meeting of the council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the council.
- 3.12 A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the general manager must either:
- prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers for the meeting at which the notice of motion is to be considered by the council, or
  - by written notice sent to all councillors with the business papers for the meeting for which the notice of motion has been submitted, defer consideration of the matter by the council to such a date specified in the notice, pending the preparation of such a report.

Questions with notice

- 3.13 A councillor may, by way of a notice submitted under clause 3.9, ask a question for response by the general manager about the performance or operations of the council.
- 3.14 A councillor is not permitted to ask a question with notice under clause 3.13 that comprises a complaint against the general manager or a member of staff of the council, or a question that implies wrongdoing by the general manager or a member of staff of the council.

- 3.15 The general manager or their nominee may respond to a question with notice submitted under clause 3.13 by way of a report included in the business papers for the relevant meeting of the council or orally at the meeting.

Agenda and business papers for ordinary meetings

- 3.16 The general manager must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.
- 3.17 The general manager must ensure that the agenda for an ordinary meeting of the council states:
- (a) all matters to be dealt with arising out of the proceedings of previous meetings of the council, and
  - (b) if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
  - (c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
  - (d) any business of which due notice has been given under clause 3.9.
- 3.18 Nothing in clause 3.17 limits the powers of the mayor to put a mayoral minute to a meeting under clause 9.6.
- 3.19 The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is, or the implementation of the business would be, unlawful. The general manager must report, without giving details of the item of business, any such exclusion to the next meeting of the council.
- 3.20 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the general manager, is likely to take place when the meeting is closed to the public, the general manager must ensure that the agenda of the meeting:
- (a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
  - (b) states the grounds under section 10A(2) of the Act relevant to the item of business.

**Note: Clause 3.20 reflects section 9(2A)(a) of the Act.**

- 3.21 The general manager must ensure that the details of any item of business which, in the opinion of the general manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to councillors for the meeting concerned. Such details must not be included in the business papers made available to the public, and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

Statement of ethical obligations

- 3.22 Business papers for all ordinary and extraordinary meetings of the council and committees of the council must contain a statement reminding councillors of their oath or affirmation of office made under section 233A of the Act and their obligations under the council's code of conduct to disclose and appropriately manage conflicts of interest.

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Availability of the agenda and business papers to the public

- 3.23 Copies of the agenda and the associated business papers, such as correspondence and reports for the meetings of the council and committees of council. The business papers of Cabonne Council are to be will be available for access by councillors through their iPads no later than the Wednesday preceding

the ordinary meeting and three (3) days preceding committees or extraordinary meetings. A copy of the business papers shall be placed on Council's website the day following access to councillors on the Thursday preceding the meeting.

Printed copies of the business papers for council meetings for the media and the public are to be available on request for collection from Council's Molong Office on Friday morning prior to the Council meeting day.

**Note: Clause 3.232 reflects section 9(2) and (4) of the Act.**

3.243 Clause 3.232 does not apply to the business papers for items of business that the general manager has identified under clause 3.20 as being likely to be considered when the meeting is closed to the public.

**Note: Clause 3.243 reflects section 9(2A)(b) of the Act.**

3.254 For the purposes of clause 3.232, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.

**Note: Clause 3.254 reflects section 9(3) of the Act.**

3.265 A copy of an agenda, or of an associated business paper made available under clause 3.232, may in addition be given or made available in electronic form.

**Note: Clause 3.265 reflects section 9(5) of the Act.**

#### Agenda and business papers for extraordinary meetings

3.276 The general manager must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.

3.287 Despite clause 3.26, business may be considered at an extraordinary meeting of the council, even though due notice of the business has not been given, if:

- (a) a motion is passed to have the business considered at the meeting, and
- (b) the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.

3.298 A motion moved under clause 3.287(a) can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with.

3.309 Despite clauses 10.20–10.30, only the mover of a motion moved under clause 3.287(a) can speak to the motion before it is put.

3.310 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.287(b) on whether a matter is of great urgency.

#### Pre-meeting briefing sessions

3.324 Prior to each ordinary meeting of the council, the general manager may arrange a pre-meeting briefing session to brief councillors on business to be considered at the meeting. Pre-meeting briefing sessions may also be held for extraordinary meetings of the council and meetings of committees of the council.

3.332 Pre-meeting briefing sessions are to be held in the absence of the public.

3.34 Pre-meeting briefing sessions may be held by audio-visual link.

3|353 The general manager or a member of staff nominated by the general manager is to preside at pre-meeting briefing sessions.

3|364 Councillors must not use pre-meeting briefing sessions to debate or make preliminary decisions on items of business they are being briefed on, and any debate and decision-making must be left to the formal council or committee meeting at which the item of business is to be considered.

3|375 Councillors (including the mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of a briefing at a pre-meeting briefing session, in the same way that they are required to do so at a council or committee meeting. The council is to maintain a written record of all conflict of interest declarations made at pre-meeting briefing sessions and how the conflict of interest was managed by the councillor who made the declaration.

#### 4 PUBLIC FORUMS

4.1 The council may hold a public forum on the second Tuesday of each month (excluding January) for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to extraordinary council meetings and meetings of committees of the council.

4|2 Public forums may be held by audio-visual link.

4|32 Public forums are to be chaired by the mayor or their nominee.

4|43 To speak at a public forum, a person must first make an application to the council in the approved form. Applications to speak at the public forum must be received by **12 pm, the Wednesday** before the date on which the public forum is to be ~~held, and~~ held and must identify the item of business on the agenda of the council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.

4|54 A person may apply to speak on matters that are within the responsibilities of ~~c~~Gouncil.

4|65 Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.

4|76 The general manager or their delegate may refuse an application to speak at a public forum. The general manager or their delegate must give reasons in writing for a decision to refuse an application.

4|87 Applications on the same or related subject are restricted to a maximum of two per ~~P~~ublic ~~F~~orum, one speaker for the subject and one speaker against the subject.

4|98 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the general manager or their delegate may request the speakers to nominate from among themselves the persons who are to address the council on the item of business. If the speakers are not able to agree on whom to nominate to address the council, the general manager or their delegate is to determine who will address the council at the public forum.

4|109 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the general manager or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.

4|110 Approved speakers at the public forum are to register with the council any written, ~~visual~~ visual, or audio material to be presented in support of their address to the council at the public forum, and to identify



any equipment needs no more than **one** day before the public forum. The general manager or their delegate may refuse to allow such material to be presented.

- 4|124 The general manager or their delegate is to determine the order of speakers at the public forum.
- 4|132 Each speaker will be allowed **five** minutes to address the council. This time is to be strictly enforced by the chairperson.
- 4|143 Speakers at public forums must not digress from the item on the agenda of the council meeting they have applied to address the council on. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.
- 4|154 A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a public forum. Questions put to a speaker must be direct, succinct and without argument.
- 4|165 Speakers at public forums cannot ask questions of the council, ~~councillors~~councillors, or council staff.
- 4|176 The general manager or their nominee may, with the concurrence of the chairperson, address the council for up to **five** minutes in response to an address to the council at a public forum after the address and any subsequent questions and answers have been finalised.
- 4|187 Where an address made at a public forum raises matters that require further consideration by council staff, the general manager may recommend that the council defer consideration of the matter pending the preparation of a further report on the matters.
- 4|198 When addressing the council, speakers at public forums must comply with this code and all other relevant council codes, policies and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging breaches of the council's code of conduct or making other potentially defamatory statements.
- 4|209 If the chairperson considers that a speaker at a public forum has engaged in conduct of the type referred to in clause 4.198, the chairperson may request the person to refrain from the inappropriate behaviour and to withdraw and unreservedly apologise for any inappropriate comments. Where the speaker fails to comply with the chairperson's request, the chairperson may immediately require the person to stop speaking.
- 4|210 Clause 4.209 does not limit the ability of the chairperson to deal with disorderly conduct by speakers at public forums in accordance with the provisions of Part 15 of this code.
- 4|224 Where a speaker engages in conduct of the type referred to in clause 4.19, the general manager or their delegate may refuse further applications from that person to speak at public forums for such a period as the general manager or their delegate considers appropriate.
- 4|232 Councillors (including the mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of an address at a public forum, in the same way that they are required to do so at a council or committee meeting. The council is to maintain a written record of all conflict of interest declarations made at public forums and how the conflict of interest was managed by the councillor who made the declaration.

## 5 COMING TOGETHER

### Attendance by councillors at meetings

- 5.1 All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.

**Note: A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.**

- 5.2 A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.
- 5.3 Where a councillor is unable to attend one or more ordinary meetings of the council, the councillor should request that the council grant them a leave of absence from those meetings. This clause does not prevent a councillor from making an apology if they are unable to attend a meeting. However, the acceptance of such an apology does not constitute the granting of a leave of absence for the purposes of this code and the Act.
- 5.4 A councillor's request for leave of absence from council meetings should, if practicable, identify (by date) the meetings from which the councillor intends to be absent and the grounds upon which the leave of absence is being sought.
- 5.5 The council must act reasonably when considering whether to grant a councillor's request for a leave of absence.
- 5.6 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive ordinary meetings of the council without prior leave of the ~~council~~, or council or leave granted by the council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

**Note: Clause 5.6 reflects section 234(1)(d) of the Act.**

- 5.7 A councillor who intends to attend a meeting of the council despite having been granted a leave of absence should, if practicable, give the general manager at least two (2) days' notice of their intention to attend.

#### The quorum for a meeting

- 5.8 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.

**Note: Clause 5.8 reflects section 368(1) of the Act.**

- 5.9 Clause 5.8 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.

**Note: Clause 5.9 reflects section 368(2) of the Act.**

- 5.10 A meeting of the council must be adjourned if a quorum is not present:
- (a) at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
  - (b) within half an hour after the time designated for the holding of the meeting, or
  - (c) at any time during the meeting.
- 5.11 In either case, the meeting must be adjourned to a time, date and place fixed:
- (a) by the chairperson, or

- (b) in the chairperson's absence, by the majority of the councillors present, or
- (c) failing that, by the general manager.

- 5.12 The general manager must record in the council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the council, together with the names of the councillors present.
- 5.13 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the safety and welfare of councillors, council staff and members of the public may be put at risk by attending the meeting because of a natural disaster (such as, but not limited to flood or bushfire), the mayor may, in consultation with the general manager and, as far as is practicable, with each councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the council's website and in such other manner that the council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.
- 5.14 Where a meeting is cancelled under clause 5.13, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting called under clause 3.2.

#### Meetings held by audio-visual link

- 5.15 A meeting of the council or a committee of the council may be held by audio-visual link where the mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the general manager and, as far as practicable, with each councillor.
- 5.16 Where the mayor determines under clause 5.15 that a meeting is to be held by audio-visual link, the general manager must:
- (a) give written notice to all councillors that the meeting is to be held by audio-visual link, and
  - (b) take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and
  - (c) cause a notice to be published on the council's website and in such other manner the general manager is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.

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- 5.17 This code applies to a meeting held by audio-visual link under clause 5.15 in the same way it would if the meeting was held in person.

**Note: Where the council holds a meeting by audio-visual link under clause 5.15, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.**

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#### Attendance by councillors at meetings by audio-visual link

- 5.18 Councillors may attend and participate in meetings of the council and committees of the council by audio-visual link with the approval of the council or the relevant committee.

- 5.19 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the general manager prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.
- 5.20 Councillors may request approval to attend more than one meeting by audio-visual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.19.
- 5.21 The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.
- 5.22 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 5.23 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state:
- (a) the meetings the resolution applies to, and
  - (b) the reason why the councillor is being permitted to attend the meetings by audio-visual link where it is on grounds other than illness, disability, or caring responsibilities.
- 5.24 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.
- 5.25 A decision whether to approve a councillor's request to attend a meeting by audio-visual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link. However, the council and committees of the council are under no obligation to approve a councillor's request to attend a meeting by audio-visual link where the technical capacity does not exist to allow the councillor to attend the meeting by these means.
- 5.26 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.
- 5.27 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.
- 5.28 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.

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5.29 A councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

#### Entitlement of the public to attend council meetings

5.30 Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public.

**Note: Clause 5.30 reflects section 10(1) of the Act.**

5.31 Clause 5.30 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.

5.32 A person (whether a councillor or another person) is not entitled to be present at a meeting of the council or a committee of the council if expelled from the meeting:

- (a) by a resolution of the meeting, or
- (b) by the person presiding at the meeting if the council has, by resolution, authorised the person presiding to exercise the power of expulsion.

**Note: Clause 5.32 reflects section 10(2) of the Act.**

#### Webcasting of meetings

5.33 Each meeting of the council or a committee of the council is to be recorded by means of an audio or audio-visual device. All meetings of the council and committees of the council are to be webcast on the council's website.

Council's webcast will consist of an audio recording of the meeting and will be uploaded to Council's website as soon as practicable after the meeting.

Webcasting of council and committee meetings will be in place prior to 14 December 2019.

5.34 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:

- (a) the meeting is being recorded and made publicly available on the council's website, and
- (b) persons attending the meeting should refrain from making any defamatory statements.

5.35 The recording of a meeting is to be made publicly available on the council's website:

- (a) at the same time as the meeting takes place, or
- (b) as soon as practicable after the meeting.

5.36 The recording of a meeting is to be made publicly available the council's website for at least 12 months after the meeting.

5.37 Clause 5.35 and 5.36 does not apply to any parts of a meeting that have been closed to the public under section 10A of the Act.

**Note: Clauses 5.33 – 5.37 reflect section 236 of the Regulation.**

5.38 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*. At the start of each meeting the chairperson is to make a statement informing those in attendance that the meeting is being webcast and that those in attendance should refrain from making any defamatory statements.

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~~5.121 A recording of each meeting of the council and committee of the council is to be retained on the council's website for twelve months. Recordings of meetings may be disposed of in accordance with the State Records Act 1998.~~

#### Attendance of the general manager and other staff at meetings

~~5.3922~~ The general manager is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.

**Note: Clause 5.3922 reflects section 376(1) of the Act.**

~~5.4023~~ The general manager is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.

**Note: Clause 5.4023 reflects section 376(2) of the Act.**

~~5.4124~~ The general manager may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the general manager or the terms of employment of the general manager.

**Note: Clause 5.4124 reflects section 376(3) of the Act.**

~~5.4225~~ The attendance of other council staff at a meeting, (other than as members of the public) shall be with the approval of the general manager.

~~5.43 The general manager and other council staff may attend meetings of the council and committees of the council by audio-visual link. Attendance by council staff at meetings by audio-visual link (other than as members of the public) shall be with the approval of the general manager.~~

#### Further information for a Council Meeting

~~5.4426~~ A council may also choose to include an Acknowledgement of Country. Acknowledgement of Country is where people acknowledge and show respect for the Aboriginal Traditional Custodians of the land upon which the event is taking place. It is a sign of respect.

~~5.4527~~ Council will include an Acknowledgement of Country on special/formal occasions; at the September Council Meeting for the election of mayor and deputy mayor; and at other occasions at the discretion of the mayor.

~~5.4628~~ Sitting at a meeting table during a Council meeting will be as follows:

The mayor will occupy the central seat, facing other councillors and the gallery. To his immediate right will sit the ~~G~~general ~~M~~anager ~~and then the Director of Finance and Corporate Services~~. To the mayor's immediate left will sit the ~~D~~eputy ~~G~~eneral ~~M~~anager ~~Services and then the Deputy General Manager Infrastructure, Director of Engineering and Technical Services and then the Director of Environmental Services~~.

Councillors will sit in the 'horseshoe' arrangement of chairs at a seat determined by themselves at the first meeting following an election, and then remain in the same chair for the remainder of the term.

## **6 THE CHAIRPERSON**

### The chairperson at meetings

~~6.1~~ The mayor, or at the request of or in the absence of the mayor, the deputy mayor (~~if any~~) presides at meetings of the council.

**Note: Clause 6.1 reflects section 369(1) of the Act.**



- 6|2 If the mayor and the deputy mayor (if any) are absent, a councillor elected to chair the meeting by the councillors present presides at a meeting of the council.

**Note: Clause 6.2 reflects section 369(2) of the Act.**

Election of the chairperson in the absence of the mayor and deputy mayor

- 6.3 If no chairperson is present at a meeting of the council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.
- 6.4 The election of a chairperson must be conducted:
- by the general manager or, in their absence, an employee of the council designated by the general manager to conduct the election, or
  - by the person who called the meeting or a person acting on their behalf if neither the general manager nor a designated employee is present at the meeting, or if there is no general manager or designated employee.
- 6.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.
- 6.6 For the purposes of clause 6.5, the person conducting the election must:
- arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
  - then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.
- 6.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.
- 6.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

Chairperson to have precedence

- 6.9 When the chairperson rises or speaks during a meeting of the council:
- any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
  - every councillor present must be silent to enable the chairperson to be heard without interruption.

**7 MODES OF ADDRESS**

- 7.1 If the chairperson is the mayor, they are to be addressed as 'Mr Mayor' or 'Madam Mayor'.
- 7.2 Where the chairperson is not the mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson'.
- 7.3 A councillor is to be addressed as 'Councillor [surname]'.
- 7.4 A council officer is to be addressed by their official designation or as Mr/Ms [surname].

**8 ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS**

- 8|1 The general order of business at ordinary meetings of the Council, ~~other than ordinary meetings, will be shall be:~~

1. Opening Ordinary Meeting
2. Applications for leave of absence or attendance by audio visual link by councillors
3. Declarations of interest
4. Declarations for political donations
- 4.5. Mayoral Minute and Other Councillors Reports\*
2. Procedural Reports
3. Consideration of Mayoral Minute and Other Councillors Reports\*
- 4.6. Consideration of General Manager's Reports
  - a. Determination
  - b. Called Grouping of Report items
  - c. Called Notation items
- 5.7. Matters of Urgency
- 6.8. Resolve into Committee of the Whole
- 7.9. Consideration of Closed Items
- 8.10. Resumption of Open Meeting
- 9.11. Adoption of Closed Committee of the Whole Report

\* - Councillors reports should be written/typed and submitted to the minute taker for inclusion in the minutes.

- 8.2 The order of business as fixed under clause 8.1 may be altered for a particular meeting of the council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.
- 8.3 Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 8.2 may speak to the motion before it is put.

## 9 CONSIDERATION OF BUSINESS AT COUNCIL MEETINGS

### Business that can be dealt with at a council meeting

- 9.1 The council must not consider business at a meeting of the council:
  - (a) unless a councillor has given notice of the business, as required by clause 3.9, and
  - (b) unless notice of the business has been sent to the councillors in accordance with clause 3.6 in the case of an ordinary meeting or clause 3.8 in the case of an extraordinary meeting called in an emergency.
- 9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:
  - (a) is already before, or directly relates to, a matter that is already before the council, or
  - (b) is the election of a chairperson to preside at the meeting, or
  - (c) subject to clause 9.9, is a matter or topic put to the meeting by way of a mayoral minute, or
  - (d) is a motion for the adoption of recommendations of a committee, including, but not limited to, a committee of the council.
- 9.3 Despite clause 9.1, business may be considered at a meeting of the council even though due notice of the business has not been given to the councillors if:

- (a) a motion is passed to have the business considered at the meeting, and
- (b) the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.

- 9.4 A motion moved under clause 9.3(a) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 9.3(a) can speak to the motion before it is put.
- 9.5 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.3(b).

#### Mayoral minutes

- 9.6 Subject to clause 9.9, if the mayor is the chairperson at a meeting of the council, the mayor may, by minute signed by the mayor, put to the meeting without notice any matter or topic that is within the jurisdiction of the council, or of which the council has official knowledge.
- 9.7 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The chairperson (but only if the chairperson is the mayor) may move the adoption of a mayoral minute without the motion being seconded.
- 9.8 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.
- 9.9 A mayoral minute must not be used to put without notice matters that are routine and not urgent, or matters for which proper notice should be given because of their complexity. For the purpose of this clause, a matter will be urgent where it requires a decision by the council before the next scheduled ordinary meeting of the council.
- 9.10 Where a mayoral minute makes a recommendation which, if adopted, would require the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan, it must identify the source of funding for the expenditure that is the subject of the recommendation. If the mayoral minute does not identify a funding source, the council must defer consideration of the matter, pending a report from the general manager on the availability of funds for implementing the recommendation if adopted.

#### Staff reports

- 9.11 A recommendation made in a staff report is, so far as it is adopted by the council, a resolution of the council.

#### Reports of committees of council

- 9.12 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.
- 9.13 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

#### Questions

- 9.14 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.9 and 3.13.
- 9.15 A councillor may, through the chairperson, put a question to another councillor about a matter on the agenda.

- 9.16 A councillor may, through the general manager, put a question to a council employee about a matter on the agenda. Council employees are only obliged to answer a question put to them through the general manager at the direction of the general manager.
- 9.17 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to documents<sup>information</sup>. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.
- 9.18 Councillors must put questions directly, succinctly, respectfully and without argument.
- 9.19 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

## 10 RULES OF DEBATE

### Motions to be seconded

- 10.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

### Notices of motion

- 10.2 A councillor who has submitted a notice of motion under clause 3.9 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.
- 10.3 If a councillor who has submitted a notice of motion under clause 3.9 wishes to withdraw it after the agenda and business paper for the meeting at which it is to be considered have been sent to councillors, the councillor may request the withdrawal of the motion when it is before the council.
- 10.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:
- (a) any other councillor may, with the leave of the chairperson, move the motion at the meeting, or
  - (b) the chairperson may defer consideration of the motion until the next meeting of the council.

### Chairperson's duties with respect to motions

- 10.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting.
- 10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.
- 10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.
- 10.8 Any motion, amendment, or other matter that the chairperson has ruled out of order is taken to have been lost.

### Motions requiring the expenditure of funds

- 10.9 A motion or an amendment to a motion which if passed would require the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the motion. If the motion does not identify a funding source, the council must defer consideration of the matter,

pending a report from the general manager on the availability of funds for implementing the motion if adopted.

#### Amendments to motions

- 10.10 An amendment to a motion must be moved and seconded before it can be debated.
- 10.11 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.
- 10.12 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.
- 10.13 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.
- 10.14 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.
- 10.15 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.
- 10.16 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

#### Foreshadowed motions

- 10.17 A councillor may propose a foreshadowed motion in relation to the matter the subject of the original motion before the council, without a seconder during debate on the original motion. The foreshadowed motion is only to be considered if the original motion is lost or withdrawn and the foreshadowed motion is then moved and seconded. If the original motion is carried, the foreshadowed motion lapses.
- 10.18 Where an amendment has been moved and seconded, a councillor may, without a seconder, foreshadow a further amendment that they propose to move after the first amendment has been dealt with. There is no limit to the number of foreshadowed amendments that may be put before the council at any time. However, no discussion can take place on foreshadowed amendments until the previous amendment has been dealt with and the foreshadowed amendment has been moved and seconded.
- 10.19 Foreshadowed motions and foreshadowed amendments are to be considered in the order in which they are proposed. However, foreshadowed motions cannot be considered until all foreshadowed amendments have been dealt with.

#### Limitations on the number and duration of speeches

- 10.20 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.
- 10.21 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.

- 10.22 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.
- 10.23 Despite clause 10.22, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.
- 10.24 Despite clause 10.22, the council may resolve to shorten the duration of speeches to expedite the consideration of business at a meeting.
- 10.25 Despite clauses 10.20 and 10.21, a councillor may move that a motion or an amendment be now put:
- if the mover of the motion or amendment has spoken in favour of it and no councillor expresses an intention to speak against it, or
  - if at least two (2) councillors have spoken in favour of the motion or amendment and at least two (2) councillors have spoken against it.
- 10.26 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.25. A seconder is not required for such a motion.
- 10.27 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.20.
- 10.28 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.
- 10.29 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.
- 10.30 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.

## 11 VOTING

### Voting entitlements of councillors

- 11.1 Each councillor is entitled to one (1) vote.

**Note: Clause 11.1 reflects section 370(1) of the Act.**

- 11.2 The person presiding at a meeting of the council has, in the event of an equality of votes, a second or casting vote.

**Note: Clause 11.2 reflects section 370(2) of the Act.**

- 11.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

### Voting at council meetings

- 11.4 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.
- 11.5 If a councillor who has voted against a motion put at a council meeting so requests, the general manager must ensure that the councillor's dissenting vote is recorded in the council's minutes.
- 11.6 The decision of the chairperson as to the result of a vote is final; unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.



- 11.7 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The general manager must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.
- 11.8 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.
- 11.9 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.

#### Voting on planning decisions

- 11.10 The general manager must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- 11.11 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.
- 11.12 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.
- 11.13 Clauses 11.10–11.12 apply also to meetings that are closed to the public.

**Note: Clauses 11.10–11.13 reflect section 375A of the Act.**

**Note: The requirements of clause 11.10 may be satisfied by maintaining a register of the minutes of each planning decision.**

## **12 COMMITTEE OF THE WHOLE**

- 12.1 The council may resolve itself into a committee to consider any matter before the council.

**Note: Clause 12.1 reflects section 373 of the Act.**

- 12.2 All the provisions of this code relating to meetings of the council, so far as they are applicable, extend to and govern the proceedings of the council when in committee of the whole, except the provisions limiting the number and duration of speeches.

**Note: Clauses 10.20–10.30 limit the number and duration of speeches.**

- 12.3 The general manager or, in the absence of the general manager, an employee of the council designated by the general manager, is responsible for reporting to the council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.
- 12.4 The council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the council's minutes. However, the council is not taken to have adopted the report until a motion for adoption has been made and passed.

## **13 GROUPING OF REPORT ADOPTION**

- 13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution.

- 13.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.
- 13.3 The council or committee must not resolve to adopt any item of business under clause 13.1 that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.
- 13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.23.
- 13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.
- 13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.
- 13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1 in accordance with the requirements of the council's code of conduct.

#### 14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

##### Grounds on which meetings can be closed to the public

- 14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:
- (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 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 ground of legal professional privilege,
  - (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
  - (i) alleged contraventions of the council's code of conduct.

**Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.**

- 14.2 The council or a committee of the council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

**Note: Clause 14.2 reflects section 10A(3) of the Act.**

Matters to be considered when closing meetings to the public

14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:

- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

**Note: Clause 14.3 reflects section 10B(1) of the Act.**

14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:

- (a) are substantial issues relating to a matter in which the council or committee is involved, and
- (b) are clearly identified in the advice, and
- (c) are fully discussed in that advice.

**Note: Clause 14.4 reflects section 10B(2) of the Act.**

14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

**Note: Clause 14.5 reflects section 10B(3) of the Act.**

14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:

- (a) a person may misinterpret or misunderstand the discussion, or
- (b) the discussion of the matter may:
  - (i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
  - (ii) cause a loss of confidence in the council or committee.

