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**ITEM 27 - MAYORAL MINUTE - CENTRAL WEST COMMUNITY LEADERS
FORUM**

REPORT IN BRIEF

Reason For Report	To provide update to councillors.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	1.2.4.1a - Implement the Cabonne Recovery Plan.
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\MAYORAL MINUTES - 1659977

RECOMMENDATION

THAT the information be noted.

MAYORAL MINUTE

The NSW Reconstruction Authority hosts a regular Community Leaders Forum of local MPs and Mayors to help guide future decisions about recovery and reconstruction and ensure discussions are informed by community needs and driven by local community leaders.

The Central West Community Leaders Forum has been established to provide guidance on recovery programs for the region. These will be delivered under the \$100 million Central West Resilience and Recovery Package, jointly funded by the Australian and NSW Governments, following the devastating floods of November 2022. The first meeting of the group place took place in Parkes on 14 February, and meetings will continue to be held monthly.

The meeting was attended by Phil Donato MP, Member for Orange and Andrew Gee MP, Member for Calare, along with Mayors and General Managers from Cabonne, Forbes, Parkes and Lachlan Councils. Representatives from Michael McCormack, Member for Riverina, the NSW Reconstruction Authority, Transport for NSW, Regional NSW and the National Emergency Management Agency (NEMA) also attended.

Chair Phil Donato MP opened the meeting thanking members for their attendance and outlined the need for the group to focus on delivering actions and results for the people of the Central West.

NSW Minister for Planning and Public Spaces, the Hon Paul Scully MP joined the meeting to welcome participants and thank them for their involvement. He echoed the Chair's comments, highlighting the importance of this work and the need for local voices to guide the recovery efforts. Minister Scully encouraged

the group members to work collaboratively to bring forward thoughts, ideas and initiatives that will put the region in a better position to deal with future events.

The group received an update from the NSW Reconstruction Authority (RA) on the Central West Recovery and Resilience Package, noting that the Regional Transport Resilience Fund (RTRF) would be led by Transport for NSW and the Community Assets Program (CAP) would be led by Regional NSW.

Transport for NSW provided an overview of the RTRF. The draft RTRF policy is underway and discussions have commenced with councils ahead of submissions opening. The funding will be shared across the four LGAs, with at least three projects to be funded for each council area. Councils are encouraged to submit up to five projects for assessment.

Regional NSW outlined the CAP, noting that the guidelines were in the final stage of approval. This program includes a betterment element, enabling Councils to relocate assets and build resilience in their community assets for future disasters. Applications will be open to Councils by the end of February.

The Forum then discussed the Central West Housing Program, which is still in the design phase. An update was provided by the RA on key lessons learnt in delivering the Resilient Homes Program in the Northern Rivers. The group noted the importance of careful program design, making sure communities had a chance to provide feedback from the start and keeping people updated throughout the process.

Flood modelling consultants, Rhelm, provided an update on the process for collecting and analysing the flood mapping data for the Central West. Rhelm is currently working with councils to collect data for each LGA, to feed into region-wide risk-based mapping which will inform the design for the housing program.

The group gave feedback on the key principles for the design of the program, including the importance of prioritising safety and risk to life. An update on the community engagement program that will inform the design of the housing package was also provided, with participants emphasising the importance of consistent messages and Council involvement as a trusted voice.

The RA noted that community update sessions will be held in the following locations next week to provide people with the opportunity to touch base with recovery support services, find out more about the recovery and resilience package and have their say via a survey which will be available both online and in print.

Tuesday 20 February – Forbes: Forbes Town Hall, 4pm – 7pm

Wednesday 21 February – Parkes: Cooke Park Pavilion, 4pm – 7pm

Thursday 22 February – Eugowra: Eugowra Bowling Club, 4pm – 7pm

Further community information sessions will be held, and the community will also have the opportunity to have their say via a survey which will be available both online and in print.

Community members wishing to sign up for updates can email their details to: CentralWest.Recovery@reconstruction.nsw.gov.au

ITEM 28 - QUARTERLY BUDGET REVIEW

REPORT IN BRIEF

Reason For Report	To advise council of the present position of the 2023/2024 budget as at December 2023 quarter and to submit changes to the budget for approval and inclusion
Policy Implications	Nil
Budget Implications	Yes - \$10,000 deficit
IPR Linkage	1.1.2.1c - Undertake review of Council's budget on a quarterly basis.
Annexures	1. Dec QBR 2023 Final - Signed ↓
File Number	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\FINANCIAL REPORTING\QUARTERLY FINANCIAL STATEMENTS - QBR - 1658191

RECOMMENDATION

THAT council note the variances in the report and authorise those changes to be included in the 2023/2024 Council Budget

DEPARTMENT LEADER - FINANCE'S REPORT

The purpose of the Quarterly Budget Review is to adjust the budget in response to changes in the financial landscape and decisions made since the setting of the original budget. The report is presented to provide fair and reasonable information to councillors regarding the current state of the 20023/2024 budget, considering all known factors up to 30 December 2023.

Consolidated Results

The overall impact on the original budget due to the changes listed in the Quarterly Budget Review Statement are detailed below.

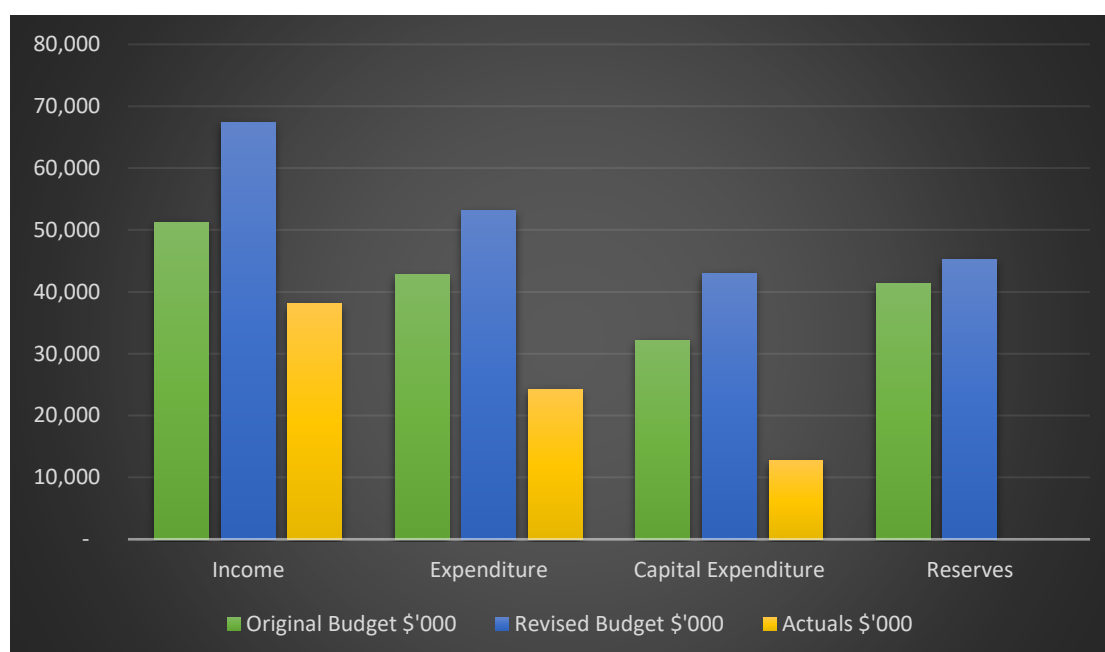
Consolidated Results

	Original Budget \$'000	Revised Budget \$'000

Operating result	\$8,464 surplus	\$14,225 surplus
Cash result	\$385 surplus	\$10 deficit
Capital Expenditure	\$32,124	\$43,018
Reserve balances	\$41,235 opening	\$42,857

Cash Budget

The original 2024 budget expected a \$385,000 surplus. As of 31 December 2023 the revised cash budget predicts a \$10,000 deficit. The full details of the \$395,000 cash movements are contained in the QBR report on page 14-15.



Fund Results

The overall impact on council funds from the original budget due to the changes listed in the Quarterly Budget Review Statement are detailed below.

Operating Result	Original Budget \$'000	Revised Budget \$'000
General Fund	\$9,301 surplus	\$15,715 surplus
Sewer Fund	(\$88) deficit	(\$426) deficit
Water Fund	(\$749) deficit	(\$1066) deficit

Income

The December quarter budget variations decrease operating income by \$9,462 million. Overall, including already approved budget changes, income has increased from the original budget by \$16,087million (included the \$6m approved increase of natural disaster work in September 2023 QBR).

Income adjustments for the December quarter include:

- Decrease Peak Hill Road – Roads of Strategic Importance (ROSI) \$7,344million.
- Decrease Molong Caravan Park income \$58k.
- Decrease lease income – Bank Street, Molong \$25k.
- Increase income Sub-Regional Town Water co-contributions by \$61k.

Operating Expenditure

The December quarter budget variations decrease operating expenditure by \$166k. Overall, including already approved budget changes, expenditure has increased from the original budget by \$10,326 million (included the \$6m approved budget increase of natural disaster work in September 2023 QBR).

The bigger expenditure adjustments for the quarter are a result of increased operational costs of sewer emergency works and repairs to E1 Pumps \$200k.

Capital Expenditure

The December quarter budget variations decrease the capital expenditure by \$10,983 million.

Adjustments for the quarter is a result of \$8,969 million reduction for Peak Hill Road (ROSI) and \$2.1 million reduction in the Resources for Region pool improvement works which will now take place throughout the 2025 financial year. The full project amount of ROSI \$10,880 million will be partially completed in the 2024 financial year and the remainder being spent in the 2025 financial year.

Reserve Movements

December 2023 quarter reserve movements include the return of \$1,626 million into the roadworks reserve from the ROSI project and will be included in the 2025 budget.

The position of cash and investments as 31 December 2023 is satisfactory, noting that a few claims for the Natural Disaster assistance are currently being assessed. Council has submitted claims to the value of \$16,387 million, received \$10,594 million and expected to submit further claims to the value of \$3.8 million.

ITEM 29 - CONFIRMATION OF THE CABONNE LOCAL TRAFFIC COMMITTEE MEETING MINUTES

REPORT IN BRIEF

Reason For Report	Adoption of the Cabonne Local Traffic Committee meeting minutes
Policy Implications	NIL
Budget Implications	NIL
IPR Linkage	2.2.1.4b - Facilitate the Local Traffic Committee.

Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\TRAFFIC AND TRANSPORT\MEETINGS\LOCAL TRAFFIC COMMITTEE - 1657895

RECOMMENDATION

THAT Council approve the road closure of Euchareena Road on 11 May 2024 for the purpose of holding the 2024 AusCycling Event.

DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S REPORT

An electronic meeting of the Cabonne Local Traffic Committee Meeting was held on 21 February 2024.

A report was considered by the committee seeking endorsement of community event approvals which had been considered through e-mail. Some matters are considered by the committee through e-mail if the event is raised between scheduled meetings.

At the meeting the following items were considered with recommendations to Council for consideration.

Proposed 2024 AusCycling Event

A bicycle race is proposed for Saturday, 11 May 2024 on Euchareena Road. The organisers have asked for a back-up day of Sunday, 12 May 2024 should weather not allow the event to go ahead. This request for a back-up day is problematic in that closure of a public road needs a higher level of certainty than "if required". It is suggested that this request for back-up day be declined.