**Note: Clause 14.6 reflects section 10B(4) of the Act.**

14.7 In deciding whether part of a meeting is to be closed to the public, the council or committee concerned must consider any relevant guidelines issued by the [Departmental](#) Chief Executive of the Office of Local Government.

**Note: Clause 14.7 reflects section 10B(5) of the Act.**

Notice of likelihood of closure not required in urgent cases

14.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed, but only if:

- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and

- (b) the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:

- (i) should not be deferred (because of the urgency of the matter), and
- (ii) should take place in a part of the meeting that is closed to the public.

**Note: Clause 14.8 reflects section 10C of the Act.**

Representations by members of the public

- 14.9 The council, or a committee of the council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

**Note: Clause 14.9 reflects section 10A(4) of the Act.**

- 14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.
- 14.11 Where the matter has been identified in the agenda of the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in the approved form. Applications must be received by **12 noon** the day before the meeting at which the matter is to be considered.
- 14.12 The general manager (or their delegate) may refuse an application made under clause 14.11. The general manager or their delegate must give reasons in writing for a decision to refuse an application.
- 14.13 No more than **two** speakers (one for and one against) are to be permitted to make representations under clause 14.9.
- 14.14 If more than the permitted number of speakers apply to make representations under clause 14.9, the general manager or their delegate may request the speakers to nominate from among themselves the persons who are to make representations to the council. If the speakers are not able to agree on whom to nominate to make representations under clause 14.9, the general manager or their delegate is to determine who will make representations to the council.
- 14.15 The general manager (or their delegate) is to determine the order of speakers.
- 14.16 Where the council or a committee of the council proposes to close a meeting or part of a meeting to the public in circumstances where the matter has not been identified in the agenda for the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed to the public, the chairperson is to invite representations from the public under clause 14.9 after the motion to close the part of the meeting is moved and seconded. The chairperson is to permit no more than **two** speakers (one for and one against) to make representations in such order as determined by the chairperson.
- 14.17 Each speaker will be allowed **five** minutes to make representations, and this time limit is to be strictly enforced by the chairperson. Speakers must confine their representations to whether the meeting should be closed to the public. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

Expulsion of non-councillors from meetings closed to the public

- 14.18 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who

fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.

- 14.19 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

Obligations of councillors attending meetings by audio-visual link

- 14.20 Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

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Information to be disclosed in resolutions closing meetings to the public

- 14.210 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:

- (a) the relevant provision of section 10A(2) of the Act,
- (b) the matter that is to be discussed during the closed part of the meeting,
- (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**Note: Clause 14.210 reflects section 10D of the Act.**

Resolutions passed at closed meetings to be made public

- 14.224 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.
- 14.232 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 14.224 during a part of the meeting that is webcast.
- 14.243 For the purpose of 14.22, at the conclusion of business in Closed Council, Council must resolve that the meeting be open to the public.

What does a motion to close a meeting look like?

- 14.254 Council is required to state the grounds for closing the meeting and the reasons why it is not in the public interest to discuss the matter in an open meeting (s.10D of the Act). A motion will be worded:

"THAT Council now hereby resolve into Closed Committee of the Whole for the purpose of discussing matters of a confidential nature relating to personnel of industrial matters, personal finances and matters the publicity of which Council considers would be prejudicial to the Council or the or the individuals concerned and that the press and public be excluded from the meeting in accordance with the conditions of Council's Confidentiality Policy AND FURTHER, that as reports to the Closed Committee of the Whole are likely to be confidential and their release prejudicial to the public interest

and the provisions of Council's Confidentiality Policy, that copies of these reports not be made available to the press and public."

## 15 KEEPING ORDER AT MEETINGS

### Points of order

- 15.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.
- 15.2 A point of order cannot be made with respect to adherence to the principles contained in clause 2.1.
- 15.3 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

### Questions of order

- 15.4 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.
- 15.5 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.
- 15.6 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.
- 15.7 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

### Motions of dissent

- 15.8 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.
- 15.9 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.
- 15.10 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

### Acts of disorder

- 15.11 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:
  - (a) contravenes the Act, ~~or any the r~~Regulation ~~in force under the Act~~ or this code, or
  - (b) assaults or threatens to assault another councillor or person present at the meeting, or
  - (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the council or the committee, or addresses or attempts to address the council or the committee on such a motion, amendment or matter, or



- (d) insults, ~~or makes personal reflections unfavourable personal remarks about, on~~ or imputes improper motives to any other council official, or alleges a breach of the council's code of conduct, or
- (e) says or does anything that is inconsistent with maintaining order at the meeting or is likely to bring the council or the committee into disrepute.

**Note: Clause 15.11 reflects section 182 of the Regulation.**

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15.12 The chairperson may require a councillor:

- (a) to apologise without reservation for an act of disorder referred to in clauses 15.11(a), ~~or (b), or (e),~~ or
- (b) to withdraw a motion or an amendment referred to in clause 15.11(c) and, where appropriate, to apologise without reservation, or
- (c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.11(d) and (e).

**Note: Clause 15.12 reflects section 233 of the Regulation.**

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#### How disorder at a meeting may be dealt with

15.13 If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.

#### Expulsion from meetings

15.14 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act.

15.15 Clause 15.14 does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2)(a) of the Act.

15.16 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.12. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

**Note: Clause 15.16 reflects section 233(2) of the Regulation.**

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15.17 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for engaging in or having engaged in disorderly conduct at the meeting.

15.18 Where a councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.

15.19 If a councillor or a member of the public fails to leave the place where a meeting of the council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the councillor or member of the public from that place and, if necessary, restrain the councillor or member of the public from re-entering that place for the remainder of the meeting.

How disorder by councillors attending meetings by audio-visual link may be dealt with

15.20 Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio-link to the meeting for the purposes of enforcing compliance with this code.

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15.21 If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

15.22 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.

15.23 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.

15.24 Without limiting clause 15.17, a contravention of clause 15.23 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.17. Any person who contravenes or attempts to contravene clause 15.23 may be expelled from the meeting as provided for under section 10(2) of the Act.

15.25 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

## 16 CONFLICTS OF INTEREST

16.1 All councillors and, where applicable, all other persons, must declare and manage any conflicts of interest they may have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest and how the conflict of interest was managed by the person who made the declaration must be recorded in the minutes of the meeting at which the declaration was made.

16.2 Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

## 17 DECISIONS OF THE COUNCIL

### Council decisions

17.1 A decision supported by a majority of the votes at a meeting of the council at which a quorum is present is a decision of the council.

**Note: Clause 17.1 reflects section 371 of the Act.**

17.2 Decisions made by the council must be accurately recorded in the minutes of the meeting at which the decision is made.

Rescinding or altering council decisions

- 17.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given under clause 3.9.

**Note: Clause 17.3 reflects section 372(1) of the Act.**

- 17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

**Note: Clause 17.4 reflects section 372(2) of the Act.**

- 17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with clause 3.9.

**Note: Clause 17.5 reflects section 372(3) of the Act.**

- 17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

**Note: Clause 17.6 reflects section 372(4) of the Act.**

- 17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

**Note: Clause 17.7 reflects section 372(5) of the Act.**

- 17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

**Note: Clause 17.8 reflects section 372(7) of the Act.**

- 17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.10 with the consent of all signatories to the notice of motion.

- 17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than **one month** after the meeting at which the resolution was adopted.

- 17.11 A motion to alter or rescind a resolution of the council may be moved on the report of a committee of the council and any such report must be recorded in the minutes of the meeting of the council.

**Note: Clause 17.11 reflects section 372(6) of the Act.**

- 17.12 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the council may be moved at the same meeting at which the resolution was adopted, where:

- (a) a notice of motion signed by three councillors is submitted to the chairperson, and
- (b) a motion to have the motion considered at the meeting is passed, and
- (c) the chairperson rules the business that is the subject of the motion is of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council

- 17.13 A motion moved under clause 17.12(b) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.12(b) can speak to the motion before it is put.

- 17.14 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.12(c).

Recommitting resolutions to correct an error

17.15 Despite the provisions of this Part, a councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:

(a)

to correct any error, ambiguity or imprecision in the council's resolution, or

(b)

to confirm the voting on the resolution.+

17.16 In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.15(a), the councillor is to propose alternative wording for the resolution.

17.17 The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.15(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.

17.18 A motion moved under clause 17.15 can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.15 can speak to the motion before it is put.

17.19 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.15.

17.20 A motion moved under clause 17.15 with the leave of the chairperson cannot be voted on unless or until it has been seconded.

18 TIME LIMITS ON COUNCIL MEETINGS

18.1 Meetings of the council and committees of the council are to conclude no later than 6pm.

18.2 If the business of the meeting is unfinished at 6pm, the council or the committee may, by resolution, extend the time of the meeting.

18.3 If the business of the meeting is unfinished at 6pm, and the council does not resolve to extend the meeting, the chairperson must either:

(a) defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or

(b) adjourn the meeting to a time, date and place fixed by the chairperson.

18.4 Clause 18.3 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix a date, time and place that the meeting is to be adjourned to.

18.5 Where a meeting is adjourned under clause 18.3 or 18.4, the general manager must:

(a) individually notify each councillor of the time, date and place at which the meeting will reconvene, and

(b) publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the general manager is satisfied is likely to bring notice of the

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time, date and place of the reconvened meeting to the attention of as many people as possible.

#### **4819 AFTER THE MEETING**

##### Minutes of meetings

**4819.1** The council is to keep full and accurate minutes of the proceedings of meetings of the council. Council uses a format to record resolutions of council/committees of: MOTION (Mover/Seconder) or RECOMMENDATION (Mover/Seconder) for committees.

**Note: Clause 4819.1 reflects section 375(1) of the Act.**

**4819.2** At a minimum, the general manager must ensure that the following matters are recorded in the council's minutes:

- (a) the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,
- (b) details of each motion moved at a council meeting and of any amendments moved to it,
- (c) the names of the mover and seconder of the motion or amendment,
- (d) whether the motion or amendment was passed or lost, and
- (e) such other matters specifically required under this code.

**4819.3** The minutes of a council meeting must be confirmed at a subsequent meeting of the council.

**Note: Clause 4819.3 reflects section 375(2) of the Act.**

**4819.4** Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

**4819.5** When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

**Note: Clause 4819.5 reflects section 375(2) of the Act.**

**4819.6** The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

**4819.7** The confirmed minutes of a council meeting must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

##### Access to correspondence and reports laid on the table at, or submitted to, a meeting

**4819.8** The council and committees of the council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

**Note: Clause 4819.8 reflects section 11(1) of the Act.**

**4819.9** Clause 4819.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

**Note: Clause 4819.9 reflects section 11(2) of the Act.**

~~4819~~.10 Clause ~~4819~~.8 does not apply if the council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

**Note: Clause ~~4819~~.10 reflects section 11(3) of the Act.**

~~4819~~.11 Correspondence or reports to which clauses ~~4819~~.9 and ~~4819~~.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

#### Implementation of decisions of the council

18.12 The general manager is to implement, without undue delay, lawful decisions of the council.

**Note: Clause ~~4819~~.12 reflects section 335(b) of the Act.**

### ~~4920~~ COUNCIL COMMITTEES

#### Application of this Part

~~4920~~.1 This Part only applies to committees of the council whose members are all councillors.

#### Council committees whose members are all councillors

~~4920~~.2 The council may, by resolution, establish such committees as it considers necessary.

~~4920~~.3 A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.

~~4920~~.4 The quorum for a meeting of a committee of the council is to be:

- (a) such number of members as the council decides, or
- (b) if the council has not decided a number – a majority of the members of the committee.

#### Functions of committees

~~4920~~.5 The council must specify the functions of each of its committees when the committee is established, but may from time to time amend those functions.

#### Notice of committee meetings

~~4920~~.6 The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

- (a) the time, date and place of the meeting, and
- (b) the business proposed to be considered at the meeting.

~~4920~~.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

#### Attendance at committee meetings

~~4920~~.8 A committee member (other than the mayor) ceases to be a member of a committee if the committee member:

- (a) has been absent from three (3) consecutive meetings of the committee without having given reasons acceptable to the committee for the member's absences, or
- (b) has been absent from at least half of the meetings of the committee held during the immediately preceding year without having given to the committee acceptable reasons for the member's absences.



~~4920~~.9 Clause ~~4920~~.8 does not apply if all of the members of the council are members of the committee.

#### Non-members entitled to attend committee meetings

~~4920~~.10 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:

- (a) to give notice of business for inclusion in the agenda for the meeting, or
- (b) to move or second a motion at the meeting, or
- (c) to vote at the meeting.

#### Chairperson and deputy chairperson of council committees

~~4920~~.11 The chairperson of each committee of the council must be:

- (a) the mayor, or
- (b) if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
- (c) if the council does not elect such a member, a member of the committee elected by the committee.

~~4920~~.12 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.

~~4920~~.13 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.

~~4920~~.14 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting, but if neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

#### Procedure in committee meetings

~~4920~~.15 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council unless the council or the committee determines otherwise in accordance with this clause.

~~4920~~.16 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause ~~4920~~.15.

~~4920~~.17 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

#### Closure of committee meetings to the public

~~4920~~.18 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.

~~4920~~.19 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or

recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.

~~49.20~~ 20 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause ~~49.20~~ 19 during a part of the meeting that is webcast.

#### Disorder in committee meetings

~~49.20~~ 21 The provisions of the Act and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way as they apply to meetings of the council.

#### Minutes of council committee meetings

~~49.20~~ 22 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:

- (a) ~~the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,~~
- (ba) details of each motion moved at a meeting and of any amendments moved to it,
- (cb) the names of the mover and seconder of the motion or amendment,
- (dc) whether the motion or amendment was passed or lost, and
- (ed) such other matters specifically required under this code.

~~49.20~~ 23 All voting at meetings of committees of the council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

~~49.20~~ 24 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.

~~49.20~~ 25 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

~~49.20~~ 26 When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.

~~49.20~~ 27 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

~~49.20~~ 28 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

#### Standing Committees

~~49.29~~ Council may appoint standing committees which are reviewed annually at the beginning of each council term (September council meeting).

~~49.30~~ At the review during the 2014 September meeting, Council resolved to not appoint any standing committees.

~~19.31 Additionally, council resolved to abolish the Land Development Sub-committee, Local Government Week Committee, Four-Town Sewerage Committee and Quarry Review Committee which met as and when required.~~

~~19.32 The Australia Day Awards Committee will continue to meet as and when required.~~

~~19.33 The quorum for any standing committee meeting should be equal to a majority of committee members, i.e. half plus one.~~

~~19.34 If a standing committee is given an approval for a function, process or application, any member of that committee can request that the matter be referred to full council for determination.~~

## **2021 IRREGULARITIES**

~~210.1~~ Proceedings at a meeting of a council or a council committee are not invalidated because of:

- (a) a vacancy in a civic office, or
- (b) a failure to give notice of the meeting to any councillor or committee member, or
- (c) any defect in the election or appointment of a councillor or committee member, or
- (d) a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance with the council's code of conduct, or
- (e) a failure to comply with this code.

**Note:** Clause **2021.1** reflects section 374 of the Act.

## **2122 DEFINITIONS**

the Act	means the <i>Local Government Act 1993</i>
act of disorder	means an act of disorder as defined in clause 15.11 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	in relation to a meeting of the council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 19.11 of this code
this code	means the council's adopted code of meeting practice
committee of the council	means a committee established by the council in accordance with clause 19.2 of this code (being a committee consisting only of councillors) or the council

	when it has resolved itself into committee of the whole under clause 12.1
council official	has the same meaning it has in the Model Code of Conduct for Local Councils in NSW
day	means calendar day
division	means a request by two councillors under clause 11.7 of this code requiring the recording of the names of the councillors who voted both for and against a motion
foreshadowed amendment	means a proposed amendment foreshadowed by a councillor under clause 10.18 of this code during debate on the first amendment
foreshadowed motion	means a motion foreshadowed by a councillor under clause 10.17 of this code during debate on an original motion
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	means a decision made in the exercise of a function of a council under the <i>Environmental Planning and Assessment Act 1979</i> including any decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	means an order issued under section 438A of the Act
quorum	means the minimum number of councillors or committee members necessary to conduct a meeting
the Regulation	means the <i>Local Government (General) Regulation 2005</i>
webcast	a video or audio broadcast of a meeting transmitted across the internet either concurrently with the meeting or at a later time
year	means the period beginning 1 July and ending the following 30 June

### Responsibilities

**General Manager:** responsible for the overall control and implementation of the policy.

**Deputy General Managers & Department Leaders:** responsible for the control of the policy and procedures within their area of responsibility.

**Employees:** responsible for adhering to the policy when report writing.

**Councillors:** responsible to adhere to the policy where relevant.

### Definitions

**Matter of Urgency** - Any matter which requires a decision prior to the next meeting or a matter which has arisen which needs to be brought to council's attention without delay such as natural disasters, states of emergency, or urgent deadlines that must be met.

**Emergency** – Includes but is not limited to things such as natural disasters, states of emergency, or urgent deadlines that must be met.

**GIPA Act** – The Government Information (Public Access) Act 2009

**PPIPA** - The Privacy and Personal Information Protection Act 1998

**OLG** – Office of Local Government

### References

The Government Information (Public Access) Act 2009

The Privacy and Personal Information Protection Act 1998

Access to Council Information Policy – located in council's policy database

Code of Conduct – located in council's policy database

Request to the Mayor to hold an Extraordinary meeting of Cabonne Council Form - located in Magiq (Doc ID 200525)

Mobile Phone Policy - located in council's policy database

Public Address Application Form – located in Magiq (Doc ID 901609)

Attendance by Councillors at Meetings by Audio-Visual Link Procedure – located in Magiq (Doc ID 1253715)

### History

Minute No.	Summary of Changes	New Version Date
17/10/94	Previous version originally adopted by Council	October 1994
	Draft prepared based on DLG Practice Note 16 for initial consideration by Council and public exhibition inviting submissions before adopting it (s.361 and s.362 of the Act)	December 2009
09/12/06	Provision for Acknowledgement of Country added at 2.1.1 in accord with December Council resolution.	22 December 2009
10/02/20	Adopted by Council	15 February 2010

10/04/39	Additional note added to Mayoral Minute section (2.7) requiring same to be distributed to all Councillors prior to further consideration.	19 April 2010
10/05/10	Additional Note added (1.4.7) undertaking a six (6) month trial during which the deadline for all tabled documents will be 5pm on the Friday preceding the monthly meetings and these late documents shall be emailed to all councillors and relevant staff by this time.	17 May 2010
10/06/10	Additional clarification added at 2.5 Questions at Council Meetings re adoption of "Questions for Next Meeting".	21 June 2010
10/08/13	Added definition of "Matter of Urgency"	23 August 2010
10/09/09	Removed reference to "Council has delegated (Delegation G2 refers) the Mayor, (or Deputy Mayor in the Mayor's absence) to call an Extraordinary Meeting where circumstances are such that a Council decision is required on a matter prior to the next Ordinary meeting." at 1.1.2. Delegation was not renewed at September 2010 Council meeting (calling of Extraordinary meetings can not be delegated).	20 September 2010
10/12/15	Council resolved to continue with the policy that the deadline for all tabled documents be 5pm on Friday preceding the monthly meetings, and these late documents be emailed to all Councillors and relevant staff by this time.	20 December 2010
11/02/16	Updated with a reference to the prescribed Form to be used to request the calling of an Extraordinary meeting.	21 February 2011
11/12/25	November 2011 – reviewed to remove narrative content and make statements affirmative. Non Use of Mobile phones and internet access during meetings added.	19 December 2011
12/06/14	Reference to trial of Committee meetings starting at 5.00pm removed from 1.3.1. "Councillor Fees (Meeting Fees) Policy" 08/02/15 re payment for councillors not attending meeting limited to 3 months added at 4.1.2.	Reviewed June 2012 (Doc ID 304010 refers)



12/12/09	Amended reference to Council meeting times to indicate process by which times are set rather than stating meeting times. (1.1.1 and 1.3.1)	17 December 2012
13/06/21	A sentence has been added at 15.2.4 to the effect that "The Council Seal shall be kept and safeguarded by the General Manager." to have a record of Council's determination.	25 June 2013
13/09/30	Readopted as per s165(4)	17 September 2013
15/02/06	Amendments made at 9.1.2 relating to Council's standing committees ceasing to meet and abolishing most committees that meet as and when required. Reference to DLG updated OLG. Reference to the Environmental Services Committee being delegated to resolve approvals also removed.	24 February 2015
n/a	Administration amendment (not substantial) re 2.1.2 - sitting arrangement by general manager and directors and 2.14 - addition of a petition form	24 March 2015
18/05/20	Changes made to Public Address and Questions. Readopted as per s165(4)	22 May 2018
19/05/13	Changes made to reflect new Model Code of Meeting Practice. Clause 5.18 updated to include "Webcasting of council and committee meetings will be in place prior to 14 December 2019."	28 May 2019
21/05/2014	Changes made to reflect amendments to the Model Code of Meeting Practice for Local Councils in NSW (Model Meeting Code) allowing councillors to attend meetings remotely using audio-visual links	25 May 2021
Draft	Policy Updated to reflect amendments changes to the organisational structure and position titles the model code of meeting practice, implementation of committees of council, and changes to council's organisational structure.	To be confirmed
	Attendance by Councillors at Meetings by Audio-Visual Link Procedure has been superseded by update to this policy.	

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# Community Assistance Program (CAP) Guidelines and Application Form



Submission date: 19 September 2022, 12:39PM

Receipt number: 41

Related form version: 15

## STATEMENT OF UNDERSTANDING

I have read and understood the Community  
Assistance Program guidelines

## APPLICANT DETAILS

Name of Organisation: Orange Community Broadcasters Ltd. (OCW - FM107.5)

Postal Address: PO Box 1031, Orange, NSW 2800

Contact Person: Amanda Spalding

Position Held: Chairman and Treasurer

Phone: 0417288246

Email Address: orangecommunitybroadcasters@gmail.com

Incorporation Number: 652572739

Organisation ABN: 16387554344

Is your organisation GST registered? YES

## ELIGIBILITY CRITERIA

Are you a not for profit organisation?	YES
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Do you reside in the Cabonne LGA?	YES
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## PROJECT DETAILS

Project Title:	Antenna and Transmitter Relocation to the BAI Site on Mount Canobolas
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Project Location:	Mount Canobolas
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Project Description (50 words or less):	2OCW has a community broadcasting licence for Cabonne, Blayney and Orange. The Vertel site on Mount Canobolas where we broadcast from is closing and we have been given notice to quit. We need to relocate to the BAI site. We also seek a contribution to our Public Liability Insurance.2OCW has a community broadcasting licence for Cabonne, Blayney and Orange. The Vertel site on Mount Canobolas where we broadcast from is closing and we have been given notice to quit. We need to relocate to the BAI site. We also seek a contribution to our Public Liability Insurance.
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Project Outcomes (200 words or less)

2OCW - FM107.5 has had a full community broadcasting license for Cabonne, Orange and Blayney since 1998 and can be heard in Oberon, Lithgow, Bathurst, Cowra, Wellington, Parkes and Forbes. The project to move the equipment is expected to cost in excess of \$80,000. We have applied for a \$65,000 grant from the Community Broadcasting Foundation and expect approval in late November to undertake the project in December 2022. We need to find funding for the gap. If we do not receive the CBF grant we will cease to operate. Success will be measured by the tests undertaken in January 2023 to check where 2OCW can be heard and community engagement. 25,000 people in the Orange/Bathurst region listen to community radio each week. We have replaced the outside broadcast equipment that was stolen and will host Outside Broadcasts of live music, community and sporting events and undertake community engagement. We have received approval for a grant of \$591 from Blayney Shire Council to cover 1/3 of our public liability insurance subject to an equal contribution being approved by Cabonne and Orange Councils. The next round of Orange City Council grants closes in February 2023 and decisions will follow.

What organisations (if any) are partners in the project?  
Please detail their input.

Community Broadcasting Foundation (\$65,000 grant applied for); Newcrest Cadia Community Partnership Program (grant being sought); Blayney Shire Council (\$591); Orange City Council (grant being sought).

## APPROVALS

Is a Council Development or Building Approval required for the proposed development? **NO**

If yes, has a Development or Building Application been approved? **NO**

If no, what is the current state of the application?

What is the likely commencement date of the project if funding is approved? **1 December 2022**

When will the project be completed? **6th January 2023**

## BUDGET

Expense 1 **Site preparation and antenna installation \$64,516**

Expense 2 **Communication Data/Audio Link \$5,130**

Expense 3 **Project management \$9,075**

Expense 4 **Public Liability Insurance \$1,773**

Expense 5

Expense 6

**TOTAL EXPENDITURE \$80,494**

Income 1 **Community Broadcasting Foundation \$65,000**

Income 2 **Blayney Shire Council \$591**

Income 3 **Cadia Newcrest CPP Grant sought \$8,591**

Income 4 **Orange City Council \$591**

Income 5

CAP Funding Request **\$5,721**

**TOTAL INCOME \$80,494**

Total income MUST equal total expenditure

## ONGOING COSTS

Year 1 - Costs: **10000**

Year 1 - Organisation responsible: **Orange Community Broadcasters**

Year 2 - Costs: **10000**

Year 2- Organisation responsible:	Orange Community Broadcasters
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Year 3 - Costs:	10000
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Year 3 - Organisation responsible:	Orange Community Broadcasters
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Year 4 - Costs:	10000
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Year 4 - Organisation responsible:	Orange Community Broadcasters
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Year 5 - Costs:	10000
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Year 5 - Organisation responsible:	Orange Community Broadcasters
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## LAND OWNERSHIP

Please select from the list below

Crown Land - Trustee:

## SUPPORTING DOCUMENTATION

Please tick the appropriate boxes and upload your documents below.

Quotations or estimates for proposed works  
 Evidence of funds available for contribution (bank statements, loan details etc)  
 Evidence of community support (e.g. letters of support from other groups or organisations)

[2OCW Project Plan to Move Transmission to BAI Site Mount Canobolas.pdf](#)

[Quote 1 BAI Co-location Orange 107.5 FM.pdf](#)

[Quote 2 ZCG Sales quotation\\_21639.pdf](#)

[Quote 3 MATV Barix Quote.pdf](#)

[Quote 4 Complete Constructions.pdf](#)

[RFI Quote EST0059988.png](#)

[Quote 6 Alford Communications Engineering Services.pdf](#)

[OCB Ltd Audited Accounts year tp 30 June 2022.pdf](#)

[FM107.5 Community Broadcasters Annual Report 2021-2.pdf](#)



## DECLARATION

ELECTRONIC SIGNATURE AGREEMENT - By **I ACCEPT**  
selecting the "I Accept" button, you are signing this Agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By selecting "I Accept" you consent to be legally bound by this Agreement's terms and conditions.