It is proposed by the event organisers to close Euchareena Road between Shades Creek Road and Eadevale Road (in Dubbo Regional Council) (35km) between the hours of 9:00am to 5:00pm. Access to local properties will be permitted by way of escort, however, through traffic will not be permitted during the event.

The local traffic committee has considered this event out of committee due to the timing and nature of the proposed event.

It is the opinion of the Local Traffic Committee that risks associated with the nature of the race, and keeping the road partially open are too great, and that full road closure for the race route is necessary.

This full road closure will require significant public notification to be made. The following measures have been included in the event conditions:

- Notices in local media – 14 days prior to event.
- Letterbox drop to all residents along route – 28 days prior to event.

- Variable message signage on Euchareena Road – 14 days prior to event.

It is a requirement that these messages be approved by Council prior to distribution.

Euchareena Road is considered a high-class road within Council's Road hierarchy, connecting Molong with townships along Burrendong Way. Detours will be available via the Mitchell Highway (to Wellington) and to Belgravia Road (Mullion Creek). These detours will be advertised in notification advice.

From a technical standpoint, the Local Traffic Committee endorses the event subject to conditions being met.

Proposed conditions for the event are as follows:

Standard Event Conditions

1. The approved event is for 2024 Auscycling Event to be held Saturday 11 May 2024 between the hours of 9:00am and 5:00pm.
2. A partial road closure is not supported, and the traffic management plan is to be revised to incorporate a full road closure for the duration of the event. The revised traffic management plan and traffic guidance scheme is to be submitted to Council for endorsement prior to the event.
3. Written approval is required to be obtained from Dubbo Regional Council prior to the event being undertaken.
4. The event organiser shall implement the approved Risk Management Plan and Traffic Management Plan, in accordance with the "Guide to Traffic Management for Special Events" (NSW Government, v3.5 July 2018).
5. NSW Road Rules being observed by participants at all times.
6. Council is to be provided with an updated copy of the \$20M Public Liability Insurance policy a minimum of one month prior to the event date, listing the following as interested parties:
 - a. New South Wales Police Force
 - b. Transport for New South Wales
 - c. Cabonne Council
7. The event organiser is to notify all emergency services of the event being held, with a copy of the event management plan and risk management plan.

8. The event organiser shall debrief Council on the event. This includes notifying Council of all incidents or near misses that occurred during the event.
9. The event organiser shall be responsible for leaving affected Council assets to original condition and responsible for any damages caused.
10. The event organiser is responsible for all notifications to be made to local residents and communities including the following:
 - a. Advertisement of the event in the Molong, Orange and Wellington newspapers a minimum of 14 days prior to the event.
 - b. Letter box drop notification of all residents on the race route 28 days prior to the event.
 - c. Variable Message Signage is to be erected in locations to be approved by Council 14 days prior to the event being held.
 - d. The content of all notifications shall be approved by Cabonne Council prior to distribution to the community.
11. Traffic Management Plan is to be revised with particular note to the arrangements for spectator viewing area and participant car parking. Congestion at the entry points to the event is to be minimised to allow for access of emergency vehicles.

ITEM 30 - EUGOWRA LOCAL RECOVERY COMMITTEE - TERMS OF REFERENCE

REPORT IN BRIEF

Reason For Report	Council to adopt amended Terms of Reference for the Eugowra Local Recovery Committee.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	1.2.4.1a - Implement the Cabonne Recovery Plan.
Annexures	1. Update Eugowra Recovery Advisory Committee - Terms of Reference Feb 2024 ↓
File Number	\\OFFICIAL RECORDS LIBRARY\EMERGENCY SERVICES\REPORTING\FLOODS - NOVEMBER 2022\EUGOWRA RECOVERY ADVISORY COMMITTEE - 1662430

RECOMMENDATION

THAT Council adopt the amended Terms of Reference of the Eugowra Recovery Advisory Committee.

GENERAL MANAGER'S REPORT

Council adopted the Terms of Reference of the Eugowra Recovery Advisory Committee in December 2022 following the flooding event of November 2022.

Given the impact and devastation suffered by the Eugowra community, council determined to establish a specific Eugowra Recovery Advisory Committee to provide a regular and formalised mechanism for the Eugowra community to provide input into the Cabonne Local Recovery Committee by:

- Enabling members of the community to provide input to the recovery process. This includes people affected by the event, or representatives of local committees
- Advising on local issues
- Assisting with recovery initiatives
- Being a link from the LRC to community

The Mayor now represents Council on the newly formed Community Leaders Forum which has been formed to direct and oversee the implementation of the Central West Recovery & Resilience Package being a total of \$100M co-founded by State and Federal Government. This Forum will replace council's Local Recovery Committee as the conduit to NSW Reconstruction Authority and the State Government. Previously, the Eugowra Recovery Advisory Committee provided input into this committee. It is now foreshadowed that the Eugowra Recovery Advisory Committee will help to inform the Community Leaders Forum as a direct conduit on recovery efforts.

A key and complex component of the Central West Recovery & Resilience Package is the Resilient Homes Package, being \$40M for utilisation in the four local government areas of Cabonne, Lachlan, Parkes and Forbes.

The proposed new membership of the Eugowra Recovery Advisory Committee which targets residents directly impacted by the flood event is hoped to assist in ensuring that there is an ability to obtain timely feedback and advice on the roll out of the resilience package as it progresses. This is vital due to the fact that this package is being developed to ensure broad alignment between the community's needs and the required outcomes of the State & Federal Government.