Executive Position in Organisation: **Chairman and Treasurer**

Date: **19/09/2022**

**Kiara Wilson**

**From:** Amanda Spalding <orangecommunitybroadcasters@gmail.com>  
**Sent:** Wednesday, 2 November 2022 12:22 PM  
**To:** Rebecca Johnson  
**Cc:** Darrell FM107.5  
**Subject:** Re: Cabonne Community Assistance Program Application  
**Attachments:** Public Liability Insurance.pdf; Blayney 21-22 Round 2 – Community Financial Assistance Program Orange Community Broadcasters.pdf

**CAUTION:** This email originated from an external source. Do not click links or open attachments unless you recognise the sender and know the content is safe.

- Hi Rebecca,

Thank you for your questions. I have responded below. If you would like us to come to a meeting to answer any questions we would be more than happy to do so.

- Could you please outline your current listenership across the Cabonne LGA? We note that in your application you referred to the number of listeners in the Orange/Bathurst region, but nothing specific to the Cabonne LGA.
- **The information about listenership is provided by the Community Broadcasting Association of Australia (CBAA) and it is not possible to analyse it any further than the 'Orange/Bathurst region'. We often give away signed books from authors that we interview and these are frequently claimed by listeners in Cabonne.**
- **Orange 360 is one of our supporters and we promote events throughout Cabonne that are promoted by Orange 360 like the Orange Wine Festival.**
- **We have been covering the issue of Orange City Council's proposed mountain bike trails and have interviewed several people on this topic including the ECCO organisation and Dr. Andrew Rawson. We have attended a meeting of the Gaanha Bula Action Group so that we understand the issues and can comment responsibly.**
- **We interview local musicians and play their music including Robbie Mortimer, James Keith and Nerida Cuddy.**
- **We promote events publicise by Arts OutWest throughout the Central West and can be heard beyond our licence area of Blayney, Cabonne and Orange.**
- **We have members and presenters who live in the Cabonne LGA.**
- **We used to receive regular emails from Cabonne Council to promote on air but for some reason we don't seem to be on the Council's radar at the moment and would love to be on Council's media list to receive emails. We receive daily news from Orange City Council and monthly newsletters and media releases from Blayney Shire Council and would love to reinstate this service with Cabonne Council.**
- As this is a Cabonne Community Assistance Program, what support and involvement you currently have with Cabonne communities?

**We receive media releases from many community organisations within Cabonne and promote their events on air, including the Molong Markets, Eugowra Show, the Molong Working Dog Trials, Australian National Field Days and Canowindra Balloon Festival and have covered local fund raising events like the Tormaline Park event and interview SES managers about emergencies in the Cabonne LGA. We also interview members of community organisations on air and have interviewed Councillor Libby Oldham in the studio about the Cabonne Acquisitive Art prize. We frequently interview Pinnacle Dragon Boats about their events on Lake Canobolas to encourage people to come and try.**

We have presenters who work at Cadia and we receive funding from Cadia related to the volunteer work of their employees with FM107.5. We have also received grants in the past from Cadia and have an application with them at present also to assist with the cost of our move on Mount Canobolas.

I am the Treasurer of Arts OutWest and publicise art and music events in Cabonne on air. We have received a grant from Charles Sturt University to help us to host outside broadcasts throughout our broadcast area to encourage young musicians and artists.

- Given part of your funding request was for Public Liability Insurance, how are you currently funding this, and do you hold current Public Liability Insurance?

We hold \$20 million of Public Liability Insurance funded from our reserves. Blayney Shire Council's community funding programs include a program to pay the Public Liability Insurance for local organisations. In considering our application, Blayney Shire has approved a grant of one third of the cost of our Public Liability insurance on the condition that Cabonne and Orange City Councils also approve 1/3 each. I have attached the approval letter from Blayney Shire Council and the invoice. We will be applying to Orange City Council for the final 1/3 of the cost.

- Finally, we note that your funding request was subject to receiving grant funding from the Community Broadcasting Foundation. DO you have an update on your application?

We will receive an email from CBF in the last week in November to let us know whether or not our funding application to move the transmission equipment on Mount Canobolas has been successful. If it is not successful FM107.5 will have to cease to broadcast after 30 years of community broadcasting providing a service to the communities of Blayney, Cabonne and Orange. I will forward an email that I have received from CBF.

You can listen to us on FM107.5 or at our 24/7 global livestream  
- <https://radio11.shoutcast.net.au/proxy/fm1075?mp=/stream>

Please let me know if there is any more information you need or if we can come to a meeting to answer questions.

Cheers,

Amanda

Amanda Spalding B.A. (Hons.), F.C.A. - Chair and Treasurer FM107.5

Orange Community Broadcasters Ltd.

T:02 7202 9455 (Office)

M: 0417 288 246 (Mobile)

Email; [orangecommunitybroadcasters@gmail.com](mailto:orangecommunitybroadcasters@gmail.com)

Website: [www.fm1075.com.au](http://www.fm1075.com.au)

<https://radio11.shoutcast.net.au/proxy/fm1075?mp=/stream>

On Fri, 28 Oct 2022 at 16:52, Rebecca Johnson <[Rebecca.Johnson@cabonne.nsw.gov.au](mailto:Rebecca.Johnson@cabonne.nsw.gov.au)> wrote:

Dear Amanda,

Cabonne Council met yesterday, and have deferred a decision on your Community Assistance Program application.

Council have requested that we write to you seeking further information on your application.

- Could you please outline your current listenership across the Cabonne LGA? We note that in your application you referred to the number of listeners in the Orange/Bathurst region, but nothing specific to the Cabonne LGA.
- As this is a Cabonne Community Assistance Program, what support and involvement you currently have with Cabonne communities?
- Given part of your funding request was for Public Liability Insurance, how are you currently funding this, and do you hold current Public Liability Insurance?
- Finally, we note that your funding request was subject to receiving grant funding from the Community Broadcasting Foundation. DO you have an update on your application?

We kindly request that you provide a response to this email by Friday, 4 November 2022.

This information will be presented to Council at a Council Workshop on Tuesday, 8 November 2022, with a determination made by the Council at their next Council meeting on Tuesday, 25 November 2022.

We thank you for your assistance with the request for further information.

Kind regards,

Rebecca

Rebecca Johnson  
Leader - Community & Economy  
[Rebecca.Johnson@cabonne.nsw.gov.au](mailto:Rebecca.Johnson@cabonne.nsw.gov.au)  
(02) 6392 3292



Cabonne Council  
PO Box 17  
Molong NSW 2866  
Switch: (02) 6392 3200  
Fax: (02) 6392 3260  
[Council@cabonne.nsw.gov.au](mailto:Council@cabonne.nsw.gov.au)  
[www.cabonne.nsw.gov.au](http://www.cabonne.nsw.gov.au)

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**Blayney Shire Council**

Council Office 91 Adelaide Street, Blayney Postal Address PO Box 62, Blayney NSW 2799  
Telephone (02) 6368 2104  
Email [council@blayney.nsw.gov.au](mailto:council@blayney.nsw.gov.au) Web [www.blayney.nsw.gov.au](http://www.blayney.nsw.gov.au)  
ABN 47 619 651 511

1 April 2022

Our Reference: IAPP/69444

Chair and Treasurer  
Amanda Spalding  
Orange Community Broadcasters  
PO Box 1031  
ORANGE NSW 2800  
[orangecommunitybroadcasters@gmail.com](mailto:orangecommunitybroadcasters@gmail.com)

Dear Amanda,

**2021-22 Round 2 – Community Financial Assistance Program:**

**Project Description: Waiver of Public Liability Insurance**

Reference is made to your application regarding the above matter.

Council is pleased to advise that your application has been successful.  
Funding in the amount of \$591 has been approved.

The following feedback from the Financial Assistance Committee was provided regarding your project:

*'One third contribution conditional on contributions from other LGA's.'*

Accordingly, it is requested that you furnish evidence of funding approval from Orange City Council and Cabonne Council prior to submission of claim.

Council's preferred method of payment is by Electronic Funds Transfer (EFT) directly into your preferred bank account.

Upon furnishing the above evidence, please complete the attached "Payment Information Form" and return it to Council in order for your payment to be processed. Also attached is a copy of the Financial Assistance Program Acquittal form for your process at completion of your project.

Should you require any further information please contact the undersigned on telephone 6368 2104.

Yours faithfully,

Anton Franze  
**Director Corporate Services**



**Blayney Shire Council**

Council Office 91 Adelaide Street, Blayney Postal Address PO Box 62, Blayney NSW 2799

Telephone (02) 6368 2104

Email [council@blayney.nsw.gov.au](mailto:council@blayney.nsw.gov.au) Web [www.blayney.nsw.gov.au](http://www.blayney.nsw.gov.au)

ABN 47 619 651 511

## 2021/2022 Financial Assistance Program: Payment Information Form

Council requests that the following information be provided to facilitate payment to your organisation.

**Recipient:** Orange Community Broadcasters

**Project:** Waiver of Public Liability Insurance

**Amount Approved:** \$591

Email address: [orangecommunitybroadcasters@gmail.com](mailto:orangecommunitybroadcasters@gmail.com)

### CHECKLIST BEFORE SUBMITTING FORM:

- ☐ Completed bank details below
- ☐ Attached a tax invoice in the name of recipient with recipient ABN details (and GST if registered) addressed to Blayney Shire Council. (Not required for Sporting Financial Assistance or Rates contributions)
- ☐ Paid Council's invoice for hire / supply of services (where applicable). Payment of Council charges must precede payment by Council.
- ☐ Furnished proof of payment or insurance policy (where applicable)

Council's preferred method of payment is by an Electronic Funds Transfer (EFT) directly into your preferred bank account; however, payment by cheque can also be arranged.

Bank & Branch	
BSB Number	
Bank Account Number	
Bank Account Name	

Please review above checklist then submit this completed form with your tax invoice to:

**Blayney Shire**

**Council**

**PO Box 62**

**BLAYNEY NSW 2799**

Email: [council@blayney.nsw.gov.au](mailto:council@blayney.nsw.gov.au)



## **HIRE OF COMMUNITY FACILITIES - BUILDINGS STRATEGIC POLICY**

**Responsible Department:** Cabonne Infrastructure  
**Responsible Section:** Urban Infrastructure  
**Responsible Officer:** Deputy General Manager - Infrastructure

---

### **OBJECTIVE**

To ensure equitable opportunity for a potential hirer by providing a system to allocate hire and concessional rates for Council owned facilities (buildings).

### **POLICY STATEMENT**

The purpose of this policy is to provide a framework for the equitable, efficient and effective management of the hire of Council's community facilities (buildings).

The provision of Council venues to the community is a key part of Cabonne Council's role in meeting the community's need. This policy sets out the conditions for hiring community facilities (buildings).

### **Scope**

This policy applies to all Council owned and operated community facilities currently available for periodic hire. It does not apply to commercial properties that are leased from Council, and for which contractual lease and license agreements have been established (eg Waluwin Medical Centre) and does not apply to facilities managed by s355 committees.

### **Hire Agreements**

Hire agreements are offered for a defined venue and are granted on a regular or casual basis. Hire Agreement Terms and Conditions outline appropriate conditions of use.

### **Determination of fees and charges**

Fees and charges for hire of Council facilities are determined on an annual basis in accordance with the Local Government Act. Fees and charges are set out in Council's Fees and Charges and available on Council's website.

**Costs of Hire**

The fees and charges which may be imposed by Council include:

- Fees for hire of the facility.
- Security bonds - security bonds are paid at the time of booking. Council may retain the bond for breach of the 'conditions of hire' including any costs associated with cleaning, breaches of security, damage to Council property or loss of keys or security passes. The bond is refundable after the hire, less any charges for cleaning or damage.
- Insurance – Council requires hirers deemed as “regular” to keep in force, during the term of the agreement, a Public Liability insurance policy with a Limit of Indemnity of not less than \$20,000,000.
- Casual hirers utilising a facility for non-commercial or non-profit making purposes less frequently than eleven times per calendar year are exempt from this requirement
- Charges for hire of equipment e.g. audio/visual equipment, room set up, kitchen facilities

**Booking and Payment of Fees and Charges**

Council provides an online booking process for all facilities on Council's website.

Unless otherwise formally agreed, no hirer, regardless of concessions awarded under this policy, is exempt from other fees and charges relating to their hire. Hirers may also bear the cost of security call outs if it is determined that they have not secured a facility properly following their period of hire.

**Changes to Fees and Charges**

Council's Fees and Charges are subject to change as of July 1 each financial year. As Council's Fees and Charges are reviewed annually, Hirers may incur an increase to fees within the hire agreement period. Fee schedules for Council facilities are available on Council's website

**Outstanding Fees**

Hirers that have failed to pay prior to hire event or with outstanding fees will not be eligible to hire any of Council's facilities. Concession applications from hirers with outstanding fees will not be assessed until the outstanding fees have been paid in full.

**Hire Applications and Agreement**

All requests for bookings must be made through Council's online booking system.

Bookings are not confirmed until the Club, Association or user group receive a confirmation of booking via email from the booking system.

All applicants must comply with the terms and conditions. The terms and conditions of hire are available within the booking system and on Council's website, confirmation of consent to abide by the terms and conditions is a mandatory step in the booking process.

Council aims to generate an income from the hiring of these facilities for periodic use, but also seeks to facilitate good community access to amenities and services for groups that support a commitment to equal opportunity, health & wellbeing and lifelong learning.

#### **Application for fee reduction or waiver**

Council provides an opportunity for groups that are not for profit Cabonne community based organisations to apply for a fee reduction or waiver. Groups make application annually to be recognised as a particular category:

There are 3 Hirer Categories:

Category A	Commercial, business, political, private hirers	Full Fee
Category B	Cabonne Community not for profit organisations and charities (funded)	50% discount
Category C	Non-funded unincorporated small community groups with no opportunity to attract financial support or for private hire such as funeral wakes	Fee waiver

For groups or events that don't qualify under these categories, there is provision to make special application to Council for fee reduction or waiver under Council's donations or sponsorship program.

There are two types of hirers:

- Regular – multiple uses, 11 or more bookings of a facility during a period of 12 months.
- Casual – use of a facility for up to 10 bookings per financial year

To be eligible to receive a concession under Categories B or C the Hirer must be a 'Not for Profit' community group or organisation.

Groups should demonstrate their:

- Activity/service meets a broader community need, encourages local community participation and increases community access to activities and services.
- Activity/service embraces Council's commitment to access and equity, health & wellbeing and lifelong learning.
- The percentage of service users residing in the Cabonne Local Government Area.

Organisations which are determined by Council to have reasonable access to funds (e.g. substantial funds in Reserve or access to funds through their annual operational income streams) will not be eligible for a concession.

#### **Delegation of Council Staff and Council to approve Concession Applications.**

- Department Leader – Urban Infrastructure and DGM – Infrastructure are responsible for:
  - Review and approval of concession applications.
- General Manager is responsible for:
  - Referring applications that do not meet the criteria listed in Category A-C to Council for consideration and decision.

#### **Requirements of Hirers that receive a concession.**

Hirers that have received any concession on a facility must:

- Acknowledge Council assistance in any literature and promotional materials.
- State the source of the assistance in any subsequent requests for funding from council.
- Comply with the Terms and Conditions.
- Immediately advise Council of any changes in circumstances.

#### **Responsibilities**

Department Leader – Infrastructure and Coordinator – Building and Facilities – responsible for the day-to-day management and financial oversight of all Council buildings used for hire specifically Council halls and community centres, and for oversight of the online booking process.

#### **References**

Local Government Act 1993

#### **History**

Minute No.	Summary of Changes	New Version Date

# Molong Advancement Group Incorporated

C/- PO Box 263  
**MOLONG NSW 2866**



Chairman: Peter Batten  
Ph: 0418 292 053  
Email: [molongmagpres@gmail.com](mailto:molongmagpres@gmail.com)

Secretary: Janine Marriott  
PH: 0427 668 585  
Email: [molongmagsec@gmail.com](mailto:molongmagsec@gmail.com)

19 September 2022

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Mr Matthew Christensen  
Deputy General Manager Infrastructure  
Cabonne Council  
PO Box 17  
Molong NSW 2866

Dear Matthew

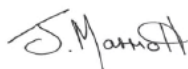
**Subject: Relocation of Gazebo from Molong Sewerage Treatment Plant to Molong Hospital**

Molong Advancement Group and the Molong Hospital Auxiliary are working together with management of the Molong Health Service to construct a Sensory Garden for residents of Yuranigh House, the aged care facility included in the Multi Purpose Service (MPS). This facility will also be available for use by family members of Yuranigh House residents and patients of the acute section of the hospital.

The plan for the garden includes relocation of the gazebo formerly located on the Molong Village Green and currently stored at the Molong Sewage Treatment Plant to the site. The gazebo and costs of its erection on the Molong Village Green were paid by Molong Advancement Group.

Molong Advancement Group and the Molong Hospital Auxiliary invites Cabonne Council to contribute to the project by transporting the gazebo, currently in sections, to the Sensory Garden site at the hospital so that it can be re-erected. Cabonne Council will be acknowledged for its contribution to the project in future advertising and promotion of sponsors of the Sensory Garden.

Yours sincerely,



Janine Marriott Secretary



**REPORT OF THE CABONNE COUNCIL ROADS ADVISORY COMMITTEE HELD AT THE  
COUNCIL CHAMBERS MOLONG ON TUESDAY 25 OCTOBER, 2022 COMMENCING AT  
5:32PM**

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THIS IS PAGE NO 1 OF THE REPORT OF THE CABONNE COUNCIL ROADS ADVISORY  
COMMITTEE OF CABONNE COUNCIL HELD ON 25 OCTOBER, 2022

**REPORT OF THE CABONNE COUNCIL ROADS ADVISORY COMMITTEE HELD AT THE COUNCIL CHAMBERS MOLONG ON TUESDAY 25 OCTOBER, 2022 COMMENCING AT 5:32PM**

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**PRESENT:** Cllr K Beatty (in the Chair), Cllr A Rawson

Oliver Stone, Andrew Hughes, Jill Sands, David Herbert,  
Brooke Bingham, Michelle Murphy, Ted Ryan, Leigh  
Meagher, Robert Pfeffer

General Manager, Deputy General Manager – Cabonne  
Infrastructure, Executive Assistant – Cabonne Infrastructure,  
Customer Service Officer – Infrastructure, Ben Lawson –  
Common Thread Consulting

**OBSERVERS** Cllr P Batten, Aaron Pearson, Chris May, Cllr J Jones, Cllr M  
Nash, Deputy General Manager – Cabonne Services

**ITEM - 1 WELCOME**

Proceedings in Brief

The Chairman welcomed all the members to the inaugural Cabonne Roads Advisory Committee meeting and asked for introductions.

**RECOMMENDATION (RAWSON/STONE)**

THAT the Deputy General Manager – Cabonne Infrastructure provide a welcome to the members of the committee.

**ITEM - 2 APOLOGIES**

Proceedings in Brief

Chris Turner

Bob Dowling

**RECOMMENDATION (RAWSON/STONE)**

THAT any apologies tendered be accepted.

**ITEM - 3 DECLARATIONS OF INTEREST**

**RECOMMENDATION (STONE/RAWSON)**

THAT there were no Declarations of Interest to be noted.

**ITEM - 4 TERMS OF REFERENCE - CABONNE COUNCIL ROADS  
ADVISORY COMMITTEE**

THIS IS PAGE NO 1 OF THE REPORT OF THE CABONNE COUNCIL ROADS ADVISORY  
COMMITTEE OF CABONNE COUNCIL HELD ON 25 OCTOBER, 2022

**REPORT OF THE CABONNE COUNCIL ROADS ADVISORY COMMITTEE HELD AT THE COUNCIL CHAMBERS MOLONG ON TUESDAY 25 OCTOBER, 2022 COMMENCING AT 5:32PM**

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Proceedings in Brief

The Deputy General Manager – Cabonne Infrastructure advised that these were included for noting, to reiterate the intent of the committee.

**RECOMMENDATION (HERBERT/RAWSON)**

THAT That the Committee note the terms of reference for the Cabonne Council Roads Advisory Committee.

**ITEM - 5 CABONNE COUNCIL ROAD NETWORK OVERVIEW**

Proceedings in Brief

Ben Lawson from Common Thread Consulting made a presentation to the committee.

Mr Ryan noted that the figures seemed aspirational, that the focus should be on crisis control at present, rather than future planning.

Mr Stone sought clarification regarding the differences between the major roads.

Ms Murphy noted that safety did not seem to be listed as an objective for Council.

There was a large discussion around resourcing and communication to the community.

**RECOMMENDATION (MEAGHER/RAWSON)**

THAT the Committee receive the presentation on the Cabonne Council Road Network Overview.

**ITEM - 6 2023/24 ROADS TRANSPORT BUDGET PREPARATION**

Proceedings in Brief

Ms Murphy noted that Kurrajong Road was listed in the current financial years budget and also proposed for next years budget. The Deputy General Manager – Cabonne Infrastructure advised that the worst sections were being done this financial year.

Mr Ryan enquired if additional funding was being sought for MR61 due to the detour in place. The Deputy General Manager advised that Transport for NSW had undertaken a dilapidation survey prior to the works and have agreed to the restoration of the difference. He also advised that the weekend closures may only occur a few times rather than the 13 previously advised.

There was a discussion regarding the use of traffic counters.

Mr Pfeffer enquired whether Council can approach Orange City Council to contribute to the repair of Euchareena Road due to the activity at the Resource Centre.

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**THIS IS PAGE NO 2 OF THE REPORT OF THE CABONNE COUNCIL ROADS ADVISORY COMMITTEE OF CABONNE COUNCIL HELD ON 25 OCTOBER, 2022**

**REPORT OF THE CABONNE COUNCIL ROADS ADVISORY COMMITTEE HELD AT THE COUNCIL CHAMBERS MOLONG ON TUESDAY 25 OCTOBER, 2022 COMMENCING AT 5:32PM**

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There was a discussion regarding property owners acting as “volunteers” for repairs to roads. The General Manager advised that there are too many variables involved in putting this into place, including but not limited to warranties and liabilities.

Ms Sands enquired why Coffee Hill Creek was not considered for the proposed budget? The Deputy General Manager – Cabonne Infrastructure advised that this work was due to be undertaken in the current financial years budget.

Ms Murphy enquired about the work for Lake Canobolas Road, is it a targeted section? The Deputy General Manager – Cabonne Infrastructure advised it involved the restoration of the road, no widening unless it is truly deficient. Ms Murphy enquired if it was holding up well? Cllr Rawson advised no, work has been done to make it safe.

Mr Ryan enquired whether all the current storm damage will be fixed up 23/24? The Deputy General Manager – Cabonne Infrastructure advised that they were hopeful – it is a reactionary process and at the moment accessibility is the priority and ensuring those that have access issues are rectified.

Mr Meagher noted that Council had undertaken a lot of drainage work and agreed with the roads which have been proposed for the next financial years budget. He enquired as to the section of Renshaw McGirr Way which was proposed. The Deputy General Manager – Cabonne Infrastructure advised honestly all of it – Council are on the lookout for funding opportunities as it is a prime candidate for upgrades.

Ms Murphy enquired about whether Packham Drive was going to become a regional road. The Deputy General Manager – Cabonne Infrastructure advised

**RECOMMENDATION**

That the Committee note the report for the 2023/24 Roads Transport Budget Preparation and provide input for consideration of Council.

**ITEM - 7 CABONNE COUNCIL TRANSPORT INFRASTRUCTURE CAPITAL WORKS PROGRAM 2022/23**

Proceedings in Brief

**RECOMMENDATION**

THAT the Committee note the update on the 2022/23 Transport Infrastructure capital works program.

**FOR NOTATION**

**THIS IS PAGE NO 3 OF THE REPORT OF THE CABONNE COUNCIL ROADS ADVISORY COMMITTEE OF CABONNE COUNCIL HELD ON 25 OCTOBER, 2022**

REPORT OF THE CABONNE COUNCIL ROADS ADVISORY COMMITTEE HELD AT THE  
COUNCIL CHAMBERS MOLONG ON TUESDAY 25 OCTOBER, 2022 COMMENCING AT  
5:32PM

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CONFIDENTIAL ITEMS

ADDITIONAL ITEMS

There being no further business, the meeting closed at ....pm.

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THIS IS PAGE NO 4 OF THE REPORT OF THE CABONNE COUNCIL ROADS ADVISORY  
COMMITTEE OF CABONNE COUNCIL HELD ON 25 OCTOBER, 2022

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**ITEM 1 - CENTRAL NSW JOINT ORGANISATION**

**REPORT IN BRIEF**

<b>Reason For Report</b>	Council to note attendance at the CNSWJO Board meeting.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	4.5.1.d - Maintain effective membership of Central NSW Councils JO, LGNSW, Country Mayors Association and other forums
<b>Annexures</b>	1. 221014_Mayoral report October 2022 <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNMENT RELATIONS\LOCAL AND REGIONAL LIAISON\CENTRAL NSW JOINT ORGANISATION (CENTROC) - 1453205

**GENERAL MANAGER'S REPORT**

The Mayor and General Manager attended the Central NSW Joint Organisation Board and roundtable with Ministers held in Sydney at Parliament House on 12-13 October 2022.

Board report and minutes of the meeting are attached for councillors' information.

**ITEM 2 - ANNUAL REPORT ON COMPLAINTS RECEIVED UNDER  
COUNCIL'S CODE OF CONDUCT**

**REPORT IN BRIEF**

<b>Reason For Report</b>	In accordance with Clause 11.1 of Council's adopted Procedures for the Administration of the Code of Conduct Policy, the General Manager is required to provide an annual report on complaints received under Council's Code of Conduct.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	4.5.1.f - Code of Conduct adhered to
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\CODE OF CONDUCT\CODE OF CONDUCT REVIEW COMMITTEE - 1456051

**GENERAL MANAGER'S REPORT**

Clause 11.1 of Council's adopted Procedures for the Administration of the Code of Conduct (adopted 26 February 2019) requires the General Manager to report within 3 months of the end of September of each year:

- a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September (the reporting period)
- b) the number of code of conduct complaints referred to a conduct reviewer during the reporting period
- c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints
- d) the number of code of conduct complaints investigated by a conduct reviewer during the reporting period
- e) without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period
- f) the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and
- g) the total cost of dealing with code of conduct complaints made about councillors and the general manager during the reporting period, including staff costs.

This report covers the September 2021 – September 2022.

There were NIL complaints received during the subject period.

### **ITEM 3 - STATE OF THE ENVIRONMENT REPORT**

#### **REPORT IN BRIEF**

<b>Reason For Report</b>	To advise council of the publication of the State of Environment report
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	5.5.1.b - Participate In Local Land Services (LLS) Local Government reference group discussions and initiatives
<b>Annexures</b>	1. 2021-22 Cabonne report. <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\ENVIRONMENTAL MANAGEMENT\\REPORTING\\STATE OF THE ENVIRONMENT REPORTS - 1456042

### **DEPUTY GENERAL MANAGER - CABONNE SERVICES REPORT**

The 2021-2022 Cabonne State of the Environment Report has been attached for your information and will be made available on Council's website.

**ITEM 4 - FIXING LOCAL ROADS - POTHOLE REPAIR ROUND**

**REPORT IN BRIEF**

<b>Reason For Report</b>	Provide an update to Council on funding opportunity for roads funding to assist in increased maintenance expense under the Fixing Local Roads - Pothole Repair Round.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Positive increase to the Roads Maintenance Budget
<b>IPR Linkage</b>	2.2.1.3b - Lobby for improved road transport opportunities within the Cabonne region.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\ROADS and BRIDGES\PROGRAMS\FIXING COUNTRY ROADS 2022 - 2023 - 1458507

**DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S  
REPORT**

Council received notification in October of the opening of a new funding round under the Fixing Local Roads program.

Fixing Local Roads – Pothole Repair Round provides \$50M across regional and rural Councils to assist the repair and maintenance of the increasing number of road defects brought about by the extreme wet weather of this last year.

Grant funding is available for road repair activities, and is calculated on the basis of road length of the Council as a percentage of the overall road length of eligible Councils, multiplied by the available funding. For Cabonne, the allocation is estimated at \$450,000.

Council Officers have already submitted the application for this funding.

**ITEM 5 - RESOLUTIONS REGISTER - INFOCOUNCIL - ACTIONS  
REPORTING**

**REPORT IN BRIEF**

<b>Reason For Report</b>	To provide Council with a report on progress made in actioning its resolutions up to last month's Council meeting and any committee meetings held.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.2.2.1a - Facilitate Council and standing committee meeting processes.

<b>Annexures</b>	1. Council <a href="#">↓</a> 2. Traffic Light Report Summary <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\RESOLUTION REGISTER - 1458354

### **GENERAL MANAGER'S'S REPORT**

InfoCouncil generated reports are annexed including actions up to the previous month's meetings resolutions.

Progress comments are provided until the final action comment which will also show "COMPLETE": that item will then be removed from the register once resolved by the council.

Attached also is the "traffic light" indicator system that enables the council to identify potential areas of concern at a glance.

Councillors should raise any issues directly with the deputy general managers as per the mayor's request.

### **ITEM 6 - COMMUNITY FACILITATION FUND**

#### **REPORT IN BRIEF**

<b>Reason For Report</b>	To report on approved expenditure under the Community Facilitation Fund (CFF).
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	2.1.1.2a - Maintain sporting facilities in accordance with agreed levels of service.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\COMMUNITY FACILITATION FUND - 1453207

### **GENERAL MANAGER'S REPORT**

Council adopted guidelines for the Community Facilitation Fund (CFF) in March 2015. The CFF was created for smaller community projects not originally included in the council's budget, to be allocated at the discretion of the Mayor and Deputy Mayor.

As a reminder, the guidelines for the CFF are as follows:

1. Projects where no existing vote for the works has been allocated or the vote is insufficient to complete the project.
2. Recipients must be community based not-for-profit groups.

3. Mayor and Deputy Mayor to jointly approve funds (with the General Manager as proxy if one is not available).
4. Allocation of funds to be reported to the next available Council meeting.
5. Limit of \$3,000 per allocation unless other approved by Council.

There following donation was processed in the last month:

St Lawrence O'Toole Church	Old Convent Renovation for Ukrainian families	\$2,000
Molong RSL Sub-branch	Signage for Advocate Service	\$518

## **ITEM 7 - INVESTMENTS SUMMARY**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	Information provided in relation to Council's Investment Schedule.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	1.1.1.2b - Maximise income sources through investments.
<b>Annexures</b>	1. Investments October 2022 <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\FINANCIAL REPORTING\FINANCIAL REPORTS TO COUNCIL - 1457252

### **DEPARTMENT LEADER - FINANCE'S REPORT**

Council's investments as 31 October 2022 stand at a total of \$41,535,894.

Council's average interest rate for the month of October 2022 was 2.47%. The effect of the increased cash rate is starting to have a positive impact on term deposit rates offered by financial institutions. The Reserve Bank's official cash rate increased to 2.6% during the month of October. However, due to the large decline in interest rates over the last few years and now the rapid increase over the last few months, we are currently below Council's Performance Benchmark, the 30 Day Bank Bill Swap Rate of 2.8658%.

It is envisaged that this situation will be rectified over the coming months. The Average Interest Rate is steadily increasing as Term Deposits currently invested on the low interest rates mature and are re-invested at the higher interest rates that are now on offer.

Council's investments are held with multiple Australian financial Institutions with varying credit ratings according to council's Investment Policy. The annexure to this report shows a breakup of each individual institution that council invests with and its "Standard and Poor's" Credit Rating.

The Schedule of Investments for October 2022 is attached for council's information.

## **ITEM 8 - RATES SUMMARY**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	Information provided in relation to Council's Rates collections.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	4.5.4.a - Level of rate of collection
<b>Annexures</b>	1. Rates graph October 22 <a href="#">↓</a>
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\FINANCIAL REPORTING\FINANCIAL REPORTS TO COUNCIL - 1457314

## **DEPARTMENT LEADER - FINANCE'S REPORT**

The Rate Collection Summary to 31 October 2022 is attached for council's information. The percentage collected is 42.6% which is comparable to previous years for the same time period. The second instalment will fall due on 30 November 2022.

## **ITEM 9 - DEVELOPMENT APPLICATIONS RECEIVED DURING OCTOBER 2022**

### **REPORT IN BRIEF**

<b>Reason For Report</b>	Details of development applications received during the preceding month.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	3.1.1.1a - Receive and assess Development Applications.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\DEVELOPMENT AND BUILDING CONTROLS\BUILDING AND DEVELOPMENT APPLICATIONS\REPORTING - DEVELOPMENT APPLICATIONS TO COUNCIL - 1456018

## **DEPUTY GENERAL MANAGER - CABONNE SERVICES REPORT**

THIS IS PAGE NO 6 OF THE GENERAL MANAGER'S REPORT ON MATTERS FOR NOTATION TO THE ORDINARY MEETING OF CABONNE COUNCIL HELD ON 22 NOVEMBER, 2022



Development Applications have been received during the period 1 October 2022 to 31 October 2022, as detailed below.

**SUMMARY OF DEVELOPMENT APPLICATIONS RECEIVED**

<b>DA Number</b>	<b>Description Of Work</b>	<b>Development Value</b>	<b>Applicants Name</b>	<b>Property Address</b>
2005/0260/4	Modification to 14 Lot Subdivision	\$0.00	Kevin Penson	89 Old Orange Road, Manildra NSW 2865
2022/0018/1	Modification to Cellar Door & Restaurant	\$0.00	Source Architects	19 Lake Canobolas Road, Nashdale NSW 2800
2022/0099/2	Modification to Dwelling & Attached Machinery Shed	\$0.00	Mckinnon Design & Drafting	Boree Lane, Lidster NSW 2800
2022/0120/1	Modification to Boundary Adjustment	\$0.00	Thomas Milson	Emu Swamp Road, Emu Swamp NSW 2800
2022/0123/1	Modification to Dual Occupancy/ Pool Deck/Fencing	\$0.00	Peter Basha Planning & Development	534 Byng Road, Byng NSW 2800
2022/0142/1	Modification to Dwelling/Shed/ Water Tank	\$0.00	Timothy Bassman	Paling Yards Loop, Bowna Park NSW 2864
2022/0151/1	Modification to Subdivision	\$0.00	Peter Basha Planning & Development	622 Banjo Paterson Way, Molong NSW 2866
2022/0151/2	Modification to Subdivision	\$0.00	Peter Basha Planning & Development	622 Banjo Paterson Way, Molong NSW 2866
2022/0151/3	Modification to Subdivision	\$0.00	Peter Basha Planning & Development	622 Banjo Paterson Way, Molong NSW 2866
2022/0159/1	Modification to Dwelling	\$0.00	Alexander Keatinge	395 Old Yullundry Road, Yullundry NSW 2867

**GENERAL MANAGER'S REPORT ON MATTERS FOR NOTATION SUBMITTED TO THE  
ORDINARY COUNCIL MEETING TO BE HELD ON TUESDAY 22 NOVEMBER, 2022**

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2022/0223/1	Alterations & Additions to Existing Dwelling/Pool Deck/Tanks/ Shed	\$0.00	Rebecca Halls	53 Stanford Road, Canobolas NSW 2800
2022/0242/1	Modification to Existing Structure & Erection of Storage Shed	\$0.00	Craig Philpott	913 Ophir Road, Summer Hill Creek NSW 2800
2023/0063	Dwelling & Storage Shed	\$420,000	Aaron Earsman	Nangar Road, Canowindra NSW 2804
2023/0064	Dwelling	\$485,000	Aaron Earsman	4348 Belubula Way, Canowindra NSW 2804
2023/0065	Dwelling	\$482,000	Cavalier Homes Central West NSW	56 Main Street, Cudal NSW 2864
2023/0066	Inground Swimming Pool	\$46,000	Jock Hough	Canowindra Street, Cudal NSW 2864
2023/0067	Covered Patio	\$18,000	Andrew Blyth	8 John Carroll Lane, Windera NSW 2800
2023/0068	Retaining Wall	\$92,000	United Protestant Association of NSW	32-36 Hill Street, Molong NSW 2866
2023/0069	3 Lot Subdivision	\$0.00	Barry Traves	131 Rodd Street, Canowindra NSW 2804
2023/0070	Temporary Use of Land - Event	\$0.00	Cabonne Council	Bank Street, Molong NSW 2866
2023/0071	Temporary Use of Land - Event	\$0.00	Cabonne Council	4 Main Street, Cudal NSW 2864
2023/0072	Dwelling & Shed	\$566,000	Cavalier Homes Central West NSW	3 Boree Street, Cudal NSW 2864
2023/0073	Dwelling	\$300,000	Elizabeth Gee	47 Toogong Street, Cudal NSW 2864
2023/0074	Addition to Dwelling	\$40,000	Robert McCauley	823 Peabody Road, Molong NSW 2866
2023/0075	Storage Shed	\$20,000	Fiona Stanley	2035 Davys Plains Road,

				Cargo NSW 2800
<b>Total: 25</b>		<b>\$2,469,000</b>		

**SUMMARY OF COMPLYING DEVELOPMENT APPLICATIONS RECEIVED**

<b>CDC Number</b>	<b>Description of Work</b>	<b>Development Value</b>	<b>Applicants Name</b>	<b>Property Address</b>
2023/1009	Freestanding Fibreglass Swimming Pool	\$54,134	BBAC	37 Deervale Lane, Clifton Grove NSW 2800
<b>TOTAL:1</b>		<b>\$54,134</b>		

<b>GRAND TOTAL: 26</b>	<b>\$2,523,134</b>
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**ITEM 10 - DEVELOPMENT APPLICATIONS APPROVED DURING  
OCTOBER 2022**

**REPORT IN BRIEF**

<b>Reason For Report</b>	Details of development applications approved during the preceding month.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	3.1.1.1a - Receive and assess Development Applications.
<b>Annexures</b>	Nil
<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\DEVELOPMENT AND BUILDING CONTROLS\\BUILDING AND DEVELOPMENT APPLICATIONS\\REPORTING - DEVELOPMENT APPLICATIONS TO COUNCIL - 1456019

**DEPUTY GENERAL MANAGER - CABONNE SERVICES REPORT**

Development Applications have been approved during the period 1 October 2022 to 31 October 2022 as detailed below.

**SUMMARY OF DEVELOPMENT APPLICATIONS APPROVED**

<b>DA Number</b>	<b>Description Of Work</b>	<b>Development Value</b>	<b>Applicants Name</b>	<b>Property Address</b>
2004/0283/4	Modification to Subdivision	\$0.00	Peter Basha Planning & Development	1370 Amaroo Road, Borenore NSW 2800

**GENERAL MANAGER'S REPORT ON MATTERS FOR NOTATION SUBMITTED TO THE  
ORDINARY COUNCIL MEETING TO BE HELD ON TUESDAY 22 NOVEMBER, 2022**

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2006/0187/1	Modification to Managers Residence	\$0.00	Robert Thornton	1387 Mount Canobolas Road, Canobolas NSW 2800
2021/0241/1	Modification to Alterations & Additions to Dwelling	\$0.00	Southwell Design Drafting	52 Woods Lane, Nashdale NSW 2800
2022/0151/1	Modification to Subdivision	\$0.00	Peter Basha Planning & Development	622 Banjo Paterson Way, Molong NSW 2866
2022/0210/1	Modification to Dual Occupancy	\$0.00	Arete Survey	222 Spring Hill Road, Spring Hill
2022/0223/1	Modification to Alterations & Additions to Existing Dwelling/Pool Deck/Fencing	\$0.00	Rebecca Halls	53 Stanford Road, Canobolas NSW 2800
2022/0151	Subdivision	\$0.00	Peter Basha Planning & Development	622 Banjo Paterson Way, Molong NSW 2866
2022/0178	100 Mile Dinner - Canowindra	\$0.00	Canowindra@Home	Tilga Street, Canowindra NSW 2804
2022/0184	Boundary Adjustment & Construction of 7 Sacred Monuments	\$525,000	Kysl Tiebetan Buddhist Centre	1064 Sandy Creek Road, Molong NSW 2866
2022/0200	2 Lot Subdivision	\$0.00	Terrance Ostini	58 Ostini Lane, Mullion Creek NSW 2800
2022/0209	Satellite Dish & Associated Infrastructure	\$30,000	Ventia Pty Ltd	1 Crown Street, Yeoval NSW 2868
2022/0211	2 Lot Subdivision	\$0.00	Arete Survey	242 Quarry Road, Moorbel NSW 2804
2022/0226	Satellite Dish	\$30,000	Ventia Pty Ltd	Loftus Street, Manildra NSW 2865
2022/0228	2 Lot Subdivision	\$0.00	Edwin Speers	6992 Renshaw McGirr Way,

**GENERAL MANAGER'S REPORT ON MATTERS FOR NOTATION SUBMITTED TO THE  
ORDINARY COUNCIL MEETING TO BE HELD ON TUESDAY 22 NOVEMBER, 2022**

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				Baldry NSW 2867
2022/0232	Subdivision	\$0.00	Geoffrey Knight	31 Noble Street, Eugowra NSW 2806
2022/0239	Primitive Camping Ground & Caravan & Camping Ground (During Events)	\$0.00	Canowindra Showground	Browns Avenue, Canowindra NSW 2804
2023/0011	Dual Occupancy/Farm Building/Water Tank	\$1,300,000	Matthew Shephard	93 Caves Creek Road, Lidster NSW 2800
2023/0017	2 Lot Subdivision	\$0.00	Peter Basha Planning & Development	238 Nancarrow Lane, Nashdale NSW 2800
2023/0021	Subdivision	\$0.00	Arete Survey	21 Sutton Street, Canowindra NSW 2804
2023/0035	Alterations & Additions to Dwelling	\$60,000	Aspect Enterprises Pty Ltd	King Street, Molong NSW 2866
2023/0043	Alterations & Additions to Dwelling/Carport/ Storage Shed	\$200,000	Designs at M	37 Carcoar Street, Spring Hill NSW 2800
2023/0046	Demolition & Construction of New Amenities & Grandstand	\$1,697,000	Hines Construction	Tilga Street, Canowindra NSW 2804
2023/0049	Alterations & Additions to Dwelling	\$95,000	Scott Bourke	3 Shields Lane, Molong NSW 2866
2023/0050	Detached Storage Shed	\$55,000	PCW Constructions	25 Copper Street, Molong NSW 2866
2023/0051	Inground Swimming Pool & Fence	\$30,000	Claire Gosling	4148 Cargo Road, Cargo NSW 2800
2023/0052	Temporary Use of Land – Community Event	\$0.00	Cabonne Council	48 Obley Street, Cumnock NSW 2867
2023/0054	Storage Shed	\$39,000	Peter Basha Planning & Development	6 Kiewa Street, Manildra NSW 2865

2023/0058	Shed	\$18,600	Kaitlyn Knott	69 Phillip Street, Molong NSW 2866
2023/0059	Inground Fibreglass Swimming Pool	\$63,210	Chloe Hodgins	2022 Davys Plains Road, Cargo NSW 2800
2023/0060	Alterations & Additions	\$120,000	Shayne Thornberry	40 Toogong Street, Cudal NSW 2864
2023/0067	Covered Patio	\$18,000	Andrew Blyth	8 John Carroll Lane, Windera NSW 2800
<b>Total:31</b>		<b>\$4,280,810</b>		

**SUMMARY OF COMPLYING DEVELOPMENT APPLICATIONS  
APPROVED**

<b>DA Number</b>	<b>Application Description of Work</b>	<b>Development Value</b>	<b>Applicants Name</b>	<b>Property Address</b>
2023/1006	Dwelling	\$350,000	Jacob Middleton	McArdle Street, Molong NSW 2866
2023/1007	Dwelling	\$776,000	GJ Gardner Homes	28 Edward Street, Cudal NSW 2864
2023/1009	Freestanding Fibreglass Swimming Pool	\$54,134	BBAC	97 Deervale Lane, Clifton Grove NSW 2800
<b>TOTAL: 3</b>		<b>\$1,180,134</b>		

<b>GRAND TOTAL: 34</b>	<b>\$5,460,944</b>
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**ITEM 11 - MEDIAN PROCESSING TIMES 2022**

**REPORT IN BRIEF**

<b>Reason For Report</b>	To provide information on median processing times.
<b>Policy Implications</b>	Nil
<b>Budget Implications</b>	Nil
<b>IPR Linkage</b>	3.1.1.1a - Receive and assess Development Applications.
<b>Annexures</b>	Nil



<b>File Number</b>	\\OFFICIAL RECORDS LIBRARY\\DEVELOPMENT AND BUILDING CONTROLS\\BUILDING AND DEVELOPMENT APPLICATIONS\\REPORTING - DEVELOPMENT APPLICATIONS TO COUNCIL - 1456020
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**DEPUTY GENERAL MANAGER - CABONNE SERVICES REPORT**

**Summary of median Application Processing Times over the last five years  
for the month of October:**

<b><u>YEAR</u></b>	<b><u>MEDIAN ACTUAL DAYS</u></b>
2017	28
2018	22
2019	27
2020	28.5
2021	40.5

**Summary of median Application Processing Times for 2022:**

<b><u>MONTH</u></b>	<b><u>MEDIAN ACTUAL DAYS</u></b>
January	42
February	42
March	47
April	43
May	57
June	58
July	53
August	38.5
September	31
October	46
November	
December	

## Report from the Chair Central NSW Joint Organisation Board meeting 12 and 13 October 2022 in Sydney

### Recommendations

That Council note the report from the **Mayor** on the Central NSW Joint Organisation Board meeting 12 October, the roundtable with Ministers 13 October and provide feedback to CNSWJO on its draft Statement of Strategic Regional Priority.

Please find following advice from the Chair of the Central NSW Joint Organisation Board meeting 12 and 13 October in Sydney.

### Wednesday 12 October Board Meeting and advocacy with Shadow Ministers.

The CNSWJO Board met in Sydney in the LGNSW Boardroom and with the following Shadow Ministers joined via zoom:

- Mr Greg Warren, MP, Member for Campbelltown, Shadow Minister for Local Government, Shadow Minister for Veterans, and Shadow Minister for Western Sydney
- Ms Jenny Aitchison, MP, Member for Maitland, Shadow Minister for Regional Transport and Roads
- The Hon. Mick Veitch, MLC, Shadow Minister for Regional NSW, Shadow Minister for Agriculture, and Shadow Minister for Western NSW
- The Hon Rose Jackson, MLC, Shadow Minister for Water, Housing and Homelessness



The day included an address from Mr Scott Phillips Chief Executive of Local Government NSW.

Follow up with the various portfolios is underway with a suggested round table be undertaken in region in preparedness before the State election.

Importantly, given the feedback from the Conference in region 25 August, a familiarisation for Rose Jackson, Shadow Minister for Water is planned for the near future.

### **Thursday 13<sup>th</sup> of October Round Table with Ministers.**

The JO Board met at Parliament for its eighth round table discussion with State Ministers, hosted by local Member for Bathurst, the Hon Paul Toole Deputy Premier. Ministers included:

- The Hon Bronnie Taylor MLC, Minister for Women, Regional Health and Mental Health
- The Hon Kevin Anderson, Minister for Lands and Water, Hospitality and Racing and Member for Tamworth
- The Hon Paul Tool, Deputy Premier Minister for Regional New South Wales and Police and Member for Bathurst
- The Hon Sam Faraway MLC, Minister for Regional Transport and Roads
- The Hon James Griffin, Minister for Environment and Heritage, Member for Manly
- The Hon Steph Cooke MP, Minister for Emergency Services and Resilience, Flood Recovery and Member for Cootamundra
- The Hon Wendy Tuckerman MP, Minister for Local Government and Member for Goulburn
- The Hon Dugald Saunders, MP, Minister for Agriculture, Western New South Wales and Member for Dubbo

Advocacy over both days was for the Board's policy position leading into the upcoming State election including:

- on the ground help with roads given the consistent and ongoing rain damage;
- flood mitigation, air space and future water security at Wyangala,
- biosecurity offsets and the flow on affect for development in region- General Managers will have a workshop with Departmental representatives
- NSW Treasury Common Plan Assumptions and their negative impacts on building NSW Government hospitals, schools and associated services as the population data is much smaller than actual population in region;
- Essential Energy;
- Red Fleet and other legislation that makes little or no sense but has significant impacts on Local Government;
- Flexibility from government given delays on grant delivery due to skills shortages, escalating costs and supply chains; and
- a safe swift and secure link between Central NSW and Sydney.



**Review of the CNSWJO Strategy**

Under the Local Government Act, CNSWJO must review its strategy each term. The mandated Statement of Strategic Regional Priority is due in December 2022. The Draft Statement of Strategic Regional Priority was provided for member feedback via email 14 October seeking a response by 17 November. Please find the Draft SSRP on the following two pages. Adoption of the SSRP will be at the meeting of 24 November in Forbes.

**The Regional PlaceMat**

Members will recall the CSP project with the Regional Leadership Executive seeking better engagement with State agencies including better data to inform Council strategic work. Please request previous reports in this regard. Where an ongoing program making improvements to the successful last round of work has been reported to the Board and recommendations going forward adopted, a component of this project has been "Our PlaceMat."

Our PlaceMats have been designed with and for every member Council with the purpose of having informed, benchmarked conversations with community as Councils progress various strategies, particularly CSPs. Repeating the process every Council term will show trends.

The Regional PlaceMat is benchmarked against NSW data and will be used as advocacy collateral and a data source for key stakeholders. Please find following the Regional PlaceMat the Board approved.

Now that the data sets have been finalised, it is intended that a check-in meeting be held as part of GMAC for a 20 minute session.





CENTRAL NSW  
JOINT ORGANISATION

## Statement of Strategic Regional Priorities

Our Vision for the  
Central NSW  
region

Prosperous communities, dynamic local government, a collaborative and strong region – when one Council succeeds, we all succeed.

Principal functions  
- how we will  
deliver our  
priorities

Strategic planning and priority setting  
Intergovernmental collaboration  
Leadership and advocacy

Who we are

Member councils: Bathurst Regional Council, Blayney Shire Council, Cabonne Council, Cowra Shire Council, Forbes Shire Council, Lachlan Shire Council, Oberon Council, Orange City Council, Parkes Shire Council, and Weddin Shire Council.

Associate members: Central Tablelands Water, Upper Macquarie County Council, Regional Development Australia – Central West, Regional NSW

Strategic alignment

Our priorities align with the following:

- [Community Strategic Plans](#) and [Local Strategic Planning Statements](#) of member councils
- NSW Government 20 Year Regional Economic Vision and Regional Economic Development Strategies
- Regional Plan: NSW Government Central West and Orana Regional Plan
- Central West and Orana Regional Transport Plan
- The Regional Water Strategies for the Lachlan and Macquarie
- The Central West Destination Management Plan
- The Central West Food and Fibre Strategy

For more detail on strategic alignment please go to [www.centraljo.nsw.gov.au/reports-policies/](https://www.centraljo.nsw.gov.au/reports-policies/)

Please go to <https://www.centraljo.nsw.gov.au/reports-policies/> for more detail on the region's priorities and programs we will be putting in place to implement them.

## Our key strategic initiatives

<b>Priority One: Leveraging our successful collaboration</b>
1.1 Driving efficiencies and effectiveness saving Councils money
1.2 Building capacity across our Councils
1.3 Working well with other peak agencies
<b>Priority Two: Regional prosperity through better infrastructure and services</b>
2.1 Initiatives to grow population and increase the visitor economy in the context of locational preference factors
2.2 Regional industry and population growth planning
2.3 Advocacy and initiatives on skills and housing shortages
2.4 Leveraging the region's endowments and opportunities: <ul style="list-style-type: none"> <li>a. Critical minerals and mining</li> <li>b. Circular economy and net zero</li> <li>c. Activation precincts including Parkes SAP</li> <li>d. Inland Rail</li> <li>e. Pattern of settlement; liveability, proximity to capital cities and ports</li> <li>f. Agriculture</li> </ul>
<b>Priority Three: Advocate for better infrastructure and services in health and ageing</b>
<b>Priority Four: Telecommunications</b>
<b>Priority Five: Regional Transport Planning and Infrastructure Prioritisation</b>
5.1 Transport connectivity planning
5.2 Infrastructure prioritisation including the CNSWJO Matrix
<b>Priority Six: Regional Water Security and Productive Water</b>
6.1 Regional Water network planning and best practice skills development
6.2 Productive Water
<b>Priority Seven: Transition to a sustainable, secure, and affordable energy future</b>
7.1 Energy Efficiency and Emissions Reduction
7.2 Circular Economy
7.3 Environment
7.4 Understanding our energy (fuel and electricity) security, capacity and scalability.