Quarterly Budget Review

FOR THE QUARTER ENDED
31 DECEMBER 2023

Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

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Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Report by responsible accounting officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

31 December 2023

It is my opinion that the Quarterly Budget Review Statement for the quarter ended 30th September 2023 indicates that Council's projected financial position at 30 June 2024 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



Heather Nicholls
Responsible Accounting Officer

Date:

14 - 02 - 2024

Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Introduction

The Quarterly Budget Review Statements (QBRS) provide an overview of Council's progress against the annual budget and subsequent revisions at the end of each quarter. It includes explanations for major budget variations that are collated by Council's Department Leaders across all departments within the organisation as well as the Finance team that result in recommendations for budget changes.

The following financial reports are included in the December QBRS:

- 1 Income & Expenses Budget Review Statement by Fund. This is a budget summary statement showing actual income and expenditure for the year to 31 December 2023 against the original annual budget. It shows the proposed budget adjustments and an updated annual budget forecast for the financial year. The consolidated budget summary includes the General Fund, Water and Sewer Fund financial information.
- 2 Budget Review Cash Budget
- 3 Income & Expenses Budget Review statement by Program/Activity
- 4 Capital Budget Review Statement. This report provides actual expenditure for the year to 31 December 2023 and in the respective asset group
- 5 Cash and Reserves Statement. This report shows Council's total cash and reserves, including the working fund balance as at 31 December 2023
- 6 Budget Review Key Performance Indicators
- 7 Budget Review Contracts - Summary of New Contracts
- 8 Consultancy & Legal Expenses
- 9 Loan Summary

Cabonne Council

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023

Income & expenses - Council Consolidated

	Original budget 2023/24 \$'000	Approved Changes			Revised budget 2023/24 \$'000	Variations for this Dec Qtr \$'000	Notes	Projected year end result \$'000	Actual YTD figures \$'000
		Carry forwards \$'000	Other than by QBRs \$'000	Sep QBRs \$'000					
Income									
Rates and annual charges *	16,374			127	16,501		16,501	14,617	
User charges and fees	7,947				7,947	(58)	7,889	1,644	
Other revenues	489				489		489	341	
Other income	191			4	195	(25)	170	67	
Grants and contributions - operating	9,879	593		7,404	17,876	70	17,946	11,147	
Grants and contributions - capital **	15,434	16,676		746	32,856	(9,449)	23,407	9,603	
Interest and investment revenue	645				645		645	648	
Net gain from disposal of assets	300				300		300	-	
Total income from continuing operations	51,260	17,269	-	8,281	76,809	(9,462)	67,347	38,066	
Expenses									
Employee benefits and on-costs	18,179			(95)	18,084	(16)	18,068	7,643	
Borrowing costs	80				80		80	33	
Materials and Contractors	5,653	2,318	493	7,458	15,923	96	16,018	5,661	
Depreciation and amortisation	14,300			(1)	14,299		14,299	6,334	
Other expenses	4,583		(100)	87	4,570	86	4,656	4,580	
Total expenses from continuing operations	42,796	2,318	393	7,449	52,956	166	53,122	24,250	
Net operating result from continuing operations	8,464	14,950	(393)	832	23,853	(9,628)	14,225	13,816	
Discontinued operations - surplus/(deficit)									
Net operating result from all operations	8,464	14,950	(393)	832	23,853	(9,628)	14,225	13,816	
Net Operating Result before Capital Items	(6,970)	(1,726)	(393)	85	(9,004)	(178)	(9,182)	4,214	

* Note: The actual year to date figures includes rates charges for the whole year.

** Note: Grants are fully reconciled at the end of each financial year to separate income recognised in the year or moved to contract liabilities in accordance with Australian Accounting Standards.

Cabonne Council

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023

Income & expenses - General Fund

	Original budget 2023/24 \$'000	Approved Changes			Revised budget 2023/24 \$'000	Variations for this Dec Qtr \$'000	Notes	Projected year end result \$'000	Actual YTD figures \$'000
		Carry forwards \$'000	Other than by QBRs \$'000	Sep QBRs \$'000					
Income									
Rates and annual charges	13,513			127	13,640	(58)	1	13,582	13,620
User charges and fees	7,284				7,284	(25)		7,259	1,333
Other revenues	484				484			484	338
Other income	183			4	187		2	187	65
Grants and contributions - operating	9,879	593		6,715	17,187	9	3	17,196	10,941
Grants and contributions - capital	15,434	16,676		746	32,856	(9,449)	4	23,407	9,522
Interest and investment revenue	614				614			614	634
Net gain from disposal of assets	300				300			300	-
Total income from continuing operations	47,691	17,269	-	7,592	72,552	(9,523)		63,029	36,453
Expenses									
Employee benefits and on-costs	16,841			(95)	16,746	(16)	5	16,730	7,172
Borrowing costs	0				0			0	-
Materials and Contractors	4,605	2,180	100	6,784	13,669	(104)	6	13,565	4,929
Depreciation and amortisation	12,743			(1)	12,742			12,742	5,480
Other expenses	4,202		(100)	87	4,189	86	7	4,275	4,306
Total expenses from continuing operations	38,391	2,180	-	6,775	47,346	(34)		47,312	21,888
Net operating result from continuing operations	9,301	15,088	-	817	25,206	(9,489)		15,718	14,566
Discontinued operations - surplus/(deficit)									
Net operating result from all operations	9,301	15,088	-	817	25,206	(9,489)		15,718	14,566
Net Operating Result before Capital Items	(6,133)	(1,588)	-	71	(7,650)	(39)		(7,689)	5,043