### Key Stakeholders

#### Key regional partners:

NSW and National Farmers, Business NSW, Arts OutWest, Destination Network Central West, and Charles Sturt University

#### Key stakeholders in the other tiers of government we seek to collaborate with in our delivery:

Agencies and regulators within the NSW and Federal governments that manage local government, planning, heritage, energy, health, education, regional economic development and tourism, water, infrastructure, and transport. Local members of parliament across the region.

#### Key Local Government industry stakeholders:

Our member councils, Local Government NSW, Country Mayors, Australian Local Government Association, and other JOs.

Photo credit: Geagle Productions - Weddin Mountains Region



[www.centraljo.nsw.gov.au](http://www.centraljo.nsw.gov.au)





## CENTRAL NSW REGION OUR STATISTICAL SNAPSHOT 2022

### ABOUT THIS SNAPSHOT OF CENTRAL NSW

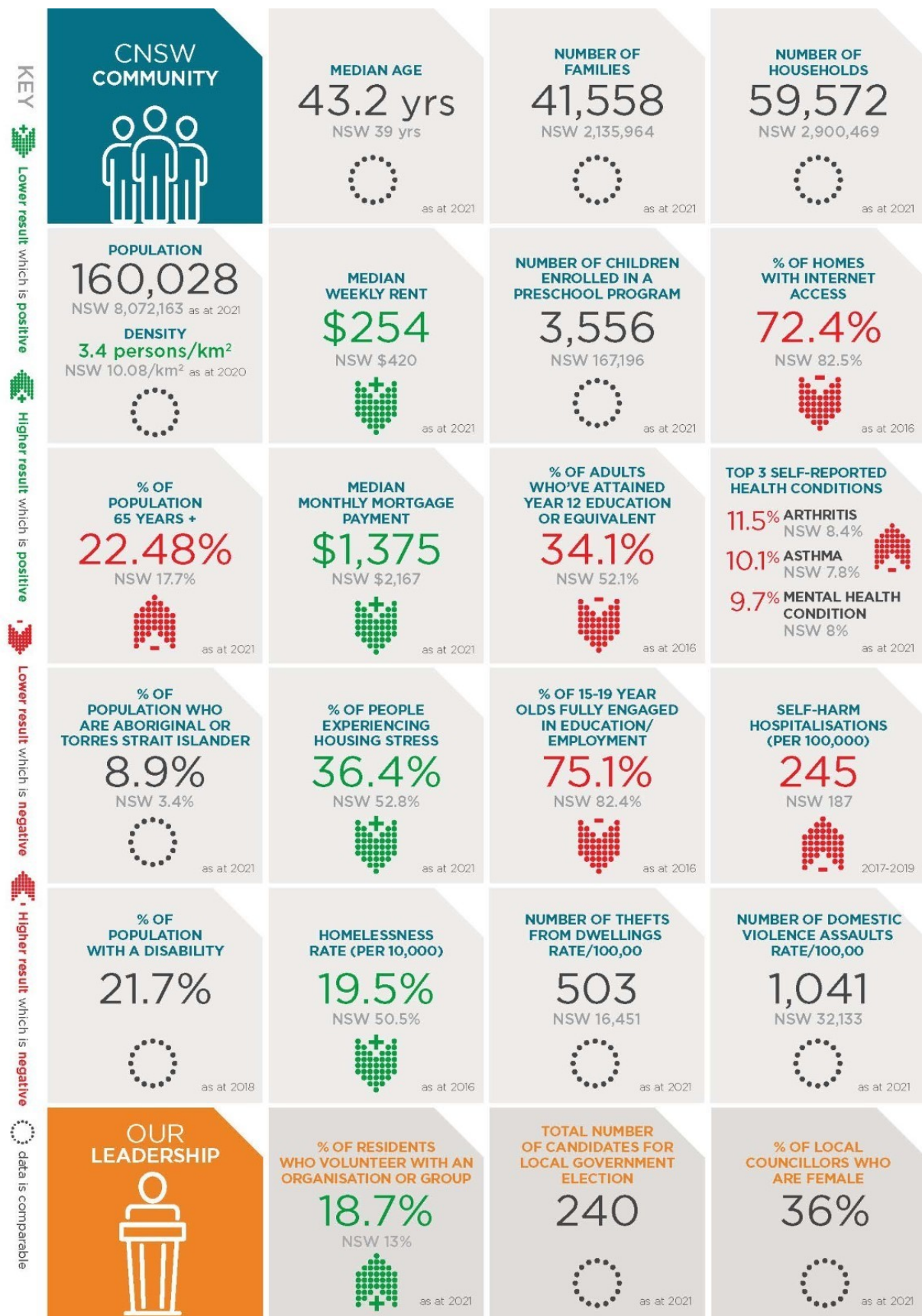
This Snapshot provides a non-exhaustive summary of information about the Central NSW Region (CNSW) at a point in time. It helps our local community, government and other decision-makers to understand where some of the opportunities and challenges exist in the region.

It is intended that this Snapshot will be updated with contemporary data ahead of each local government election (usually every four years) to provide a state comparison and will be available to the region to inform the review of the Statement of Strategic Regional Priority. Information on how to read this document is provided on the back page.

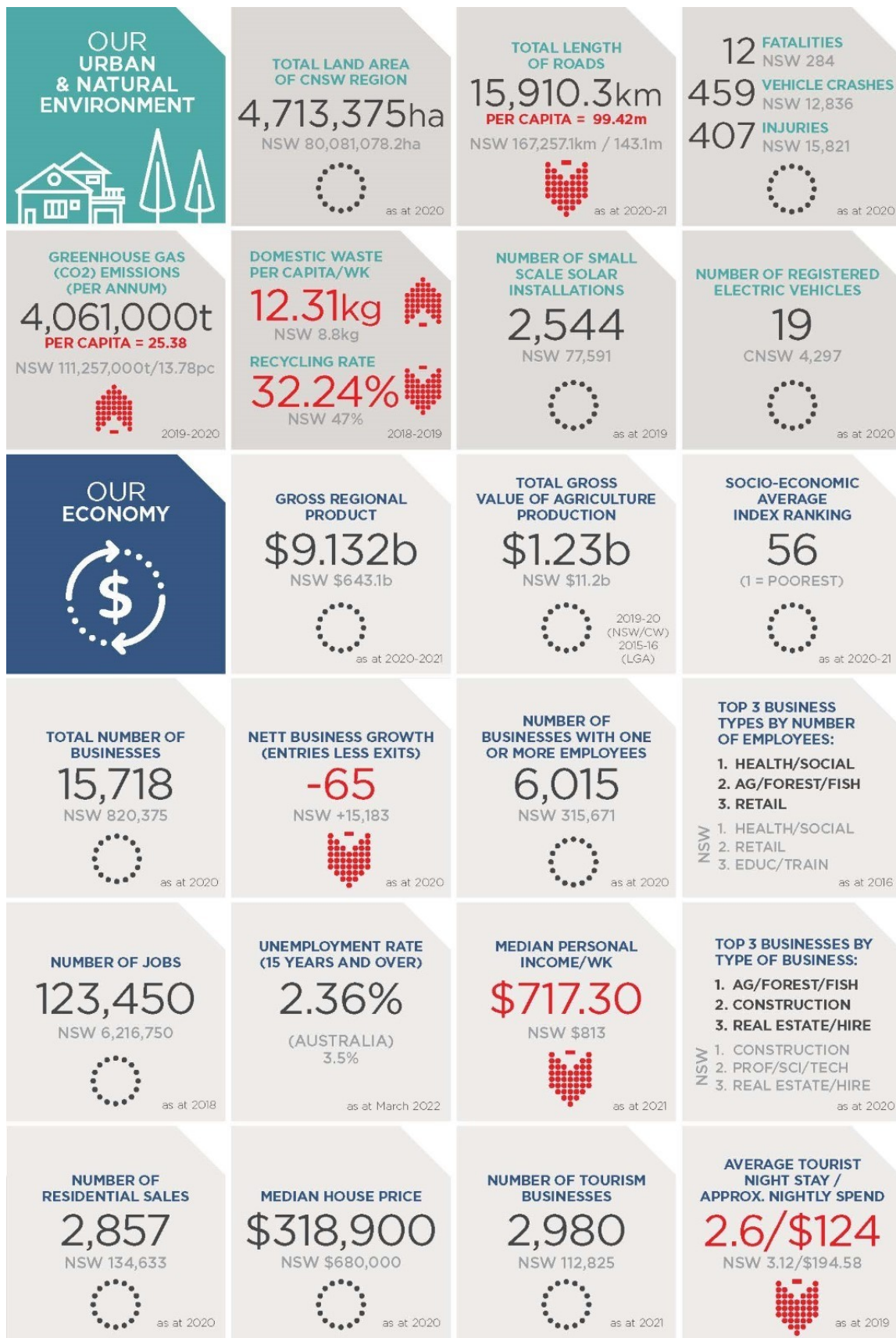


**Central NSW Joint Organisation (CNSWJO) provides strong cohesive leadership that aligns all tiers of government to deliver our region's community derived strategic priorities. CNSWJO has co-ordinated this project.**

Our member councils Bathurst Regional Council, Blayney Shire Council, Cabonne Council, Cowra Shire Council, Forbes Shire Council, Lachlan Shire Council, Oberon Council, Orange City Council, Parkes Shire Council, and Weddin Shire Council all have unique strengths and weaknesses which shape their individual opportunities and challenges, as does the region.







## HOW TO READ THIS DOCUMENT

The data included has been collated under four themes which reflect the quadruple bottom line: community, economy, urban and natural environment, and community leadership.

For the purposes of this analysis the Central NSW region includes the ten local government areas of Bathurst, Blayney, Cabonne, Cowra, Forbes, Lachlan, Oberon, Orange, Parkes and Weddin has been compared to the same data for NSW.

The data included for CNSW is reflected as follows:



Indicates CNSW data is comparable with the state as a whole (or a comparison is not useful).



CNSW data shows a **higher result** which is **positive** compared to the state average.



CNSW data shows a **lower result** which is **positive** compared to the state average.



CNSW data shows a **higher result** which is **negative** compared to the state average.



CNSW data shows a **lower result** which is **negative** compared to the state average.

## SOURCING THE DATA

This Snapshot relies on data from a number of sources. These data sets are updated with varying frequency. The most recent and up-to-date data is included in the summary (and the date of its publication is provided in each data cell). This means that some data is older than others. The primary sources of data used in this Snapshot include:

- Australian Bureau of Statistics
- NSW Bureau of Crime Statistics and Research
- Transport for NSW road safety statistics
- SnapshotClimate.com.au
- NSW Health
- NSW Electoral Commission
- Destination NSW
- NSW Office of Local Government Comparative Report.

### HOMELESSNESS RATE (PER 10,000)

19.5%

NSW 50.5%



as at 2016



**FOR EXAMPLE:** This data tile demonstrates there is a much lower rate of homelessness in CNSW which is a **positive** result compared to the rate of homelessness per 100,00 people in NSW.

**Water**

Please request the full report that provides updates on advocacy by the region across multiple fronts in the strategic water planning and management space, including;

The Town Water Risk Reduction Program (TWRRP) has sought to work in partnership with the Local Water Utility (LWU) sector to reform the regulatory framework and, in response to a report by the NSW Auditor General, its management of this framework in support of LWUs.

As previously reported, the CNSWJO and some member Councils have been actively engaged throughout the course of this 2-year program to try and shape a fit-for-purpose framework that will deliver on the requirements of Councils and their communities as well as the state government and its regulatory agencies in the delivery of local water utility services. There has been a huge amount of work leading up to the release in July of the new Regulatory and Assurance Framework. With this completed, DPE Water are now focusing their efforts on the development of guidance to support the implementation of the new framework and on finalising reports from pilot projects including the CNSWJO pilot to codesign a potential regional approach to local water utility strategic planning.

The CNSWJO, together with Mayor Bill West representing LGNSW, have continued to participate in the TWRRP Stakeholder Advisory Panel and through this, discussions on various aspects of the program including the development of guidance notes, strategies on training and skills and an alternate funding model.

Concurrently, the state government continues to work on its suite of strategic water management plans including the development of the Regional Water Strategies for the Lachlan and Macquarie - Castlereagh catchments and on the rollout of actions from its 20-year State Water Strategy. This includes the release of a public consultation draft NSW Groundwater Strategy and work with the CNSWJO on a regional water loss management program under its Water Efficiency Program and Framework.

The Water report provides advice on submissions made through the Executive on draft guidance notes including for the Quality Assurance Framework and on Incident and Emergency Management for LWUs and seeks their endorsement.

It also sought the Board's endorsement of the submission made through the Executive on the Draft NSW Groundwater Strategy and for the final report on the CNSWJO Town Water Risk Reduction Program pilot to codesign a potential regional approach to local water utility strategic planning approved under the hand of the Chair.

A status update was provided on the CNSWJO Regional Water Loss Management Centres Project to codesign with DPE a JO level Regional Water Loss Management Centres approach to reduce non-revenue water and achieve greater water efficiencies for communities.

A separate Briefing Note No. 13 distributed by email and provided as an attachment to the Board details other consultative processes underway notably with regard to the Lachlan and Macquarie - Castlereagh Regional Water Strategies and the review of the Water Sharing Plan for the Macquarie-Bogan catchment.

Please request any supporting background.

## Regional Submissions

Members have forwarded requests for the JO to lodge submissions, where all advice provided is within existing policy. All are available on the CNSWJO website at <https://www.centraljo.nsw.gov.au/submissions/>

The Board has approved and/or endorses submissions for the

- Town Water Risk Reduction Program (TWRRP) proposed incident and emergency management framework for local water utilities, the TWRRP Quality Assurance framework for the department's regulation and assurance of local water and the DPE Water Draft NSW Groundwater Strategy;
- Town Water Risk Reduction Program pilot to codesign a potential regional approach to local water utility strategic planning
- AEMO on the region's discontent regarding unaccounted for energy where the current trajectory sees an increase in member councils' electricity bills of a total close to \$300k per year.

## Value to members

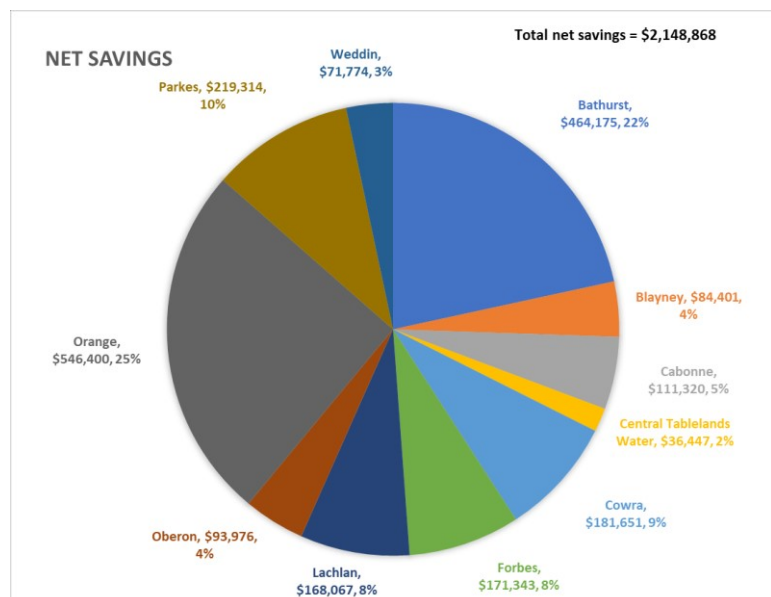
A snapshot of the value to members of the various activities undertaken by the JO for their members in the context of the CNSWJO Strategic Plan follows.

VALUE FOR MEMBERS 2020/2021	FY 19/20	FY 20/21	FY 21/22	FY 22/23
SUBMISSIONS	20	23	16	4
PLANS, STRATEGIES AND COLLATERAL	26	12	3	4
GRANTS SEEKING	3	3	0	
GRANT FUNDING RECEIVED	\$215k	\$736k	0	\$1.7m
COMPLIANCE	13	9	11	1
DATA	6	3	1	11
MEDIA INCLUDING SOCIAL MEDIA	13	18	25	2
COST SAVINGS	\$1.87m	\$2.2m	\$2.1m	
REPRESENTATION	147	159	210	33
OPPORTUNITIES COUNCILS HAVE BEEN AFFORDED	35	102	101	30

## Savings

The following chart shows the savings achieved by member councils through aggregated procurement and programming net of JO costs. An explanation of the meaning of each column has been reported previously and is available on request. The chart reflects the total savings for the 21/22 financial year.

Please contact Ms Jennifer Bennett, Executive Officer, 0428690935, with any queries regarding this advice.





**Minutes of the CNSWJO Board Meeting 12 October 2022 held in Sydney at LGNSW Board meeting****In Attendance**

Cr R Taylor	Bathurst Regional Council	Cr J Medcalf OAM	Lachlan Shire Council
Cr K Beatty	Cabonne Council	Cr A McKibbin	Oberon Council/UMCC
Cr B West	Cowra Shire Council	Cr J Hamling	Orange City Council
Cr C Roylance	Forbes Shire Council	Cr K Keith OAM	Parkes Shire Council

Mr A Cattermole	Bathurst Regional Council	Mr K Boyd	Parkes Shire Council
Mr M Dicker	Blayney Shire Council	Ms N Vu	Weddin Shire Council
Mr B Byrnes	Cabonne Council	Ms R Fagan	RDACW
Mr P Devery	Cowra Shire Council	Ms O West	Regional NSW
Mr S Loane OAM	Forbes Shire Council	Ms J Bennett	CNSWJO
Mr G Tory	Lachlan Shire Council	Ms M Macpherson	CNSWJO
Mr G Wallace	Oberon Council	Ms A Thomas	CNSWJO
Mr D Waddell	Orange City Council	Ms V Page	CNSWJO

Meeting opened at 12.35pm by Chair Cr Kevin Beatty

**1. Welcome from the Chair****2. Acknowledgement of Country****3. Apologies applications for a leave of absence by Joint Voting representatives**

Cr S Ferguson, Cr M Kellam, Cr P Miller, Cr C Bembrick, Cr D Somerville, Mr D Sherley, Mr B Byrnes, Mr G Rhodes, Mr W Sunderland

<b>Resolved</b>	<b>Cr J Hamling/Cr B West</b>
That the apologies for the Central NSW Joint Organisation Board meeting 12 October 2022 listed above be accepted.	

**4. Conflicts of Interest - Nil declared****5. Minutes**

**Confirmation of the Minutes of the CNSWJO Board Meeting 26 May 2022 held in Sydney at Club York.**

<b>Resolved</b>	<b>Cr K Keith/Cr B West</b>
That the Central NSW Joint Organisation Board confirm the Minutes of the CNSWJO Board Meeting 26 May 2022 held in Sydney at Club York.	

**6. Business Arising from the Minutes – Matters in Progress**

<b>Resolved</b>	<b>Cr J Medcalf/Mr J Hamling</b>
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.	

## 7. Reports on Statement of Regional Strategic Priority

### Priority One: Inter-Council Co-operation

#### a. Financial Report

<b>Resolved</b>	<b>Cr K Keith/Cr R Taylor</b>
That the Board note the Financial Report.	

#### b. Remuneration for the Chair and or other Mayors in their capacity as Board members for the Central NSW JO

<b>Resolved</b>	<b>Cr J Medcalf/Cr J Hamling</b>
That the report on the remuneration for the Chair and or other Mayors in their capacity as Board members for the Central NSW JO be resubbed to next meeting.	

#### c. Adoption of the draft Review Statement of Strategic Regional Priority for member comment

<b>Resolved</b>	<b>Cr R Taylor/Cr K Keith</b>
<p>That the Board note the report on progress on developing the Statement of Strategic Regional Priority (SSRP) for this term of the JO; and</p> <ol style="list-style-type: none"> <li>1. Adopt the Draft SSRP and provide to members for comment giving 30 days with an amendment adding               <ol style="list-style-type: none"> <li>7.4 Understanding our energy (including fuel and electricity) security, capacity and scalability;</li> </ol> </li> <li>2. Adopt the suite of associated strategies that inform the SSRP those being:               <ol style="list-style-type: none"> <li>I. The CNSWJO Strategy to 2025</li> <li>II. The CNSWJO Strategy Risk Management Plan</li> <li>III. Community Strategic Plans Environmental Scan</li> <li>IV. Local Strategic Planning Statement Environmental Scan</li> <li>V. Report from the CNSWJO Conference</li> </ol> </li> <li>3. Note that a report regarding the JO Structure, EO Performance Review, JO Communications' Plan and all policies including mandatory policy will come to the Board meeting in November;</li> <li>4. Adopt the "Regional PlaceMat" and commend members they provide representation to quality check-in meeting as part of GMAC for individual LGA PlaceMats;</li> <li>5. Receive advice on an enduring subcommittee to provide advocacy and strategic support to the Chair between meetings;</li> <li>6. Receive scoping advice a "Policy Lab" approach in collaboration with Charles Sturt University to growing engagement with key stakeholders including industry, peak bodies and Councillors; and</li> <li>7. Confirm the small-scale solar installations figure in the regional data.</li> </ol>	

### 1.00pm suspension of meeting

<b>Resolved</b>	<b>Cr J Hamling/Cr B West</b>
That the meeting be suspended to hear speakers.	

## 8. Speakers

Mr Scott Phillips Chief Executive Local Government NSW

### Actions:

- Scott to circulate to the Board the LGNSW submission to IPART on rate peg methodology.
- JO Board to write to follow up regarding Cr Keith's suggestion the Old Shires Association model be used with the JO Boundaries.
- JO Board to follow up with LGNSW regarding the advocacy for more cadetships with the State.

Ms Jenny Aitchison, MP Member for Maitland Shadow Minister for Regional Transport and Roads

Mr Greg Warren, MP Member for Campbelltown Shadow Minister for Local Government, Shadow Minister for Veterans, and Shadow Minister for Western Sydney

The Hon. Mick Veitch, MLC Shadow Minister for Regional NSW, Shadow Minister for Agriculture, and Shadow Minister for Western NSW

The Hon Rose Jackson, MLC Shadow Minister for Water, Housing and Homelessness

**Actions:**

- Follow up with Micks Offer to arrange a roundtable in region in November. Include Paul Scully re common planning assumptions.
- JO to coordinate a tour in the region

**3.10pm resumption of meeting**

<b>Resolved</b>	<b>Cr B West/Cr R Taylor</b>
That the meeting resume.	

**d. Health and Building Surveyors Skills Shortages Working Group**

<b>Resolved</b>	<b>Cr J Hamling/Cr R Taylor</b>
That the Board note the Health and Building Surveyors Skills Shortages report and <ol style="list-style-type: none"> <li>adopt the Terms of Reference for the Health and Building Surveyors Skills Shortages Working Group;</li> <li>send a joint delegation to meet with Minister Roberts; and</li> <li>seek advice on insurance to enable cross Council activity.</li> </ol>	

**e. Audit Risk and Improvement in Councils Report**

<b>Resolved</b>	<b>Cr K Keith/Cr A McKibbin</b>
That the Board note the report from the Audit Risk and Improvement in Councils Working Group on assurance mapping and <ol style="list-style-type: none"> <li>write to Statewide both thanking them for their advice and support to date and seeking advice and support for an affordable response to the draft OLG Guidelines on assurance mapping;</li> <li>advocate to the OLG that potential costs for assurance mapping are too high and to ensure that this is not mandatory; and</li> <li>write to all ARICs in the region providing advice on the Audit Risk and Improvement in Councils Working Group' TOR and current program welcoming any feedback.</li> </ol>	

**f. Energy Program**

<b>Resolved</b>	<b>Cr J Medcalf/Cr K Keith</b>
That the Board notes the report on the Energy Program and <ol style="list-style-type: none"> <li>note the current RACE for 2030 application has been stopped due to Essential Energy's withdrawal from the project at the last moment prior to project approval, and that other options are being explored to complete the work without Essential Energy;</li> <li>endorse the correspondence and submission to AEMO on the region's discontent regarding unaccounted for energy where the current trajectory sees an increase in member councils' electricity bills of a total close to \$300k per year;</li> <li>note the AER Regulatory Proposal Process is underway, with Southern Lights Group providing significant involvement in the public lighting aspects;</li> <li>adopt the CNSWJO Emissions Reduction Plan: Regional Opportunities and receive advice on implementing its recommendations;</li> <li>follow up on the LED lights roll out for Parkes; and</li> </ol>	

6. invite David Wilson, Manager Distribution Connections, Essential Energy to the next Board meeting.

**Priority Two: Regional Prosperity**

**g. Report of Regional Australia Institute event Regions Rising Canberra**

<b>Resolved</b>	<b>Cr B West/Cr J Medcalf</b>
That the Board note the report on the Regions Rising event and continue to advocate in collaboration with RDA Central West for shared priorities including:	
<ol style="list-style-type: none"> <li>1. co-hosting events and familiarisations in region for Federal representatives and bureaucrats;</li> <li>2. progressing the alignment between this region and precincts commitments by the Federal Government including ongoing engagement with the National Farmers' Federation;</li> <li>3. engaging with the Regional Australia Institute in progressing these ambitions;</li> <li>4. receive a report on opportunities afforded to the region from the Rebalance the Nation Framework; and</li> <li>5. seek a time to meet with Minister Kings Office and provide advice on the Dutch Model.</li> </ol>	

**Priority Four: Regional Water Security**

**h. Water Update**

<b>Resolved</b>	<b>Cr B West/Cr A McKibbin</b>
That the Board note the Regional Water report and:	
<ol style="list-style-type: none"> <li>1. endorse the submissions made through the Executive to the Town Water Risk Reduction Program (TWRRP) proposed incident and emergency management framework for local water utilities, the TWRRP Quality Assurance framework for the department's regulation and assurance of local water and the DPE Water Draft NSW Groundwater Strategy;</li> <li>2. endorse the final report on the CNSWJO Town Water Risk Reduction Program pilot to codesign a potential regional approach to local water utility strategic planning approved under the hand of the Chair; and</li> <li>3. seek to bring forward the work on Wyangala Business case.</li> </ol>	

**i. Upper Macquarie County Council (UMCC) Biosecurity Prosecution Fund Report**

<b>Resolved</b>	<b>Cr A McKibbin/Cr R Taylor</b>
That the Board note the report on the Biosecurity Prosecution Fund Report and	
<ol style="list-style-type: none"> <li>1. support UMCC seeking NSW Government support for the establishment of a Biosecurity Prosecution Fund where this decision not impact any existing State funding; and</li> <li>2. include this advice to LGNSW.</li> </ol>	

**j. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2019/2021**

<b>Resolved</b>	<b>Cr K Keith/Cr J Medcalf</b>
That the Board note the report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority.	

**9. Support for the Housing Plus Proposal for more affordable housing in the region.**

Jenny to send through the Confidential report to Olivia West.

**10. Regional NSW Update by Oliva West.**

- Will be developing a quarterly update of Liveability in Region and seeking support from Councils on data.
- RLE will hold a workshop on regional development/liveability meet biannually
- 27 October Chris Hanger Deputy Secretary to attend GMAC
- There will be regional NSW tours with senior bureaucrats
- REDS – make sure your comments are captured
- Stay on top of funding deeds in the lead up to the election

**11. Late Reports – Nil**

**12. Matters raised by Members**

Cr Keith is on the NSW Advisory Health Committee- if anyone has any thoughts please contact him.

**13. Speakers to next meeting**

- Essential Energy - Mr David Wilson
- IPART Workshop
- With support of MLC Mick Veitch - Shadows Round Table end of November/early December

**14. Next meeting**

**GMAC – 27 October 2022 – Orange**

**Board – 24 November 2022 – Forbes**

**Board – 1 December 2022 – Tentative (Administration online)**

**Meeting closed 4.40pm**

**Page 5 is the last page of the Central NSW Joint Organisation meeting 12 October 2022**



# State of the Environment Snapshot

## 2021-22

A State of the Environment (SoE) Report is an important management tool which aims to provide the community and Local Council with information on the condition of the environment in the local area to assist in decision-making.

Since 2007, the Councils of the Greater Central West Region of NSW (see map) have joined to produce Regional SoE Reports as part of Council reporting requirements.

Changes to NSW legislation mean that Councils are no longer required to produce SoE Reports each year, but only once every four years, in the year of the Council election.

However, the participating Councils have decided to continue reporting on an annual basis so that they can provide a detailed Regional SoE report that covers trends in the intervening years.

This is a brief snapshot of data for the Cabonne Local Government Area in 2021-22 across a range of environmental indicators as shown in the tables below. The tables provide an understanding of trends by comparing this year's data with an average of previous years.

### 2021-22 Highlights

- ➕ The area covered by mining and exploration titles has increased steadily over the past four years.
- ➕ The area protected in conservations areas and under voluntary conservation agreements has increased.
- ➕ The average annual household water use has declined over the past three years.
- ➖ The volume of recycled materials has declined over the past four years.
- ➕ Council's greenhouse gas emissions were at their lowest level in the past four years.

## Land

Issue	Indicator	2017-18	2018-19	2019-20	2020-21	2021-22	Trend
Contamination	Contaminated land sites - Contaminated Land Register (number)	2	2	2	2	2	➡
	Contaminated land sites - potentially contaminated sites (number)	0	0	2	2	2	➖
	Contaminated sites rehabilitated (number)	0	0	0	0	0	➡
Erosion	Erosion affected land rehabilitated (ha)			0	0	3	➡
Land use planning and management	Number of development consents and building approvals	363	220	247	495	346	➖
	Landuse conflict complaints (number)			0	0	0	➡
	Loss of primary agricultural land through rezoning (ha)	30	41	0	0	0	➕
Minerals & Petroleum	Number of mining and exploration titles			116	79	79	➕
	Area covered by mining and exploration titles (ha)	312,000	347,000	412,000	431,000	434,000	➖

➕ improvement      ➡ no or little change      ➖ worsening trend

Note - the trend is based on comparing the average of the four previous years of reporting with 2021-22



## Biodiversity

Issue	Indicator	2017-18	2018-19	2019-20	2020-21	2021-22	Trend
Habitat Loss	Total area in the National Parks Estate (ha)	38,867	38,882	38,882	38,882	38,746	→
	Total area of State Forests (ha)	14,517	14,516	14,517	14,517	14,480	↓
	Total area protected in Wildlife Refuges (ha)			8,881	8,881	8,881	→
	Area protected in conservation reserves & under voluntary conservation agreements (ha)	1,390	2,405	4,111	4,925	4,927	↑
	Extent of Traveling Stock Reserves in LGA (ha)		772	866	618	616	↓
	Proportion of Council reserves that is bushland/remnant vegetation	0%	0%	0%	0%	0%	→
	Habitat areas revegetated (ha)			0	0	0	→
	Clearing complaints (number)	3	1	10	1	2	↑
	Roadside vegetation management plan (yes/no)	Yes	Yes	Yes	Yes	Yes	→
	Roadside vegetation rehabilitated (ha)			5	0	0	↓
Threatened Species	Threatened species listed (number)			114	114	114	→
	Threatened species actions implemented (e.g. PAS, recovery plans) (number)	1	1	2	2	2	↑
	Fish restocking activities: native species (number)	4,877	3,000	0	23,927	1,916	↓
Noxious weeds and feral animals	Fish restocking activities: non-native species (number)	9,500	15,500	1,500	14,500	20,500	↓
	Number of declared priority weeds	95	96	98	104	105	↓
	Invasive species (listed priority or WONS) under active management	31	31	31	32	32	↑

## Towards Sustainability

Issue	Indicator	2017-18	2018-19	2019-20	2020-21	2021-22	Trend
Waste Generation	Total waste entombed at primary landfill (tonnes)				0	0	→
	Total waste entombed at other landfills (exc recyclables) (tonnes)				7,589	5,113	↑
	Average total waste generated per person (tonnes)				0.55	0.37	↑
	Average cost of waste service per residential household				\$397	\$405	↓
Hazardous/Liquid Waste	DrumMuster collections (number of drums)	7,005	10,905	8,808	9,691	10,081	↑
	Household Hazardous Wastes collected (kg)	5,544	6,630	5,038	2,902	851	↓
Reduce	Organics collected (diverted from landfill) (tonnes)				456	334	↓
	E-Waste collected (diverted from landfill) (tonnes)	8	16	19	5	0	↓
Recycle	Volume of material recycled (tonnes)	1,392	1,330	1,235	951	901	↓
	Volume of material recycled per person (kg)	103	97	91	70	66	↓
Littering and illegal dumping	Number of illegal waste disposal complaints to Council				10	5	↑
Engineering, Infrastructure and Civil Works	New road construction (km)	5	6	19	30	23	↓
	Road upgrades (km)	128	159	115	111	613	↓
Risk Management	Flood management plans/ flood mapping - increase in area covered (ha)				0	0	→
	Hazard reduction burns (number)				0	0	→
Climate Change Mitigation	Office paper used by Council (A4 & A3 reams)	770	1,093	547	785	747	↑
	Council sustainability initiatives (number)		7		7		→
	Council mitigation initiatives (number)					0	→
Council Greenhouse Gas Emissions	Annual electricity consumption for Council controlled facilities (MWh)	1,696	1,673	1,753	1,850	694	↑
	Annual natural gas consumption for Council controlled facilities (Gj)	0	0	0	0	0	→
	Annual bottled gas consumption for Council controlled facilities (L)		0	0	2,200	1,700	↓
	Total fuel consumption (KL)	694	661	711	571	499	↑
	Proportion of Council's electrical energy demand met from council-owned renewable energy infrastructure	0.0%	0.0%	0.0%	0.0%	0.0%	→
	Council total operational greenhouse gas emissions (tCO <sub>2</sub> -e/year)	7,083	7,267	7,472	7,517	6,217	↑
Community Greenhouse Gas Emissions	Small scale renewable energy uptake (kW installed)	1,050	1,534	1,825	2,441	2,424	↑
	Number of solar water heaters and heat pumps installed	9	9	7	2	3	↓

## Water and Waterways

Issue	Indicator	2017-18	2018-19	2019-20	2020-21	2021-22	Trend
Water extraction	Number of Water Supply Work Approvals from surface water sources			277	386	382	↓
	Volume of surface water permissible for extraction under licences (GL)			10	36	32	↓
	Actual volume extracted through surface water licences (GL)				6.5	0.55	↑
	Number of Water Supply Work Approvals from groundwater resources			3,121	3,071	3,061	↓
	Volume of groundwater permissible for extraction under licences (GL)			19	24	22	↓
	Actual volume extracted through groundwater licences (GL)			3.2	2.6	1.3	↑
Council water consumption	Area of irrigated Council managed parks, sportsgrounds, public open space (ha)	40	40	40	40	40	→
	Water used by council for irrigation (including treated and untreated) (ML)	5.5	6	20	20	53	↓
Town water consumption	Annual metered supply (ML)	235	250	250	250	160	↑
	Annual consumption (Total from WTP) (ML)	211	263	190	190	286	↓
	Average annual household mains potable water usage (KL)	184.9	149.6	149.6	117.4	110.7	↑
	Average level of water restrictions implemented	2.0	4.0	1.0	1.0	0.0	↑
	Water conservation programs (number)	1	1	1	1	1	→
	E.coli remote from wastewater treatment plants ( per 100ml)				0	0	→
Riparian	Riparian vegetation recovery actions (number)	4	4	2	2	2	↓
	Riparian vegetation recovery area (ha)	135	138	10	20	20	↓
Industrial/ Agricultural Pollution	Load Based Licensing Volume (kg)				0	0	→
	Exceedances of license discharge consent recorded (number)				0	0	→
	Erosion & Sediment Control complaints received by Council (number)			5	0	0	↑
Stormwater Pollution	Number of gross pollutant traps installed (number)				0	0	→
	Total catchment area of GPTs (ha)				0	0	→
	Water pollution complaints (number)				0	0	→
Town Water Quality	Number of instances drinking water guidelines not met	0	0	1	0	0	↑
	Number of drinking water complaints	0	0	3	4	2	↓

## People and Communities

Issue	Indicator	2017-18	2018-19	2019-20	2020-21	2021-22	Trend
Active community involvement	Environmental volunteers working on public open space (hours)	0	0	0	0	0	→
	Number of environmental community engagement programs				0	1	→
	Number of growers' markets/local food retailers specialising in local food			72	72	70	↓
Aboriginal Heritage	Number of Indigenous sites on AHIMS register	369	449	449	481	486	↑
	Inclusion in DCPs & rural strategies (yes/no)	No	No	Yes	Yes	Yes	↑
	Extent of liaison with Indigenous communities (self-assessed from 0 = none to 3 = High)	2.0	1.0	2.0	1.0	1.0	↓
	Development approvals on listed Indigenous sites (number)	3	0	0	1	0	↑
	Number of indigenous heritage management actions/responses	2	0	2	1	1	↓
Non-Aboriginal Heritage	NSW Heritage Items (number)	6	6	6	6	5	↓
	Locally listed heritage items (number)	317	317	317	317	317	→
	Actions to protect non-Indigenous heritage (including management plans) (number)	1	1	1	1	0	↓
	Heritage buildings on statutory heritage lists demolished/degraded in past year (number)	0	0	2	1	1	↓
	Heritage buildings on statutory heritage lists renovated/improved in past year (number)	3	0	5	5	3	↓



Cabonne Council  
101 Bank Street  
Molong NSW 2866

Phone: (02) 6392 3200  
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Mailing address

General Manager  
Cabonne Council  
P. O. Box 17  
Molong NSW 2866

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 30 October 2018	Heidi Thornberry Heather Nicholls	For Determination	PURCHASE OF LAND FROM TRANSPORT NSW IN WATSON STREET, MOLONG
<b>MOTION</b> (Oldham/Batten)			
THAT:			
<ol style="list-style-type: none"> <li>1. Pursuant to Sections 186 and 187 of the <i>Local Government Act 1993 (NSW)</i> Council compulsorily acquire the land forming part of the Great Western Railway proclaimed in Government Gazette No. 289 of 17.7.1885 Folio 4562 and Government Gazette No. 232 of 9.6.1885 Folio 3629, being the area marked as "Lot 1" on the plan attached to the report (the Land) for the purpose of flood infrastructure in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>.</li> <li>2. Council make an application to the Minister for Local Government and the Governor for the compulsory acquisition of the Land.</li> <li>3. Authority be granted to affix the Common Seal of Council to any acquisition documentation associated with the Land.</li> <li>4. The land to be acquired is to be classified as Community Land.</li> </ol>			
09 Nov 2022 - 11:19 AM - Heidi Thornberry			
Response recived from Council's solicitor - awaiting amended docs from TFNSW			
13 Oct 2022 - 4:03 PM - Heidi Thornberry			
Email sent to Councils solicitor			
13 Oct 2022 - 1:49 PM - Heidi Thornberry			
No new update			
15 Sep 2022 - 9:26 AM - Heidi Thornberry			
No new update			
10 Aug 2022 - 3:37 PM - Heidi Thornberry			
No new update			
09 Aug 2022 - 10:09 AM - Heidi Thornberry			
No new update			
14 Jul 2022 - 2:54 PM - Heidi Thornberry			
No new update			
16 Jun 2022 - 10:54 AM - Heidi Thornberry			
No new update			
23 May 2022 - 1:40 PM - Heidi Thornberry			
Land lodged under plan number DP 1284199. Plan with NSWLRS.			



Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM
<p>09 May 2022 - 2:17 PM - Heidi Thornberry Awaiting document</p> <p>05 Apr 2022 - 1:01 PM - Heidi Thornberry Awaiting document</p> <p>07 Mar 2022 - 11:43 AM - Heidi Thornberry Awaiting document</p> <p>08 Feb 2022 - 4:07 PM - Heidi Thornberry Awaiting document</p> <p>10 Nov 2021 - 9:46 AM - Heidi Thornberry Recent update from Messenger and Messenger -</p> <ol style="list-style-type: none"> <li>1. Converting the documents so that they can apply to the rail corridor land (as opposed to being easements/covenants in gross); and</li> <li>2. Making an application to LRS to put the rail corridor land into Transport Asset Holdings Entity of NSW's name and bring it under the Real Property Act.</li> </ol> <p>14 Oct 2021 - 11:16 AM - Heidi Thornberry Seal no longer required - COMPLETE</p> <p>16 Sep 2021 - 12:41 PM - Heidi Thornberry Awaiting document to affix seal</p> <p>05 Aug 2021 - 3:20 PM - Heidi Thornberry Awaiting document to affix seal</p> <p>13 Jul 2021 - 2:28 PM - Heidi Thornberry Awaiting document to affix seal</p> <p>08 Jun 2021 - 9:40 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>17 May 2021 - 8:44 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>15 Apr 2021 - 10:58 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>15 Mar 2021 - 1:46 PM - Heidi Thornberry Awaiting document to affix seal</p> <p>12 Feb 2021 - 8:53 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>02 Dec 2020 - 11:41 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>02 Nov 2020 - 12:14 PM - Heidi Thornberry As per Surendra's comment - Council has been advised that Governor has approved to declare the lot in question for the compulsory acquisition. Council submitted notice of compulsory acquisition via Gazzetal portal - therefore still awaiting to affix the seal</p> <p>14 Oct 2020 - 8:44 AM - Heidi Thornberry Awaiting a response or a copy of the gazette notice</p> <p>09 Sep 2020 - 8:55 AM - Heidi Thornberry</p>			

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Awaiting a response or a copy of the gazette notice  
 30 Jul 2020 - 3:34 PM - Heidi Thornberry  
 Awaiting a response or a copy of the gazette notice  
 13 Jul 2020 - 2:30 PM - Heidi Thornberry  
 Council's solicitor forwarded a draft compulsory acquisition notice to the OLG. Awaiting a response or a copy of the gazette notice  
 09 Jun 2020 - 1:39 PM - Heidi Thornberry  
 Awaiting document to affix seal  
 13 May 2020 - 11:12 AM - Heidi Thornberry  
 Awaiting document to affix seal  
 09 Apr 2020 - 10:02 AM - Heidi Thornberry  
 Awaiting document to affix seal  
 16 Mar 2020 - 10:12 AM - Heidi Thornberry  
 Awaiting document to affix seal  
 22 Jan 2020 - 9:44 AM - Heidi Thornberry  
 Awaiting document to affix seal  
 22 Jan 2020 - 9:28 AM - Heidi Thornberry  
 Awaiting document to affix seal  
 05 Dec 2019 - 4:08 PM - Heidi Thornberry  
 Awaiting document to affix seal  
 11 Nov 2019 - 3:44 PM - Heidi Thornberry  
 Awaiting document to affix seal  
 09 Oct 2019 - 4:45 PM - Heidi Thornberry  
 Awaiting document to affix seal  
 09 Sep 2019 - 11:32 AM - Heidi Thornberry  
 Awaiting document to affix seal  
 14 Aug 2019 - 3:07 PM - Heidi Thornberry  
 Awaiting document to affix seal  
 09 Jul 2019 - 9:31 AM - Heidi Thornberry  
 Awaiting document to affix seal  
 13 Jun 2019 - 3:51 PM - Heidi Thornberry  
 Awaiting document to affix seal  
 14 May 2019 - 12:12 PM - Heidi Thornberry  
 Awaiting document to affix seal  
 16 Apr 2019 - 12:04 PM - Heidi Thornberry  
 Awaiting document to affix seal  
 12 Mar 2019 - 10:02 AM - Heidi Thornberry  
 Awaiting document to affix seal  
 13 Feb 2019 - 12:54 PM - Heidi Thornberry  
 Awaiting document to affix seal



Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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06 Dec 2018 - 3:46 PM - Heidi Thornberry

Awaiting document to affix seal

15 Nov 2018 - 10:35 AM - Heidi Thornberry

Awaiting document to affix seal

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 28 July 2020	Heidi Thornberry Heather Nicholls	For Determination	COMPULSORY ACQUISITION OF EASEMENTS OVER CROWN LAND FOR PIPELINE AT ORANGE

### **MOTION** (Durkin/Nash)

THAT Council:

- Pursuant to Sections 186 and 187 of the *Local Government Act 1993 (NSW)* compulsorily acquire easements over the land ("Land") described as:
  - Crown land/Crown waterway located within/adjacent to the area of Lot 7001 DP 1000813;
  - Crown land/Crown waterway located within/adjacent to the area of Lot 12 DP 718922

for the purpose of an Easement for Water Supply as defined in Schedule 4A of the *Conveyancing Act 1919* in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.
- Gives authority to the General Manager to negotiate the terms of the acquisition on behalf of Council.
- Make an application to the Minister for Local Government and the Governor for the compulsory acquisition of the Land.
- Grant authority to affix the Common Seal of Council to any acquisition documentation associated with the land.

09 Nov 2022 - 11:19 AM - Heidi Thornberry

Awaiting document

13 Oct 2022 - 1:48 PM - Heidi Thornberry

Update from DGMI: Resurvey has been ordered on advice from Crown Lands. Aboriginal Lands Claim has been resolved. Acquisition proceeding.

Awaiting document

15 Sep 2022 - 9:26 AM - Heidi Thornberry

Awaiting document to affix seal

10 Aug 2022 - 3:37 PM - Heidi Thornberry

Awaiting document to affix seal

09 Aug 2022 - 10:09 AM - Heidi Thornberry

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

Awaiting document to affix seal  
 14 Jul 2022 - 2:54 PM - Heidi Thornberry  
 Awaiting document  
 16 Jun 2022 - 10:55 AM - Heidi Thornberry  
 Awaiting document  
 09 May 2022 - 2:17 PM - Heidi Thornberry  
 Awaiting document  
 05 Apr 2022 - 1:01 PM - Heidi Thornberry  
 Awaiting document  
 07 Mar 2022 - 11:43 AM - Heidi Thornberry  
 Awaiting document  
 08 Feb 2022 - 4:08 PM - Heidi Thornberry  
 Awaiting document  
 09 Nov 2021 - 2:37 PM - Heidi Thornberry  
 Comment from DGMI - Easement acquisition still under lands claim assessment. No new progress to report.  
 -----  
 Still awaiting document to affix seal  
 14 Oct 2021 - 11:18 AM - Heidi Thornberry  
 Awaiting document  
 16 Sep 2021 - 12:50 PM - Heidi Thornberry  
 Awaiting document  
 05 Aug 2021 - 3:25 PM - Heidi Thornberry  
 Awaiting document  
 13 Jul 2021 - 2:33 PM - Heidi Thornberry  
 Awaiting document  
 08 Jun 2021 - 9:40 AM - Heidi Thornberry  
 Awaiting document  
 17 May 2021 - 8:51 AM - Heidi Thornberry  
 Awaiting document  
 15 Apr 2021 - 12:30 PM - Heidi Thornberry  
 Awaiting document  
 15 Mar 2021 - 1:54 PM - Heidi Thornberry  
 Awaiting document  
 12 Feb 2021 - 8:55 AM - Heidi Thornberry  
 Comment by Surendra : Solicitor Messenger & Messenger is dealing with the Aboriginal Land Council and Office of Local Government for the issuance of PAN - in progress  
 03 Dec 2020 - 11:00 AM - Heidi Thornberry  
 Awaiting to affix seal  
 02 Nov 2020 - 12:25 PM - Heidi Thornberry

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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As per Surendra's comment - Council via Solicitor has lodged an application to OLG for approval to go for the compulsory acquisition. Awaiting the response from OLG. -

Awaiting to affix seal

14 Oct 2020 - 8:45 AM - Heidi Thornberry

Awaiting document to affix seal

08 Sep 2020 - 4:31 PM - Heidi Thornberry

Awaiting document to affix seal

30 Jul 2020 - 3:35 PM - Heidi Thornberry

Awaiting document to affix seal

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 28 July 2020	Matthew Christensen Matthew Christensen	For Determination	COMPULSORY ACQUISITION OF EASEMENTS OVER CROWN LAND FOR PIPELINE AT ORANGE

### **MOTION** (Durkin/Nash)

THAT Council:

1. Pursuant to Sections 186 and 187 of the *Local Government Act 1993 (NSW)* compulsorily acquire easements over the land ("Land") described as:
  - a) Crown land/Crown waterway located within/adjacent to the area of Lot 7001 DP 1000813;
  - b) Crown land/Crown waterway located within/adjacent to the area of Lot 12 DP 718922

for the purpose of an Easement for Water Supply as defined in Schedule 4A of the *Conveyancing Act 1919* in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.
2. Gives authority to the General Manager to negotiate the terms of the acquisition on behalf of Council.
3. Make an application to the Minister for Local Government and the Governor for the compulsory acquisition of the Land.
4. Grant authority to affix the Common Seal of Council to any acquisition documentation associated with the land.

14 Sep 2022 - 1:25 PM - Matthew Christensen

Resurvey has been ordered on advice from Crown Lands. Aboriginal Lands Claim has been resolved. Acquisition proceeding.

15 Jun 2022 - 1:24 PM - Matthew Christensen

Under progress. Council Solicitor is coordinating with the relevant government agencies.

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM
<p>10 May 2022 - 8:14 AM - Matthew Christensen Under progress. Coucillor Solicitor is coordinating with the relevant government agencies.</p> <p>07 Apr 2022 - 8:16 AM - Matthew Christensen Under progress. Coucillor Solicitor is coordinating with the relevant government agencies.</p> <p>08 Mar 2022 - 3:38 PM - Matthew Christensen Easement acquisition still under lands claim assessment. No new progress to report.</p> <p>09 Feb 2022 - 3:04 PM - Matthew Christensen Easement acquisition still under lands claim assessment. No new progress to report.</p> <p>08 Nov 2021 - 1:45 PM - Matthew Christensen Easement acquisition still under lands claim assessment. No new progress to report.</p> <p>16 Sep 2021 - 11:53 AM - Matthew Christensen Matter being consider under land claims issues. Has stalled whilst being negotiated.</p> <p>12 Aug 2021 - 9:18 AM - Matthew Christensen No new information. Council's Solicitor working through acquisition.</p> <p>19 Jul 2021 - 1:50 PM - Matthew Christensen No new information received from Council's solicitor on this matter - in progress.</p> <p>09 Jun 2021 - 11:46 AM - Robyn Little No new information received from Council's solicitor on this matter - in progress.</p> <p>13 May 2021 - 9:14 AM - Matthew Christensen In progress. Council's Solicitor working with government agencies to progress.</p> <p>15 Apr 2021 - 10:42 AM - Matthew Christensen In progress. Council's Solicitor working with government agencies to progress.</p> <p>11 Mar 2021 - 2:27 PM - Matthew Christensen Correspondening with Department Crown Lands to progress.</p> <p>03 Mar 2021 - 9:44 AM - Heidi Thornberry Action reassigned to Matthew Christensen by: Heidi Thornberry</p> <p>09 Feb 2021 - 9:28 AM - Surendra Sapkota Solicitor Messenger &amp; Messenger is dealing with the Aboriginal Land Council and Office of Local Government for the issuance of PAN - in progress</p> <p>08 Feb 2021 - 10:59 AM - Surendra Sapkota Solicitor- Messenger &amp; Messenger is dealing with Office of Local Government and Aboriginal Land Council for the issuance of the PAN - in progress.</p> <p>03 Dec 2020 - 2:48 PM - Surendra Sapkota Council Solicitor is dealing with Office of Local Government re issuance of PAN and the matter is in progress.</p> <p>13 Nov 2020 - 12:19 PM - Surendra Sapkota Awaiting response from OLG in this regard.</p> <p>15 Oct 2020 - 3:51 PM - Surendra Sapkota Council via Solicitor has lodged an application to OLG for approval to go for the compulsory acquisition. Awaiting the response from OLG.</p> <p>15 Oct 2020 - 2:43 PM - Surendra Sapkota Under progress. Coucillor Solicitor is coordinating with the relevant government agenncies.</p>			
Meeting	Officer/Director	Section	Subject

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

Ordinary Meeting 23 March 2021	Matthew Christensen Matthew Christensen	For Determination	ROAD RESUMPTION CHARLOTTE STREET, CANOWINDRA
<b>MOTION</b> (Durkin/Weaver)			
THAT Council:			
<div>1. Approve the resumption of the identified land on Charlotte Street, Canowindra by the Department of Education.</div> <div>2. Authorise the General Manager to execute all associated documentation to facilitate the road closure and dedication, and</div> <div>3. Authorise the application of Council Seal to necessary documentation.</div>			
<div>13 Oct 2022 - 4:08 PM - Heidi Thornberry</div> <div>Action reassigned to Matthew Christensen by: Heidi Thornberry</div> <div>16 Jun 2022 - 11:04 AM - Willson Wang</div> <div>Site inspection has been conducted and it seems like the work has been carried out. But not sure about the paper-work wise and willchase up to see if the paper work has been finished as per the job</div> <div>10 May 2022 - 9:02 AM - Heidi Thornberry</div> <div>Action reassigned to Willson Wang by: Heidi Thornberry</div> <div>09 Feb 2022 - 4:59 PM - Matthew Christensen</div> <div>Currently with Crown Lands Department to concur with proposal.</div> <div>08 Feb 2022 - 4:45 PM - Heidi Thornberry</div> <div>Action reassigned to Charlie Harris by: Heidi Thornberry</div> <div>08 Nov 2021 - 3:46 PM - Rachel Bailey</div> <div>Public consultation for 28 days completed - no comments against. Instruction to surveyor to prepare and forward the plan and associated documentation. Documentation completed and sent through to me. Then forwarded to Crown Lands for their signature on documents. Awaiting that signature and documentation return from Crown</div> <div>26 Oct 2021 - 11:32 AM - Nyssa Smith</div> <div>Progressing. No submissions received against. Surveyor is to prepare and send through finalised plan and associated documents for signatures and consents (subdivision certificates, s88B instrument)</div> <div>11 Aug 2021 - 10:35 AM - Rachel Bailey</div> <div>In Progress. Road gazettal information confirmed. Letter advice to utilities and newspaper notification drafted as per process.</div> <div>15 Jul 2021 - 12:52 PM - Rachel Bailey</div> <div>Process is ongoing. Section 138 licence for the fence erection within the road corridor, is signed and approved. Following the road closure steps as per process.</div>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 March 2021	Heidi Thornberry Heather Nicholls	For Determination	ROAD RESUMPTION CHARLOTTE STREET, CANOWINDRA
<b>MOTION</b> (Durkin/Weaver)			

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

THAT Council:

1. Approve the resumption of the identified land on Charlotte Street, Canowindra by the Department of Education.
2. Authorise the General Manager to execute all associated documentation to facilitate the road closure and dedication, and
3. Authorise the application of Council Seal to necessary documentation.

09 Nov 2022 - 11:19 AM - Heidi Thornberry  
Awaiting document to affix seal  
13 Oct 2022 - 1:49 PM - Heidi Thornberry  
Awaiting document to affix seal  
15 Sep 2022 - 9:27 AM - Heidi Thornberry  
Awaiting document to affix seal  
10 Aug 2022 - 3:37 PM - Heidi Thornberry  
Awaiting document  
09 Aug 2022 - 10:10 AM - Heidi Thornberry  
Awaiting document  
14 Jul 2022 - 2:54 PM - Heidi Thornberry  
Awaiting document  
16 Jun 2022 - 10:55 AM - Heidi Thornberry  
Awaiting document  
09 May 2022 - 2:17 PM - Heidi Thornberry  
Awaiting document  
05 Apr 2022 - 1:01 PM - Heidi Thornberry  
Awaiting document  
07 Mar 2022 - 12:18 PM - Heidi Thornberry  
Awaiting document  
08 Feb 2022 - 4:08 PM - Heidi Thornberry  
Awaiting document  
09 Nov 2021 - 3:00 PM - Heidi Thornberry  
Document with Crown Lands for signing. Awaiting document to affix seal.  
14 Oct 2021 - 11:20 AM - Heidi Thornberry  
Awaiting document to affix seal  
16 Sep 2021 - 12:51 PM - Heidi Thornberry  
Awaiting document to affix seal  
05 Aug 2021 - 3:20 PM - Heidi Thornberry  
Awaiting document to affix seal



Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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13 Jul 2021 - 2:33 PM - Heidi Thornberry  
Awaiting document to affix seal  
08 Jun 2021 - 9:39 AM - Heidi Thornberry  
Awaiting document to affix seal  
17 May 2021 - 9:21 AM - Heidi Thornberry  
Awaiting document to affix seal  
15 Apr 2021 - 12:01 PM - Heidi Thornberry  
Awaiting document to affix seal

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 March 2021	Matthew Christensen Matthew Christensen	For Determination	QUESTIONS FOR NEXT MEETING

#### **MOTION** (Oldham/Weaver)

THAT Council receive a report in relation to the following matters:

1. Council's A+ rating investment options, and the possibility of other banks coming to Molong.
2. Approach the Orange Mountain Bike Club to seek their views/opinions on the Mt Canobolas bike track and how they intend to use the facility.

14 Sep 2022 - 1:27 PM - Matthew Christensen  
Awaiting Crown Land concurrence for the proposal.  
15 Jun 2022 - 1:24 PM - Matthew Christensen  
Awaiting Crown Land concurrence for the proposal.  
10 May 2022 - 8:14 AM - Matthew Christensen  
Awaiting Crown Land concurrence for the proposal.  
07 Apr 2022 - 8:16 AM - Matthew Christensen  
Awaiting Crown Land concurrence for the proposal.  
08 Mar 2022 - 3:37 PM - Matthew Christensen  
Awaiting Crown Land concurrence for the proposal.  
09 Feb 2022 - 3:06 PM - Matthew Christensen  
Awaiting Crown Land concurrence for the proposal.  
08 Nov 2021 - 2:53 PM - Matthew Christensen  
No objections raised during public consultation. Has been forwarded to Crown Lands for concurrence.  
15 Sep 2021 - 1:35 PM - Matthew Christensen  
On public exhibition until end of September 2021.  
12 Aug 2021 - 9:09 AM - Matthew Christensen

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Stakeholder engagement proceeding.  
 09 Jun 2021 - 11:56 AM - Robyn Little  
 Approval from Dpt of Education received. Community Consultation process will now commence.  
 13 May 2021 - 9:17 AM - Matthew Christensen  
 Documentation with Department of Education for signing.  
 15 Apr 2021 - 12:54 PM - Matthew Christensen  
 Progressing through paperwork. Have provided information to Department of Education.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 June 2021	Charlie Harris Matthew Christensen	For Determination	BORENORE DAM WATER SUPPLY FACILITY - UNAUTHORISED DWELLING

### **MOTION** (Treavors/Oldham)

THAT Council take necessary actions to require the relocation of an unauthorised building from the foreshore of the Borenore Dam Water Supply Facility.

18 Oct 2022 - 12:09 PM - Charlie Harris  
 PWA inspecting dam in consideration of declassifying it as a dam. This will remove the Health classification and enable negotiation on options with the owner  
 11 Aug 2022 - 2:47 PM - Heidi Thornberry  
 Continuing to progress  
 11 Jul 2022 - 1:30 PM - Charlie Harris  
 In progress  
 16 Jun 2022 - 1:51 PM - Heidi Thornberry  
 In progress  
 12 May 2022 - 9:48 AM - Charlie Harris  
 Dam Safety have advised it is an issue for Council to resolve. Consideration of de-registering Borenore Dam is on process  
 09 Feb 2022 - 5:06 PM - Charlie Harris  
 Dam Safety Audit personnel to attend on 9 March. Discussions to be had with them as to strategy.  
 Position for Urban Infrastructure will be to instruct Planning to undertake necessary action to have the premises removed and any septic or waste from the site to be appropriately disposed of.  
 08 Feb 2022 - 4:45 PM - Heidi Thornberry  
 Action reassigned to Charlie Harris by: Heidi Thornberry  
 08 Nov 2021 - 4:13 PM - Rachel Bailey  
 In process. Investigations continuing  
 11 Aug 2021 - 10:41 AM - Rachel Bailey  
 In progress. Investigations will continue from the Infrastructure department.  
 02 Aug 2021 - 12:49 PM - Heidi Thornberry  
 Action reassigned to Rachel Bailey by: Heidi Thornberry  
 12 Jul 2021 - 10:30 AM - Heather Nicholls

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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noted. NFA from services on asset matter. COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Heidi Thornberry Heather Nicholls	Confidential Items	TENDER RECOMMENDATION RFT 10039031-MOLONG SHOWGROUND AMENITIES BUILDING

### **RECOMMENDATION** (Durkin/Jones)

THAT Council:

1. Note the tender assessment RFT10039031 for Molong Showgrounds Amenities Building, prepared by NSW Public Works Authority.
2. Resolve to accept the tender of Adaptive Interiors for \$301,818.00 (excl GST) for the construction of the Molong Showgrounds Amenities Building.
3. Authorise the General Manager to enter into a contract with Adaptive Interiors for \$301,818.00 (excl GST) for the construction of the Molong Showgrounds Amenities Building.
4. Authorise any variation to the contract for the project provided the variations are contained within the overall approved budget.
5. Authorise the General Manager to notify unsuccessful tenderers in writing.

21 Oct 2022 - 2:27 PM - Heidi Thornberry

Letter of award Doc 1336934 - Managed by PWA  
COMPLETE

13 Oct 2022 - 4:04 PM - Heidi Thornberry

Awaiting information - follow up email sent to Infrastructure

15 Sep 2022 - 9:27 AM - Heidi Thornberry

Awaiting Contract

10 Aug 2022 - 3:36 PM - Heidi Thornberry

Awaiting Contract

14 Jul 2022 - 2:54 PM - Heidi Thornberry

Awaiting Contract

16 Jun 2022 - 10:55 AM - Heidi Thornberry

Awaiting Contract

09 May 2022 - 2:17 PM - Heidi Thornberry

Awaiting Contract

05 Apr 2022 - 2:53 PM - Heidi Thornberry

Awaiting Contract

05 Apr 2022 - 1:02 PM - Heidi Thornberry

Awaiting contract

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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10 Mar 2022 - 12:25 PM - Heidi Thornberry  
Awaiting contract  
08 Feb 2022 - 4:09 PM - Heidi Thornberry  
Awaiting info  
09 Nov 2021 - 2:32 PM - Heidi Thornberry  
awaiting information  
14 Oct 2021 - 11:20 AM - Heidi Thornberry  
Awaiting information  
16 Sep 2021 - 12:53 PM - Heidi Thornberry  
Awaiting information  
05 Aug 2021 - 3:24 PM - Heidi Thornberry  
Contracts Register template sent to Urban Services Coordinator, awaiting information

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Heidi Thornberry Heather Nicholls	Confidential Items	TENDER RECOMMENDATION RFT 10039041 -MOLONG & CANOWINDRA LIGHTING UPGRADE

### **RECOMMENDATION** (Newsom/Durkin)

THAT Council:

1. Note the tender assessment RFT10039041 for Molong and Canowindra Sports Lighting Upgrade.
2. Resolve to accept the tender of Central West Electrical Contractors P/L for \$788,529.10 (exl GST) for the Molong and Canowindra Sports Lighting Upgrade.
3. Authorise the General Manager to enter into a contract with Central West Electrical Contractors P/L for \$788,529.10 (exl GST) for the Molong and Canowindra Sports Lighting Upgrade.
4. Authorise any variation to the contract for the project provided the variations are contained within the overall approved budget.
5. Authorise the General Manager to notify unsuccessful tenderers in writing.

21 Oct 2022 - 2:26 PM - Heidi Thornberry  
Letter of award 1336849 - Managed by PWA  
COMPLETE  
13 Oct 2022 - 4:04 PM - Heidi Thornberry  
Awaiting information - follow up email sent to Infrastructure  
15 Sep 2022 - 9:27 AM - Heidi Thornberry  
Awaiting Contract  
10 Aug 2022 - 3:36 PM - Heidi Thornberry

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Awaiting Contract  
 14 Jul 2022 - 2:54 PM - Heidi Thornberry  
 Awaiting Contract  
 16 Jun 2022 - 10:55 AM - Heidi Thornberry  
 Awaiting Contract  
 09 May 2022 - 2:17 PM - Heidi Thornberry  
 Awaiting Contract  
 05 Apr 2022 - 2:53 PM - Heidi Thornberry  
 Awaiting Contract  
 05 Apr 2022 - 1:03 PM - Heidi Thornberry  
 Awaiting Contract  
 10 Mar 2022 - 12:25 PM - Heidi Thornberry  
 Awaiting contract  
 08 Feb 2022 - 4:09 PM - Heidi Thornberry  
 Awaiting info  
 09 Nov 2021 - 2:31 PM - Heidi Thornberry  
 awaiting information  
 14 Oct 2021 - 11:20 AM - Heidi Thornberry  
 Awaiting information  
 16 Sep 2021 - 12:57 PM - Heidi Thornberry  
 Awaiting information  
 05 Aug 2021 - 3:25 PM - Heidi Thornberry  
 Contracts Register template sent to Urban Services Coordinator, awaiting information

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 March 2022	Heidi Thornberry Heather Nicholls	For Determination	EUGOWRA MULTI-PURPOSE CENTRE - ENGAGEMENT OF CONSTRUCTION CONTRACTOR

### **MOTION** (Pull/Jones)

THAT the Council:

1. Endorse the General Manager's acceptance of negotiated price submission of \$1,126,441.00 (excl. GST) for the design and construction of the Eugowra Multi-purpose Centre.
2. Approve the increased costs of project delivery and the need to increase the project budget by \$316,000, to be funded from the Capital Works Reserve and be recognised in the third quarter budget review.

21 Oct 2022 - 4:22 PM - Heidi Thornberry

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Ltr of award doc 1353853 - Managed by PWA  
COMPLETE

13 Oct 2022 - 4:20 PM - Heidi Thornberry

Awaiting information - follow up email sent to Infrastructure

15 Sep 2022 - 9:27 AM - Heidi Thornberry

Awaiting document

10 Aug 2022 - 3:36 PM - Heidi Thornberry

Awaiting document

14 Jul 2022 - 2:54 PM - Heidi Thornberry

Awaiting document

16 Jun 2022 - 10:56 AM - Heidi Thornberry

Awaiting document

09 May 2022 - 2:42 PM - Heidi Thornberry

Awaiting document

05 Apr 2022 - 2:43 PM - Heidi Thornberry

Awaiting document

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 26 April 2022	Heidi Thornberry Heather Nicholls	Confidential Items	TENDER EVALUATION CUDAL OFFICE RENOVATION
<b>MOTION</b> (Weaver/Oldham)			
<p>THAT Council accept the tender from Renascent Regional Pty Ltd for the renovation of the council office in Cudal, under Contract No 1299000 for the value of \$749,997 (ex. GST), and subject to variations.</p>			
<p>09 Nov 2022 - 11:20 AM - Heidi Thornberry</p> <p>Awaiting information</p> <p>13 Oct 2022 - 4:20 PM - Heidi Thornberry</p> <p>Awaiting information - follow up email sent to Infrastructure</p> <p>15 Sep 2022 - 9:28 AM - Heidi Thornberry</p> <p>Awaiting information</p> <p>10 Aug 2022 - 3:36 PM - Heidi Thornberry</p> <p>Awaiting information</p> <p>14 Jul 2022 - 2:54 PM - Heidi Thornberry</p> <p>Awaiting information</p> <p>16 Jun 2022 - 10:56 AM - Heidi Thornberry</p> <p>Awaiting information</p> <p>09 May 2022 - 2:57 PM - Heidi Thornberry</p> <p>Awaiting information</p>			



Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 May 2022	Matthew Christensen Matthew Christensen	For Determination	BANK STREET MOLONG MASTERPLAN - PETITION RECEIVED BY COUNCIL
<p><b><u>MOTION</u></b> (Batten/Oldham)</p> <p>THAT Council does not accept the petition objecting to the planning of the trees in Bank Street, only accepts correspondence with an address and signatory identified and seeks a report at a future meeting on the matter.</p> <p>14 Sep 2022 - 3:49 PM - Matthew Christensen Report to be brought forward to October 2022 Ordinary Council meeting.</p> <p>15 Jun 2022 - 12:58 PM - Matthew Christensen Letter advising Chief Petition has been sent. Report to be provided to Council regarding the design process.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 May 2022	Rebecca Johnson Bradley Byrnes	For Determination	QUESTIONS FOR NEXT MEETING
<p><b><u>MOTION</u></b> (Nash/Weaver)</p> <p>THAT Council receive a report in relation to the following:</p> <ol style="list-style-type: none"> <li>1. Age of Fishes Museum Management;</li> <li>2. Montana Park Trees; and</li> <li>3. Flag at Yeoval Memorial Hall.</li> </ol> <p>10 Nov 2022 - 11:47 AM - Rebecca Johnson Age of Fishes Advisory Committee now operational.</p> <p>Committee will provide relevant updates to Council via Community Economy and Culture Committee.</p> <p>No further action.</p> <p>Complete</p> <p>11 Aug 2022 - 1:15 PM - Rebecca Johnson Council awaiting response from Age of Fishes Board to provide report to Council in September</p> <p>14 Jul 2022 - 10:28 AM - Rebecca Johnson Age of Fishes report to be prepared for August meeting.</p>			

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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15 Jun 2022 - 8:29 AM - Rebecca Johnson Age of Fishes update provided to the Community, Economy and Culture Committee - with a formal update to be provided to Council at the August meeting.			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 May 2022	Matthew Christensen Matthew Christensen	For Determination	QUESTIONS FOR NEXT MEETING
<p><b><u>MOTION</u></b> (Nash/Weaver)</p> <p>THAT Council receive a report in relation to the following:</p> <ol style="list-style-type: none"> <li>1. Age of Fishes Museum Management;</li> <li>2. Montana Park Trees; and</li> <li>3. Flag at Yeoval Memorial Hall.</li> </ol> <p>29 Sep 2022 - 3:18 PM - Nyssa Smith Montana Park Trees have been completed.</p> <p>15 Jun 2022 - 12:55 PM - Matthew Christensen Reports on Montana Park Trees and Yeoval Memorial Hall flag pole will be brought to July Infrastructure Committee meeting.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 28 June 2022	Willson Wang Matthew Christensen	For Determination	PROPOSED ROAD NAMING - DA-2022-0084-SUBDIVISION LOT 101 DP 1282584,CEMETERY ROAD, MOLONG
<p><b><u>MOTION</u></b> (Weaver/Nash)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Proceed with public consultation proposing to name the road identified in the report as "Penrose Drive"; and</li> <li>2. Should no objections be received, Council proceed with the naming of the road as "Penrose Drive" in accordance with Section 162 of the Roads Act, 1993.</li> </ol> <p>12 Sep 2022 - 9:27 AM - Willson Wang Geographic naming Borading is not satified with road type being Drive as the Drive donest reflect the characteristics of cul de sac. Type Close has been proposed and agreed by both Geographic Naming board and the develpoer. Therefore the final naming is now Penrose Close for this proposed road under the DA2022-0084.</p>			

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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11 Aug 2022 - 9:26 AM - Willson Wang

have fromally summibit the naming proposal to Geographic Naming Board to approv.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 28 June 2022	Chris Jackson Matthew Christensen	Confidential Items	CONTRACT 1299002 - RECOMMENDATION AWARD - CANOWINDRA GRANDSTAND & CHANGEROOMS-TILGA ST CANOWINDRA

### **RECOMMENDATION** (Weaver/Jones)

THAT Council:

1. Resolve to accept the tender of Hines Construction Pty Ltd for \$1,799,610.00 (excl. GST) for the construction of the Canowindra Grandstand and Change – Tilga Street Canowindra under contract number 1299002
2. Authorise any variation to the contract for the project provided the variations are contained within the overall approved budget.

08 Nov 2022 - 11:25 AM - Chris Jackson

CABONNE COUNCIL ENTERED INTO CONTRACT WITH HINES CONSTRUCTION \_1299002

11 Aug 2022 - 10:08 AM - Chris Jackson

CONTRACT 1299002 HAS BEEN AWARDED TO HINES CONSTRUCTION - CANOWINDRA GRANDSTAND\_CHANGEROOMS - TILGA ST CANOWINDRA

14 Jul 2022 - 12:48 PM - Chris Jackson

CABONNE COUNCIL TO ENTER INTO CONTRACT WITH HINES CONSTRUCTIONS FOR THE CONSTRUCTION OF CANOWINDRA GRANDSTAND\_CHANGEROOMS TILGA STREET - 1299002

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 26 July 2022	Bradley Byrnes Bradley Byrnes	For Determination	QUESTIONS FOR NEXT MEETING

### **MOTION** (Nash/Jones)

THAT a report be presented to a future Council meeting regarding Canowindra Aged Living/Canowindra Health One, following the determination of land for the proposed Canowindra Health One.

12 Oct 2022 - 10:19 AM - Robyn Little

No further information/advice received.

29 Aug 2022 - 11:22 AM - Robyn Little

Timing of report will be determined by any updates from NSW Health regarding the proposed medical centre in Canowindra. No update has been provided to council recently.

Meeting	Officer/Director	Section	Subject
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Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:  Printed: Thursday, 10 November 2022 2:56:09 PM
Action Sheets Report			
Ordinary Meeting 26 July 2022	Matthew Christensen Matthew Christensen	For Determination	MAYORAL MINUTE - ACCOUNTING TREATMENT OF RURAL FIRE SERVICE ('RED FLEET') ASSETS
<b><u>RECOMMENDATION</u></b> (Beatty/-)			
THAT Council:			
<ol style="list-style-type: none"> <li>Writes to the local State Member the Hon Phil Donato, the Treasurer the Hon Matt Kean MP, Minister for Emergency Services and Resilience the Hon Stephanie Cook MP and the Minister for Local Government Wendy Tuckerman MP: <ol style="list-style-type: none"> <li>Expressing Council's objection to the NSW Government's determination on ownership of Rural Fire Service assets;</li> <li>Advising of the impact of the Government's position on Council finances of this accounting treatment;</li> <li>Informing that Council will not carry out RFS assets stocktakes on behalf of the NSW Government and will not record RFS assets in Cabonne Council's financial statements;</li> <li>Calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS; and</li> <li>Amending s119 of the <i>Rural Fires Act 1997</i> so that the effect is to make it clear that RFS assets are not the property of councils.</li> </ol> </li> <li>Writes to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers and Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC: <ol style="list-style-type: none"> <li>Advising Members of Cabonne Council's position, including providing copies of correspondence to NSW Government Ministers; and</li> <li>Seeking Members' commitments to support NSW Councils' call to amend the <i>Rural Fires Act 1997</i> as set out in correspondence.</li> </ol> </li> <li>Writes to the Auditor General advising that notwithstanding any overtures of future qualified audits, it will not carry out RFS stocktakes on behalf of the NSW Government and will not record RFS assets in Cabonne Council's financial statements, noting that the State Government's own Local Government Accounting Code of Practice and Financial Reporting provides for councils to determine whether or not they record the RFS assets as council assets.</li> </ol>			

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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4. Council promotes these messages via its digital and social media channels and via its networks.
5. Re-affirms its complete support of and commitment to local RFS brigades noting that Cabonne Council's action is entirely directed towards the NSW Government's nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a cynical financial sleight of hand abdicating the NSW Government's responsibilities at the cost of local communities.
6. Affirms its support to Local Government NSW (LGNSW) and requests LGNSW continue advocating on Council's behalf to get clarification finally from the State Government about the accounting treatment of RFS assets

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 26 July 2022	Matthew Christensen Matthew Christensen	For Determination	AUDITOR-GENERAL'S REPORT - RURAL FIREFIGHTING EQUIPMENT
<b>RECOMMENDATION</b> (Weaver/Batten)			
THAT council continue to not recognise the Rural Fire Service ('Red Fleet') Assets in its upcoming 2021/2022 financial statements.			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 August 2022	Rebecca Johnson Bradley Byrnes	For Determination	CABONNE ECONOMY, TOURISM AND CULTURE ADVISORY COMMITTEE
<b>MOTION</b> (Jones/Oldham)			
THAT council appointments Tania Lampe, Robert Carroll, Chris May, Alf Cantrell, Ronald Hay, Claire Romeo and Leanne White, with Jan Kerr and Sean Haynes as alternate members to the Economy, Tourism and Culture Advisory Committee.			
10 Nov 2022 - 11:46 AM - Rebecca Johnson Letters have been sent to successful community members, and date set for first meeting.			
Complete 27 Sep 2022 - 3:06 PM - Rebecca Johnson The CEC Committee will appoint Council representatives to the ETC Committee, and arrange an initial meeting date at their meeting in October.			
Meeting	Officer/Director	Section	Subject

Outstanding Actions

Division:

Committee:

Officer:

Ordinary Meeting

Date From:

Date To:

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Ordinary Meeting 23 August 2022

Laura Lewis-Minogue

Bradley Bymes

For Determination

EVENTS ASSISTANCE PROGRAM

MOTION (Nash/Pull)

THAT council endorse under its 2022/23 Event Assistance Program:

1. \$2,000 for the Orange Region Vignerons Association (ORVA).

2. \$1,000 for the Central West Disc Golf

3. \$1,000 for the Canowindra CWA Branch

09 Nov 2022 - 9:05 AM - Laura Lewis-Minogue

awaiting aquital

13 Oct 2022 - 2:08 PM - Laura Lewis-Minogue

Invoices been processed. Awaiting aquittal

25 Aug 2022 - 3:21 PM - Laura Lewis-Minogue

Documents collated and outcome letters sent. Awaiting invoices

Meeting

Officer/Director

Section

Subject

Ordinary Meeting 23 August 2022

Matthew Christensen

Matthew Christensen

Confidential Items

REQUEST FOR TENDER FOR PEAK HILL ROAD UPGRADE-SURVEY & DESIGN

RECOMMENDATION (Nash/Batten)

THAT council:

1. Resolve to accept the tender of Mitchel Hanlon Consulting Pty Ltd for \$234,638.30 (excl. GST) for the survey and design of the Peak Hill Road Upgrade under contract number 1410085.

2. Authorise any variation to the contract for the works provided the variations are contained within the overall approved budget.

04 Oct 2022 - 5:03 PM - Heidi Thornberry

Action reassigned to Matthew Christensen by: Heidi Thornberry

04 Oct 2022 - 4:57 PM - Heidi Thornberry

Action completed by: Heidi Thornberry

27/09/22

29 Sep 2022 - 3:57 PM - Nyssa Smith

Signed Contract received. COMPLETED

Meeting

Officer/Director

Section

Subject



Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Ordinary Meeting 23 August 2022	Matthew Christensen Matthew Christensen	For Determination	CONTROL OF RFS ASSETS - RURAL FIREFIGHTING EQUIPMENT
<b>RECOMMENDATION</b> (Rawson/Nash)			
That council:			
<ol style="list-style-type: none"> <li>1. Confirms that it does not control the Rural Firefighting Equipment that has been vested to Council under the Rural Fires Act 1997, in accordance with the provisions of the Australian Accounting Standards and associated pronouncements; and</li> <li>2. Consistent with the requirements of the Australian Accounting Standards, not recognise this rural firefighting equipment in the Council's annual financial statements and include a notation in the annual financial statements to this effect.</li> </ol>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 August 2022	Willson Wang Matthew Christensen	Confidential Items	REQUEST FOR TENDER FOR PEAK HILL ROAD UPGRADE-SURVEY & DESIGN
<b>RECOMMENDATION</b> (Nash/Batten)			
THAT council:			
<ol style="list-style-type: none"> <li>1. Resolve to accept the tender of Mitchel Hanlon Consulting Pty Ltd for \$234,638.30 (excl. GST) for the survey and design of the Peak Hill Road Upgrade under contract number 1410085.</li> <li>2. Authorise any variation to the contract for the works provided the variations are contained within the overall approved budget.</li> </ol>			
12 Sep 2022 - 9:37 AM - Willson Wang			
Contacts are in the process to print out and signed by us and contractor.			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 September 2022	Matthew Christensen Matthew Christensen	For Determination	PROPOSED ROAD CLOSURE - DUNGEON ROAD, VITTORIA
<b>MOTION</b> (Nash/Batten)			
THAT Council endorse the public exhibition of the proposed partial road closure of Dungeon Road, Vittoria.			

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Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 September 2022	Matthew Christensen Matthew Christensen	For Determination	2022 NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS
<p><b><u>MOTION</u></b> (Weaver/Nash)</p> <p>THAT Council nominate attendance of the Mayor or his representative at the 2022 National Local Roads and Transport Congress</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 September 2022	Matthew Christensen Matthew Christensen	For Determination	CABONNE COUNCIL ROADS ADVISORY COMMITTEE - DETERMINATION OF BUS OPERATOR AND HEAVY VEHICLE INDUSTRY REPRESENTATIVES
<p><b><u>MOTION</u></b> (Nash/Batten)</p> <p>THAT council resolve to accept the expressions of interest applications of Brooke Bingham, Ted Ryan, Andrew Hughes and Oliver Stone as Bus Operator and Heavy Vehicle Industry representative membership to the Roads Advisory Committee.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 September 2022	Rebecca Johnson Bradley Byrnes	For Determination	QUESTIONS FOR NEXT MEETING
<p><b><u>MOTION</u></b> (Pull/Nash)</p> <p>THAT Council receive a report in relation to Council's investment return from Arts OutWest.</p> <p>10 Nov 2022 - 11:45 AM - Rebecca Johnson Arts out West presented at November Workshop.</p> <p>No further action.</p> <p>Complete 13 Oct 2022 - 2:08 PM - Rebecca Johnson Arts out West have been asked to come present at Council Workshop in November</p>			
Meeting	Officer/Director	Section	Subject

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Ordinary Meeting 27 September 2022	Matthew Christensen Matthew Christensen	For Notation	RESOLUTIONS REGISTER - INFOCOUNCIL - ACTIONS REPORTING
<b><u>MOTION</u></b> (Jones/Nash)			
THAT the information be noted.			
<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>
Ordinary Meeting 27 September 2022	Matthew Christensen Matthew Christensen	For Determination	FIXING LOCAL ROAD FUNDING ROUND 4 - ENDORSEMENT OF NOMINATED PROJECTS
<b><u>RECOMMENDATION</u></b> (Jones/Oldham)			
THAT council endorse the funding applications for Amaroo Road, Bocobra Road and Longs Corner Road under the Fixing Local Roads Program Round 4.			
<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>
Ordinary Meeting 27 September 2022	Nathan Stubberfield Heather Nicholls	Confidential Items	MID-SCALE SOLAR PLANT UPDATE
<b><u>RECOMMENDATION</u></b> (Rawson/Weaver)			
THAT council note the mid-scale solar plant update report.			
31 Oct 2022 - 1:17 PM - Nathan Stubberfield COMPLETE.			
<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>
Ordinary Meeting 27 September 2022	Chris Polain Bradley Bymes	For Determination	POLICY REGISTER - REVIEW BY COUNCIL WITHIN 12 MONTHS OF ELECTION
<b><u>MOTION</u></b> (Rawson/Batten)			
THAT the policies listed in the report detailed "minor changes" be re-adopted.			
<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>

Outstanding Actions

Action Sheets Report

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Ordinary Meeting 27 September 2022

Dale Size  
Matthew Christensen

For Determination

RESOURCES FOR REGIONS PROGRAM - ROUND NINE

MOTION (Jones/Batten)

THAT Council hereby resolve itself into Committee of the Whole to discuss item 20.

07 Nov 2022 - 12:18 PM - Dale Size

NFa

21 Oct 2022 - 4:59 PM - Dale Size

C & E Team submitted Grant

COMPLETED

Meeting

Officer/Director

Section

Subject

Ordinary Meeting 27 September 2022

Laura Lewis-Minogue  
Bradley Byrnes

For Determination

EVENTS ASSISTANCE PROGRAM

MOTION (Nash/Weaver)

THAT council endorse under its 2022/23 Event Assistance Program:

1. \$3,000 for the Eugowra Masters of the Mandagery,

2. \$5,000 for the Eugowra Harness Racing Club Canola Cup Family Picnic Day.

09 Nov 2022 - 9:05 AM - Laura Lewis-Minogue

invoices paid. Awaiting aquital

13 Oct 2022 - 2:07 PM - Laura Lewis-Minogue

Documents collated and sent. Awaiting invoices

Meeting

Officer/Director

Section

Subject

Ordinary Meeting 27 September 2022

Dale Size  
Matthew Christensen

For Determination

EVENTS ASSISTANCE PROGRAM

MOTION (Nash/Weaver)

THAT council endorse under its 2022/23 Event Assistance Program:

1. \$3,000 for the Eugowra Masters of the Mandagery,

2. \$5,000 for the Eugowra Harness Racing Club Canola Cup Family Picnic Day.

07 Nov 2022 - 12:18 PM - Dale Size

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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NFA - COMPLETEED  
21 Oct 2022 - 5:00 PM - Dale Size  
C & E TEam actioning  
COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 September 2022	Heidi Thornberry Heather Nicholls	For Notation	RESOLUTIONS REGISTER - INFOCOUNCIL - ACTIONS REPORTING

### **MOTION** (Jones/Nash)

THAT the information be noted.

21 Oct 2022 - 4:23 PM - Heidi Thornberry

Update: Council's solicitor is waiting for TfNSW to provide the amended documents to attend to registration on PEXA. COMPLETE

13 Oct 2022 - 4:08 PM - Heidi Thornberry

Email sent to Council's solicitor to provide an update

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Heidi Thornberry Heather Nicholls	For Determination	CONFIRMATION OF THE MINUTES

### **MOTION** (Rawson/Weaver)

THAT the minutes of the Ordinary Council meeting held on 27 September 2022 be adopted.

09 Nov 2022 - 11:20 AM - Heidi Thornberry

NFA Required - COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Robyn Little Bradley Byrnes	For Determination	CONTROL OF RFS ASSETS - RURAL FIREFIGHTING EQUIPMENT

### **MOTION** (Weaver/Pull)

THAT council's position to not recognise RFS equipment in its financial statements remain unchanged.

07 Nov 2022 - 11:06 AM - Robyn Little

NFA required. COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Robyn Little Bradley Byrnes	For Determination	DRAFT CABONNE RESERVES POLICY

### **MOTION** (Rawson/Batten)

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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THAT council endorse the draft Cabonne Reserves Policy and place the policy on public exhibition for 28 days.

07 Nov 2022 - 11:06 AM - Robyn Little

COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Hayley Stansbury Heather Nicholls	For Determination	POLICY REGISTER - REVIEW BY COUNCIL WITHIN 12 MONTHS OF ELECTION

### **MOTION** (Weaver/Nash)

THAT:

1. The policies listed in the report detailed "to be revoked" be archived,
2. The policies listed in the report detailed "minor changes" be re-adopted, and
3. The annexed draft Access to Information Held By Council Policy, and the draft Fraud & Corruption Policy (recommended changes detailed in the report) be adopted.

04 Nov 2022 - 4:04 PM - Hayley Stansbury

All policies listed have been updated or archived accordingly - COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Hayley Stansbury Heather Nicholls	For Determination	POLICY REGISTER - REVIEW

### **MOTION** (Rawson/Nash)

THAT council:

1. Endorse the policies listed in the report as being classified as operational in nature and therefore not requiring adoption of council; and
2. Note that the listed policies will be reviewed and endorsed by the Executive Leadership Team.

04 Nov 2022 - 2:24 PM - Hayley Stansbury

All policies listed have been transferred to operational status. Policies will be reviewed and reported to ELT for endorsement - COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Heidi Thornberry Heather Nicholls	For Determination	PECUNIARY INTEREST RETURNS 2022

### **MOTION** (Jones/Pull)



Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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THAT council note the tabling of Pecuniary Interest Returns for the period to 30 June 2022 for councillors and designated persons.

09 Nov 2022 - 11:21 AM - Heidi Thornberry

NFA Required COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Heidi Thornberry Heather Nicholls	For Determination	YEOVAL ANNUAL SHOW 2023 & 2024

**MOTION** (Batten/Nash)

THAT council lodge a formal biennial application for the proclamation of part-day public holidays from 8:30am to 7:00pm, for that portion of the township of Yeoval, which is in the Cabonne Council area on Tuesday 9 May 2023 and Tuesday 30 April 2024 for the Yeoval Annual Show.

09 Nov 2022 - 11:21 AM - Heidi Thornberry

Application sent to Dept Premier and Cabinet - 03/11/22 - COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Stacy Whiley Heather Nicholls	For Determination	REQUEST FOR DONATION

**MOTION** (Jones/Nash)

THAT council donate \$150 to Eugowra St Joseph's Primary School P&F.

07 Nov 2022 - 5:53 PM - Stacy Whiley

DOC ID 1456899 email notification of successful donation request , creditor form required

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Stacy Whiley Heather Nicholls	For Determination	EQUIPMENT PURCHASE FOR AFTER SCHOOL CARE SERVICES FROM RESERVE

**MOTION** (Pull/Jones)

THAT council endorse the purchase of IT equipment \$13,370 for the After School Care Program from the Community Services After School Care reserve.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Dale Size Matthew Christensen	For Determination	QUARTERLY BUDGET REVIEW

**MOTION** (Jones/Nash)

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

THAT council note the variances in the report and authorise those changes to be included in the 2022/2023 Council Budget.

07 Nov 2022 - 10:35 AM - Dale Size  
"NFA - COMPLETE"

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Rebecca Johnson Bradley Byrnes	For Determination	EVENTS ASSISTANCE PROGRAM

### **MOTION** (Nash/Pull)

THAT council approve under its 2022/23 Event Assistance Program:

1. \$1,000 for the MADIA Children's Christmas Matinee at the Amusu;
2. \$500 for the Amusu Theatre and Movie Museum Manildra; and
3. \$800 for the Eugowra Community Children's Centre.

10 Nov 2022 - 11:37 AM - Rebecca Johnson

Letters and forms have been sent to recipients. Awaiting forms to be returned for payments to be made.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Rebecca Johnson Bradley Byrnes	For Determination	VILLAGE ENHANCEMENT FUND 2022-2023

### **MOTION** (Weaver/Nash)

THAT council approve Yeoval, Manildra and Cargo Progress Associations accessing \$24,127 from the Village Enhancement Fund.

10 Nov 2022 - 11:41 AM - Rebecca Johnson

Forms have been sent to Yeoval, Cargo and Manildra progress associations. Awaiting forms to be returned to make payments.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Liam Bridge Heather Nicholls	For Determination	REQUEST TO VARY A RESTRICTION TO 88B INSTRUMENT

### **MOTION** (Batten/Nash)

THAT council support the request to vary the s88B land use restriction relating to siting of buildings, to enable structures to be located a minimum of 5m from the southern and eastern boundaries of Lot 7 DP 1135607.

Meeting	Officer/Director	Section	Subject
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Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

4. Applications 1 through 5 and 7 through 10 of the listed projects;
5. Defer a decision on application 6 for further information and consideration; and
6. Conduct a further round of Community Assistance Program funding in the second half of the 2022-23 financial year for community projects less than \$1,000 each.

10 Nov 2022 - 11:41 AM - Rebecca Johnson

Forms have been sent to successful applicants. Awaiting forms to be returned for payments to be made.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Rebecca Johnson Bradley Bymes	For Determination	COUNCIL REPRESENTATIVES TO CABONNE ECONOMY, TOURISM AND CULTURE ADVISORY COMMITTEE, AND AGE OF FISHES ADVISORY COMMITTEE

#### **RECOMMENDATION** (Jones/O'Ryan)

THAT:

1. Council appoint Cllr Jones and Cllr O'Ryan as elected members for the Community, Economy and Culture Committee for the Cabonne Economy, Tourism and Culture Advisory Committee.
2. Council appoint Cllr Weaver and Cllr Nash as elected members, with Cllr Pull as alternate, (and one representative to be elected as Chair at the first meeting) for the Age of Fishes Advisory Committee.
3. Meeting dates for both the Cabonne Economy, Tourism and Culture Advisory Committee and the Age of Fishes Advisory Committee be determined at the Community, Economy and Culture Committee meeting.
4. Council endorse the elected councillor nominations to the committees.

10 Nov 2022 - 11:42 AM - Rebecca Johnson

Letters sent to successful and non-successful applicants. Meeting dates have been arranged.

COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Charlie Harris Matthew Christensen	For Determination	CABONNE COMMUNITY CENTRE FEES AND CHARGES

#### **RECOMMENDATION** (Batten/Rawson)

THAT council:

1. Defer the item to allow staff time for further analysis;
2. Discuss the matter at a councillor workshop; and

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

3. A further report be presented to the November Council meeting for consideration.

10 Nov 2022 - 11:38 AM - Heidi Thornberry

Futher report going to November Council Meeting.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Laura Lewis-Minogue Bradley Bymes	For Determination	EXEMPTION TO THE ALCOHOL PROHIBITED AREA AND ALCOHOL FREE ZONE IN BANK STREET, MOLONG AND THE MOLONG VILLAGE GREEN FOR AN EVENT - MOLONG CHRISTMAS SHOPPING NIGHT.

#### **RECOMMENDATION** (Nash/Oldham)

THAT council:

1. Agrees for the request from the Molong Advancement Group to suspend the alcohol prohibited and Alcohol-Free Zone Bank Street, Molong and the Molong Village Green including road reserve/pavement for their Molong Christmas Shopping Night proposed to be held between 5:00pm-9:00pm on Friday, 2 December 2022.
2. Advertises the changes in the Molong Express prior to the event.

09 Nov 2022 - 9:04 AM - Laura Lewis-Minogue

Will be run in the week of the 21 November 2022 in the local Molong paper

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Nathan Stubberfield Heather Nicholls	Confidential Items	MID-SCALE SOLAR PLANT UPDATE

#### **RECOMMENDATION** (Batten/Rawson)

THAT:

1. Council borrow the required funding from an appropriate lending institution for up to the reported amount to finance the Mid-Scale Solar project, excluding the battery energy storage system component.
2. The above is subject to receiving the requisite approvals and grant funding from the Resources for Regions program.
3. Receive a further report upon the approvals being granted and finalised costings determined prior to going out to market.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Dale Size Matthew Christensen	For Determination	CONTROL OF RFS ASSETS - RURAL FIREFIGHTING EQUIPMENT

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

**MOTION** (Weaver/Pull)

THAT council's position to not recognise RFS equipment in its financial statements remain unchanged.

07 Nov 2022 - 10:35 AM - Dale Size  
'NFA - COMPLETE'

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Matthew Christensen Matthew Christensen	For Determination	CONTROL OF RFS ASSETS - RURAL FIREFIGHTING EQUIPMENT

**MOTION** (Weaver/Pull)

THAT council's position to not recognise RFS equipment in its financial statements remain unchanged.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Dale Size Matthew Christensen	For Determination	DRAFT CABONNE RESERVES POLICY

**MOTION** (Rawson/Batten)

THAT council endorse the draft Cabonne Reserves Policy and place the policy on public exhibition for 28 days.

07 Nov 2022 - 10:36 AM - Dale Size  
NFA - COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Hayley Stansbury Heather Nicholls	For Determination	DRAFT CABONNE RESERVES POLICY

**MOTION** (Rawson/Batten)

THAT council endorse the draft Cabonne Reserves Policy and place the policy on public exhibition for 28 days.

04 Nov 2022 - 2:26 PM - Hayley Stansbury  
I have noted this draft policy and will finalise it and add it to the policy register once community consultation has taken place and council have adopted the final version.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Chris Polain Bradley Bymes	For Determination	DRAFT CABONNE RESERVES POLICY

**MOTION** (Rawson/Batten)



Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

THAT council endorse the draft Cabonne Reserves Policy and place the policy on public exhibition for 28 days.

07 Nov 2022 - 11:33 AM - Chris Polain

COMPLETE - Have added the draft policy to public exhibition on Council's website.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Dale Size Matthew Christensen	For Determination	EQUIPMENT PURCHASE FOR AFTER SCHOOL CARE SERVICES FROM RESERVE

### **MOTION** (Pull/Jones)

THAT council endorse the purchase of IT equipment \$13,370 for the After School Care Program from the Community Services After School Care reserve.

07 Nov 2022 - 11:24 AM - Dale Size

Reserve Spreadsheet updated. "NFA - COMPLETED"

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Dale Size Matthew Christensen	For Determination	REQUEST FOR DONATION

### **MOTION** (Jones/Nash)

THAT council donate \$150 to Eugowra St Joseph's Primary School P&F.

07 Nov 2022 - 11:24 AM - Dale Size

DALE - READ. NFA

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Dale Size Matthew Christensen	For Determination	EVENTS ASSISTANCE PROGRAM

### **MOTION** (Nash/Pull)

THAT council approve under its 2022/23 Event Assistance Program:

1. \$1,000 for the MADIA Children's Christmas Matinee at the Amusu;
2. \$500 for the Amusu Theatre and Movie Museum Manildra; and
3. \$800 for the Eugowra Community Children's Centre.

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

07 Nov 2022 - 11:25 AM - Dale Size DALE READ. NFA			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Dale Size Matthew Christensen	For Determination	VILLAGE ENHANCEMENT FUND 2022-2023
<b><u>MOTION</u></b> (Weaver/Nash)			
THAT council approve Yeoval, Manildra and Cargo Progress Associations accessing \$24,127 from the Village Enhancement Fund.			
07 Nov 2022 - 11:25 AM - Dale Size DALE READ - NFA			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Matthew Christensen Matthew Christensen	For Determination	QUESTIONS FOR NEXT MEETING
<b><u>MOTION</u></b> (Weaver/Jones)			
THAT council:			
<ol style="list-style-type: none"> <li>1. Notify the Rural Fire Service and UGL Regional Linx of the overgrown land at the Canowindra Railway Precinct;</li> <li>2. Receive a progress report regarding Essential Energy and the Bluebell Estate, Canowindra;</li> <li>3. Arrange a presentation, at a future meeting/workshop, from the Cabonne/Orange Roads Safety Officer;</li> <li>4. Forward to the Cabonne Traffic Committee a request to undertake traffic counter activities in Cargo and Cumnock;</li> <li>5. Receive a report regarding youth engagement activities in Cabonne; and</li> <li>6. Receive an analysis report regarding traffic blisters at Cumnock.</li> </ol>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Stacy Whiley Heather Nicholls	For Determination	QUESTIONS FOR NEXT MEETING
<b><u>MOTION</u></b> (Weaver/Jones)			

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 10 November 2022 2:56:09 PM

THAT council:

1. Notify the Rural Fire Service and UGL Regional Linx of the overgrown land at the Canowindra Railway Precinct;
2. Receive a progress report regarding Essential Energy and the Bluebell Estate, Canowindra;
3. Arrange a presentation, at a future meeting/workshop, from the Cabonne/Orange Roads Safety Officer;
4. Forward to the Cabonne Traffic Committee a request to undertake traffic counter activities in Cargo and Cumnock;
5. Receive a report regarding youth engagement activities in Cabonne; and
6. Receive an analysis report regarding traffic blisters at Cumnock.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2022	Dale Size Matthew Christensen	For Determination	COMMUNITY ASSISTANCE PROGRAM 2022-23
<b>RECOMMENDATION</b> (Jones/Weaver)			
THAT council approve the following:			
<ol style="list-style-type: none"> <li>4. Applications 1 through 5 and 7 through 10 of the listed projects;</li> <li>5. Defer a decision on application 6 for further information and consideration; and</li> <li>6. Conduct a further round of Community Assistance Program funding in the second half of the 2022-23 financial year for community projects less than \$1,000 each.</li> </ol>			
07 Nov 2022 - 12:18 PM - Dale Size			
Dale - NFA completed			

## Incomplete Resolutions - Summary

Risk	Totals	Month 1	Month 2	Month 3	Month 3+
Low	57	42	4	1	10
Medium	3		1	0	2
High	6				4

As at: 10 November 2022

Key:

Low Risk

Includes resolutions marked "Complete" pending the next Council meeting to be finalised; resolutions up to 2 months old with an initial comment; and resolutions not "Complete" (regardless of age), with initial and progress comments which are incomplete due to a legitimate reason.

Medium Risk

Includes resolutions not "Complete", up to 2 months old **without** a comment; and resolutions 3 months old with an initial comment but without a satisfactory or timely update.

High Risk

Includes resolutions not "Complete", with no initial comment 3+ months old; 3+ months old with initial comment but no update; and 3+ months old with initial comment and with updates but reason or legitimacy is "no or not known (to be shown as "No").

**Cabonne Council**  
**Schedule of Investments as at 31/10/2022**

**Annexure - Item 2**

**GENERAL FUND**

Investing Institution	Credit Rating	Amount Invested	Interest Rate	Terms (Days)	Maturity Date	
ANZ Bank	A1+	3,000,000	3.37%	273	29/08/2022	29/05/2023
ANZ Bank	A1+	2,000,000	3.37%	273	29/08/2022	29/05/2023
ANZ Bank	A1+	1,000,000	3.45%	304	9/09/2022	10/07/2023
Bank of Qld	A2	500,000	3.85%	276	15/07/2022	17/04/2023
Bank of Qld	A2	2,000,000	3.85%	271	20/07/2022	17/04/2023
Commonwealth Bank	A1+	2,000,000	4.16%	273	19/10/2022	19/07/2023
Commonwealth Bank	A1+	2,000,000	0.80%	270	14/03/2022	9/12/2022
Commonwealth Bank	A1+	3,000,000	0.76%	365	14/02/2022	14/02/2023
Commonwealth Bank	A1+	147,894	0.20%	24 Hour at call account		
Commonwealth Bank	A1+	2,230,000	2.85%	Business Online Saver		
Illawarra Mutual Build Society	A2	250,000	1.10%	277	7/04/2022	9/01/2023
Illawarra Mutual Build Society	A2	500,000	1.10%	277	7/04/2022	9/01/2023
Me Bank	A2	1,500,000	3.60%	210	4/07/2022	30/01/2023
National Australia Bank	A1+	2,000,000	2.64%	150	24/06/2022	21/11/2022
National Australia Bank	A1+	1,000,000	0.71%	270	25/02/2022	22/11/2022
National Australia Bank	A1+	1,500,000	0.71%	270	25/02/2022	22/11/2022
National Australia Bank	A1+	1,000,000	1.40%	301	4/04/2022	30/01/2023
National Australia Bank	A1+	3,000,000	3.80%	300	23/08/2022	19/06/2023
National Australia Bank	A1+	2,000,000	4.10%	367	2/09/2022	4/09/2023
Reliance Credit Union	Unrated	250,000	4.48%	365	31/10/2022	31/10/2023
Reliance Credit Union	Unrated	500,000	3.90%	365	21/09/2022	21/09/2023
Suncorp-Metway	A1	2,000,000	4.34%	273	31/10/2022	31/07/2023
Suncorp-Metway	A1	2,000,000	0.52%	365	17/11/2021	17/11/2022
Suncorp-Metway	A1	1,000,000	2.24%	182	23/05/2022	21/11/2022
Westpac Bank	A1+	1,000,000	0.40%	304	7/01/2022	7/11/2022
Westpac Bank	A1+	3,000,000	2.75%	278	17/08/2022	22/05/2023
Westpac Bank	A1+	1,000,000	2.22%	304	1/08/2022	1/06/2023

**GENERAL FUND INVESTMENTS**

**\$ 41,377,894**

**TRUST FUND**

Investing Institution	Credit Rating	Amount Invested	Interest Rate	Terms (Days)
Commonwealth Bank	A1+	158,000	2.85%	BOS 24 Hour at call account

**TRUST FUND INVESTMENTS**

**\$ 158,000**

**TOTAL INVESTMENTS**

**\$ 41,535,894**

## INVESTMENT POLICY

Council's Investment policy states the aggregate of investments should not exceed the following percentages:

### Council's Current Exposure of Total Investments

Standard & Poors Credit Term Rating	Short Term Rating	Maximum Percentage Total Investments		
A1+		100%	75%	\$ 31,035,894
A1 & A1-		50%	12%	\$ 5,000,000
A2		10%	11%	\$ 4,750,000
Unrated		2%	2%	\$ 750,000
			<b>Total Investments</b>	<b>\$ 41,535,894</b>

\*\*Excess due to large fluctuations in the cash flow reducing the balance remaining in the CBA Business Online Saver Acc

Council's Investment policy states the amount invested with any one financial institution should not exceed the following percentages:

	Standard & Poors Credit Short Term Rating	Percentage per Institution	Council's Current Exposure per Institution	
Commonwealth Bank	A1+	30%	23%	\$ 9,535,894
National Australia Bank	A1+	30%	25%	\$ 10,500,000
Westpac Bank	A1+	30%	12%	\$ 5,000,000
ANZ	A1+	30%	14%	\$ 6,000,000
Suncorp-Metway	A1	20%	12%	\$ 5,000,000
Bank of Qld	A2	10%	6%	\$ 2,500,000
Illawarra Mutual Building Society	A2	10%	2%	\$ 750,000
Me Bank	A2	10%	4%	\$ 1,500,000
Reliance Credit Union	Unrated	2%	2%	\$ 750,000
			<b>Total Investments</b>	<b>\$ 41,535,894</b>

## INVESTMENT MOVEMENTS

Council's Overall Total Investments have remained steady during the month of September.

	This Month	Last Month	July 2022
<b>Total Investments</b>	\$ 41,535,894	\$ 41,535,894	\$ 41,835,894
<b>% Change</b>	0.00%		-0.72%

## INTEREST RATE PERFORMANCE

Council's Average Interest rate for the month was 2.47%. The average rate movement increased slightly due to the cash rate and the flow on effect to term deposit rates offered in the market. The Reserve Bank's official cash rate increased to 2.6% in October. However, due to the large decline in interest rates over the last few years and now the rapid increase over the last few months, we are currently below Council's Performance Benchmark, the 30 Day Bank Bill Swap Rate of 2.8658% but Council is steadily increasing the Average Interest to meet the benchmark as Term Deposits currently invested on the low interest rates mature and are re-invested at the higher interest rates that are now on offer.

Performance Benchmark 30 Day Bank Bill Swap Rate	Av Interest Rate Month	This	Av Interest Rate Last Month	Av Interest Rate July 2022
2.8658%	2.47%		2.19%	0.91%

Heather Nicholls

Responsible Accounting Officer

I hereby certify that the investments listed in this report have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment policy number POL 08/52.