Cabonne Council

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023

Income & expenses - Water Fund

	Original budget 2023/24 \$'000	Approved Changes			Revised budget 2023/24 \$'000	Variations for this Dec Qtr \$'000	Projected year end result \$'000	Actual YTD figures \$'000
		Carry forwards \$'000	Other than by QBRs \$'000	Sep QBRs \$'000				
Income								
Rates and annual charges	588				588		588	206
User charges and fees	586				586		586	278
Other revenues	5				5		5	3
Other income	3				3		3	1
Grants and contributions - operating	-			689	689	61	750	206
Grants and contributions - capital	-				-		-	18
Interest and investment revenue	10				10		10	4
Net gain from disposal of assets	-				-		-	-
Total income from continuing operations	1,191	-	-	689	1,880	61	1,941	716
Expenses								
Employee benefits and on-costs	665				665		665	238
Borrowing costs	-				-		-	-
Materials and Contractors	436		393	674	1,504		1,504	329
Depreciation and amortisation	714				714		714	390
Other expenses	125				125		125	47
Total expenses from continuing operations	1,940	-	393	674	3,007	-	3,007	1,005
Net operating result from continuing operations	(749)	-	(393)	15	(1,127)	61	(1,066)	(288)
Discontinued operations - surplus/(deficit)								
Net operating result from all operations	(749)	-	(393)	15	(1,127)	61	(1,066)	(288)
Net Operating Result before Capital Items	(749)	-	(393)	15	(1,127)	61	(1,066)	(307)

Cabonne Council

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023

Income & expenses - Sewer Fund

	Original budget 2023/24 \$'000	Approved Changes			Revised budget 2023/24 \$'000	Variations for this Dec Qtr \$'000	Projected year end result \$'000	Actual YTD figures \$'000	Variance Surplus (Deficit)	Notes
		Carry forwards \$'000	Other than by QBRS \$'000	Sep QBRS \$'000						
Income										
Rates and annual charges	2,274			2,274		2,274	792	(1,482)		
User charges and fees	77			77		77	32	(45)		
Other revenues	-			-		-	-	-		
Other income	4			4		4	2	(3)		
Grants and contributions - operating	-			-		-	-	-		
Grants and contributions - capital	-			-		-	62	62		
Interest and investment revenue	22			22		22	9	(12)		
Net gain from disposal of assets	-			-		-	-	-		
Total income from continuing operations	2,377	-	-	2,377	-	2,377	897	(1,480)		
Expenses										
Employee benefits and on-costs	673			673		673	232	441		
Borrowing costs	80			80		80	33	47		
Materials and Contractors	612	138		750	200	950	403	347		
Depreciation and amortisation	843			843		843	464	379		
Other expenses	257			257		257	226	31		
Total expenses from continuing operations	2,465	138	-	2,603	200	2,803	1,358	1,246		
Net operating result from continuing operations	(88)	(138)	-	(226)	(200)	(426)	(461)	(235)		
Discontinued operations - surplus/(deficit)										
Net operating result from all operations	(88)	(138)	-	(226)	(200)	(426)	(461)	(235)		
Net Operating Result before Capital Items	(88)	(138)	-	(226)	(200)	(426)	(523)	(297)		

Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023
Income & expenses - Council Consolidated

	Original budget 2023/24 \$'000	Approved changes			Revised budget 2023/24 \$'000	Variations for this Dec Qtr \$'000	Projected year end result \$'000	Actual YTD figures \$'000
		Carry forwards \$'000	Other than by QBRs \$'000	Sep QBRs \$'000				
Income								
Administration	280			4	283	(25)	259	140
Governance	9				9		9	10
Public order & safety	15				15		15	(16)
Health	432			10	442		442	162
Environment	2,315			127	2,442		2,442	2,192
Community services & education	1,799			64	1,864		1,864	1,179
Housing & community amenities	352				352		352	170
Recreation & Culture	1,797			3	1,800	4	1,803	777
Water supplies	1,191			689	1,880	61	1,941	716
Sewer supplies	2,377				2,377		2,377	897
General Purpose Revenues	15,686				15,686		15,686	12,545
Grant Funded Programs	15,434	17,269		7,384	40,087	(9,444)	30,643	17,763
Manufacturing & construction	87				87		87	62
Age of Fishes	133				133		133	80
Plant & Depots	428				428		428	87
Transport & communication	8,552				8,552		8,552	1,229
Economic affairs	373				373	(58)	315	74
Total income from continuing operations	51,260	17,269	-	8,281	76,809	(9,462)	67,347	38,066
Expenses								
Administration	1,429	151	(100)	(214)	1,267	8	1,274	2,645
Governance	1,809	88		15	1,912		1,912	967
Public order & safety	1,000			99	1,100	99	1,199	176
Health	683			10	693		693	374
Environment	3,538	51			3,590		3,590	1,866
Community services & education	2,370	15	100	16	2,501		2,501	1,391
Housing & community amenities	914			217	1,131		1,131	509
Recreation & Culture	3,311	191		(32)	3,470	29	3,499	1,611
Water supplies	1,940			674	2,614		2,614	614
Sewer supplies	2,465	138	393		2,996	200	3,196	884
General Fund Depreciation	10,733				10,733		10,733	6,334
Grant Funded Programs	107	1,465		6,663	8,236	6	8,241	3,238
Manufacturing & construction	82				82		82	40
Age of Fishes	438			18	456		456	237
Plant & Depots	784	35			818		818	(877)
Transport & communication	9,519				9,519	(175)	9,344	3,535
Mining Manufacturing & Construction	-				-		-	-
Economic affairs	1,671	184		(18)	1,837		1,837	706
Total expenses from continuing operations	42,796	2,318	393	7,449	52,956	166	53,121	24,250
Net operating result from continuing operations	8,464	14,951	(393)	832	23,854	(9,628)	14,226	13,816
Discontinued operations - surplus/(deficit)								
Net operating result from all operations	8,464	14,951	(393)	832	23,854	(9,628)	14,226	13,816
Net operating result before capital items	(6,970)	(1,728)	(393)	85	(9,004)	(178)	(9,182)	4,214

Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Income & expenses budget review statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
Income	
1	\$ 58,000 Reduce the income budget for Molong Caravan Park
	\$ 58,000 User Fees and Charges
2	\$ 24,500 Reduce the income budget for 68 Bank Street Molong lease
	\$ 24,500 Other Income
3	-\$ 8,000 Increase the income budget for Cumnock Swimming Pool
	-\$ 60,854 Increase the income budget for Sub-Regional Town Water by CTW and OCC co-contributions
	-\$ 80,000 Increase the income budget of flood study grant from DPE
	\$ 12,500 Decrease income budget of Heritage Income Grant
	-\$ 8,000 Increase the income budget for National Australia Day grant
	\$ 74,500 Decrease the income budget for Resources for Regions R9 operational
	-\$ 69,854 Grants and Contributions - Operating
4	\$ 7,344,000 Decrease the income budget for ROSI project
	\$ 2,105,476 Reduce the income budget for R4R R9 Pool Aesthetic improvement
	\$ 9,449,476 Grants and Contributions - Capital
	\$ 9,462,123 Total Income Budget Decreased
Expenses	
5	-\$ 16,128 Rural Regional Road Maintenance- Block Grant
	-\$ 16,128 Employee Benefits and On-costs
6	\$ 20,699 Tennis Courts Operations and Maintenance
	-\$ 44,134 Rural Regional Road Maintenance- Block Grant
	\$ 8,000 Increase the expense budget for Australia Day Community Services
	\$ 200,000 Increase the budget for E1 Pumps & Repair
	\$ 7,500 Increase the budget for Implement Leadership & Continuous Improvement program
	\$ 11,500 Increase in expense of Investment Advisory Services

	-\$	114,981	Rural Regional Road Maintenance- Block Grant
	-\$	11,500	Decrease in expense of Revaluation of Councils Assets
	-\$	25,907	Transfer the budget from Dam Safety Surveillance to Dam Break Study
	\$	25,907	Transfer the budget from Dam Safety Surveillance to Dam Break Study
	\$	40,000	Increase the budget for Eugowra Floodplain Study
	\$	40,000	Increase the budget for Canowindra Floodplain Study
	-\$	74,500	Decrease the budget for Pool Aesthetic improvement project
	\$	82,584	Contractor & Consultancy Costs
<hr/>			
7	\$	49,563	Increase the budget for NSW Emergency Services and Fire/Rescue Levy, and Rural Fire Services Levy
	\$	36,836	Increase the budget for NSW Emergency Services /Fire & Rescue Levy
	-\$	18,000	Transfer the budget from Dam Safety Surveillance to Dam Break Study
	\$	18,000	Transfer the budget from Dam Safety Surveillance to Dam Break Study
	\$	86,399	Other Expenses
<hr/>			
	\$	12,959	Total other expenses budget variations (less than threshold)
	\$	165,814	Total Expenses Budget Increased
<hr/>			
	\$	9,627,936	Total Operating Cash Generated by December QBR
<hr/>			
Capital expenditure			
	\$	10,983,198	Decrease in Capital expenditure
<hr/>			
	-\$	1,355,261	Net Operating Result from all Operations by December QBR
<hr/>			
Reconciliation to cash movement by December QBR change			
<hr/>			
	-\$	1,355,261	Budget Deficit
<hr/>			
Reserve Transfers			
	\$	1,625,790	Return back to Roadworks Reseve - Rosi - Peak hill road. Will be completing this amount in 2025 budget
	\$	1,625,790	Total Reserve Transfers
<hr/>			
Reserve Movements - Council approval other than by QBRS			
	\$	275,000	Increase the capital budget for Sewer Pump Station asset replacement
	\$	308,000	Increase the budget for SSWP453 - Molong Water Supply Scheme
	\$	85,194	Increase the budget for Sub-Regional twon supply strategy
	\$	668,194	Total Reserve Movements

Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Capital budget review statement

Budget review for the quarter ended 31 December 2023

Capital budget - Council Consolidated

	Original budget 2023/24 \$'000	Approved changes			Revised budget 2023/24 \$'000	Variations for this Dec Qtr \$'000	Notes	Projected year end result \$'000	Actual YTD figures \$'000	Notes
		Carry forwards \$'000	Other than by QBRS \$'000	Sep QBRS \$'000						
Capital expenditure										
New assets										
- Plant & equipment	574	323			896	(13)	883	219		
- Land & buildings	400	2,443			2,843		2,843	1,141		
- Other Structures	5,422	217			5,639	(3)	5,636	1,559		
- Open Spaces & Recreational		15			15		15	159		
- Land Improvements		3,453			3,453		3,453	0		
- Roads, Bridges & Footpaths		1,052			1,052		1,052			
- Water & Sewer Assets		126			126		126	174		
- Intangible				35	35		35	29		
Renewal assets (replacement)										
- Plant & equipment	3,250	1,828			5,079		5,079	1,242		
- Land & buildings		1,696			1,696		1,696			
- Roads, bridges, footpaths	18,511	6,269		746	25,526	(8,910)	16,616	7,953		
- Land Improvements	3,794	84			3,878		3,878			
- Open Spaces & Recreational		20			20		20			
- Other Structures	173	371			544		544			
- Swimming Pools		2,267			2,267	(2,072)	195	261		
- Quarry		78			78		78			
- Water & Sewer		579	275		854	15	869			
Total capital expenditure	32,124	20,821	275	781	54,001	(10,983)	43,018	12,736		
Capital funding										
Rates & other untied funding	6,407	30		35	6,472	15	6,487	594		
Capital grants & contributions	18,577	15,757		746	35,080	(10,990)	24,090	10,078		
Reserves:										
- External restrictions/reserves			275		275		275	98		
- Internal restrictions/reserves	3,700	5,034			8,734	(8)	8,726	1,966		
New loans	3,140				3,140		3,140			
Receipts from sale of assets										
- Plant & equipment	300				300		300	-		
- Land & buildings								-		
Total capital funding	32,124	20,821	275	781	54,001	(10,983)	43,018	12,736		
Net capital funding - surplus/(deficit)	-	-	-	-	-	-	-	-		

Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Capital budget review statement
Recommended changes to revised budget

Budget variations being recommended include the following material items:

Notes Details

Dec QBR

New Assets

8			Roads, bridges, footpaths	
	341610	\$	93,575	Increase capital expenditure budget for Coffee Hill Rehabilitation
	411000	-\$	33,313	Transfer the budget from Cargo Road East to Cargo Road Coffee Hill Rehab
	411004	-\$	776	Transfer the budget from Davy's Plains Road to Baldry Road
	411006	\$	776	Transfer the budget from Davy's Plains Road to Baldry Road
	411004	-\$	35,910	Transfer the budget from Davy's Plains Road to Obley Road
	411005	-\$	130,288	Transfer the budget from Euchareena Road to Obley Road
	411007	-\$	120,000	Transfer the budget from Belgravia Road to Obley Road
	411008	\$	286,198	Increase the budget to Obley Road
	500802	-\$	8,969,790	Reduce the capital budget for Peak Hill Road
		-\$	8,909,528	
9			Furniture & Fittings	
	528208	\$	17,071	Increase capital expenditure budget for Molong Library Shelving
		\$	17,071	
10			Plant and Equipment	
	528836	-\$	33,000	Decrease the budget for Pool Aesthetic improvement - Canowindra Plant Room
	519200	-\$	5,505	Reduce the purchase budget for 10,000 ltr tank & fire fighting equipment
	529001	\$	8,000	Increase expenditure budget for Cumnock Pool Blanket
		-\$	30,505	
11			Other Structure	
	516201	-\$	2,760	Reduce the purchase budget for New Animal Shelter
	514174	\$	100,000	Transfer the budget from Eugowra urban services depot - shed and yard construction to Manidra depot
	528978	-\$	100,000	Transfer the budget from Eugowra urban services depot - shed and yard construction to Manidra depot
	503005	\$	14,950	Allocate the budget from Uninsured Community Asset Replacement to a new perimeter fence
	15010020	-\$	14,950	Allocate the budget from Uninsured Community Asset Replacement to a new perimeter fence

		-\$	2,760	
12				Swimming Pools
	528771	-\$	276,076	Decrease the budget for Pool Aesthetic improvement - Eugowra
	528769	-\$	349,400	Decrease the budget for Pool Aesthetic improvement - Cudal
	528773	-\$	429,200	Decrease the budget for Pool Aesthetic improvement - Molong
	528783	-\$	398,600	Decrease the budget for Pool Aesthetic improvement - Cummock
	528772	-\$	270,600	Decrease the budget for Pool Aesthetic improvement - Manildra
	528774	-\$	398,600	Decrease the budget for Pool Aesthetic improvement - Yeoval
	528775	-\$	10,000	Decrease the budget for Pool Aesthetic improvement - Canowindra
	15004110	\$	60,000	Increase the budget for Pool Aesthetic improvement Consultancy
		-\$	2,072,476	
13				Water & Sewer
	770021	\$	15,000	Increase the budget for Canowindra East St Sewer Pump 2 replacement
		\$	15,000	
		-\$	10,983,198	TOTAL CHANGES DEC QBR

Approved Capital Works In previous Council Meeting

				Water & Sewer
	770017	\$	75,000	Increase the capital budget for Eugowra Pump Station - Parkes St
	770018	\$	70,000	Increase the capital budget for Canowindra SPS - South St
	770019	\$	60,000	Increase the capital budget for Molong STP - PLC replacement
	770020	\$	70,000	Increase the capital budget for Eugowra SPS - Rec Ground (Police Paddock)
		\$	275,000	Total Approved Capital Works

Cabonne Council

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Budget Review Cash Budget

Budget review for the quarter ended 31 December 2023

Income & expenses - Council Consolidated

	Original budget 2023/24 \$'000	Approved Changes			Revised budget 2023/24 \$'000	Variations for this Dec Qtr \$'000	Notes	Projected year end result \$'000	Actual YTD figures \$'000
		Carry forwards \$'000	Other than by QBRs \$'000	Sep QBRs \$'000					
Income									
Rates and annual charges	16,374			127	16,501		16,501	14,617	
User charges and fees	7,947				7,947	(58)	7,889	1,644	
Other revenues	2,032				2,032		2,032	341	
Other income	191			4	195	(25)	170	67	
Grants and contributions - operating	9,879	593		7,404	17,876	70	17,946	11,147	
Grants and contributions - capital	18,574	16,676		746	35,996	(9,449)	26,547	9,603	
Interest and investment revenue	645	-			645		645	648	
Total income from continuing operations	55,643	17,269	-	8,281	81,192	(9,462)	71,730	38,067	
Expenses									
Employee benefits and on-costs	18,179			(95)	18,084	(16)	18,068	7,643	
Borrowing costs	80				80		80	33	
Materials and Contractors	5,653	2,318	493	7,458	15,923	96	16,019	5,661	
Other expenses	4,583		(100)	87	4,570	86	4,656	4,580	
Total expenses from continuing operations	28,496	2,318	393	7,450	38,657	166	38,823	17,917	
TOTAL OPERATING CASH GENERATED	27,147	14,950	(393)	831	42,535	(9,628)	32,907	20,150	
Less Capital Expenditure	32,124	20,821	275	781	54,001	(10,983)	43,018		
Net operating result from all operations	(4,977)	(5,871)	(668)	50	(11,466)	1,355	(10,111)	20,150	
Cash from Reserve Transfers	5,362	5,871	668	(175)	11,727	(1,626)	10,101		
Budget Surplus/Deficit	385	1	0	(126)	260	(271)	(10)	-	
	<i>Surplus</i>						<i>Deficit</i>		
Transfer into Reserve from Loaned funds						(11,000)	(11,000)		

Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Capital budget review statement
Recommended changes to revised budget

Budget variations being recommended include the following items:

Notes Details
Dec QBR
Cash Item Movements

Original Budget

Surplus	\$	384,752
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Amendments for Decreasing in Cash Result

Dec	\$	58,000	Reduce the income budget for Molong Caravan Park
Dec	\$	24,500	Reduce the income budget for 68 Bank Street Molong lease
Dec	\$	12,500	Decrease income budget of Heritage Income Grant
Dec	\$	200,000	Increase the budget for E1 Pumps & Repair
Dec	\$	7,500	Increase the budget for Implement Leadership & Continuous Improvement program
Dec	\$	83,358	Increase the budget for NSW Emergency Services and Levy (adjustment from Sep QBR)
Sep	\$	59,999	Increase the budget for NSW Emergency Services and Fire/Rescue Levy, and Rural Fire Services Levy
Sep	\$	39,360	Increase the budget for NSW Emergency Services /Fire & Rescue Levy
Sep	\$	15,000	Increase in Legal Expenses for Governance
Sep	\$	25,000	Increase the budget for Strong Start Cadetship Program
Dec	\$	15,000	Increase the budget for Canowindra East St Sewer Pump 2 replacement
Dec	\$	7,344,000	Net cash decrease of budget of Peak Hill Road Project
Dec	\$	20,699	Increase the budget for Tennis Courts Operations and Maintenance
	\$	7,884,217	Total Decrease

Amendments for Increasing in Cash Result

Sep	\$	126,672	Increase income budget of Rates & Charges for Cabonne Waste Management
Sep	\$	30,071	Increase in income budget of HACC Grants
Sep	\$	18,471	Increase in income budget of Community Transport Grant
Sep	\$	14,505	Increase income budget of SSWP270 Sub-Regional Town Water Strategy Project
Dec	\$	60,854	Increase the income budget for Sub-Regional Town Water by CTW and OCC co-contributions
Dec	\$	8,265	Reduce the purchase budget for equipment and other structure assets
Dec	\$	81,568	Rural Regional Road Maintenance- Block Grant to LRCI Coffee Hill

Dec	\$	8,969,790	Reduce the budget of Peak Hill Road Project
	\$	9,310,196	Total Increase
Deficit	\$	1,425,979	Net Cash Result from All Operations

Cash From Reserve Transfers

Sep	-\$	126,672	Transfer to reserve - Rates & Charges for Cabonne Waste Management
Sep	-\$	30,071	Transfer to reserve - HACC Grants
Sep	-\$	18,471	Transfer to reserve - Community Transport Grant
Dec	-\$	1,625,790	Return back to Roadworks Reseve - Rosi - Peak Hill Road.
	-\$	1,801,004	Total Cash From Reserve Transfers

Projected Year End Result

Deficit	\$	9,727	Projected Year End Result
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Cabonne Council

Cash & investments budget review statement

Budget review for the quarter ended 31 December 2023

Cash & investments - Council Consolidated

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Choice:

	Actual 30/06/2023	Actual 31/12/2023
Cash and Investments		
Cash at Bank	9,029,000	1,854,863
Deposits on Call	4,205,894	5,808,000
Term Deposits	28,000,000	37,500,000
Total Cash at Bank & Investments	<u><u>\$ 41,234,894</u></u>	<u><u>\$ 45,162,863</u></u>
	Actual 30/06/2023	Projected 30/06/2024
Cash attributable to:-		
Externally restricted	34,201,127	32,549,537
Internally restricted	5,177,390	8,440,498
Opening Unrestricted	1,856,377	1,856,377
Cash surplus due to budget movements		10,399
Total Cash at Bank & Investments	<u><u>\$ 41,234,894</u></u>	<u><u>\$ 42,856,811</u></u>

Notes:

Investments have been invested in accordance with Council's Investment Policy and the Minister's Orders.

The Cash at Bank has been reconciled to Council's physical bank statements as at 31 December 2023.

The position of Cash and Investments as at 31 December 2023 is Satisfactory, noting that a number of claims for the Natural Disaster assistance are currently being assessed. Council has submitted claims to the value of \$16,387 million, received \$10,594 million and expected to submit further claims to the value of \$3.8 million.

The timing for the delivery of projects which are funded from internal reserves and included in this budget is dependent on the settlement of the Natural Disaster Claims.

Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Key performance indicators budget review statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2023

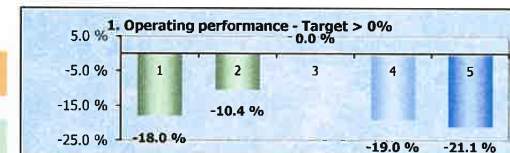
(\$000's)	Current projection		Original budget 23/24	Actuals prior periods	
	Amounts	Indicator		22/23	21/22
	23/24	23/24			

NSW local government industry key performance indicators (OLG):

1. Operating performance - Target > 0%

Operating revenue (excl. capital) - operating expenses	(9,182)	-20.9 %	-19.0 %	-4.5 %	-10.4 %
Operating revenue (excl. capital grants & contributions)	43,940				

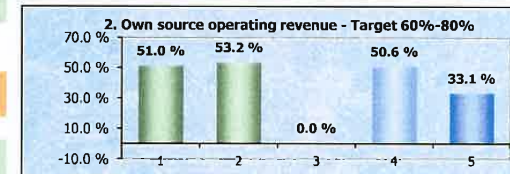
This ratio measures Council's achievement of containing operating expenditure within operating revenue. The aim would be to have a positive rates to ensure current ratepayers are paying for the community services and infrastructure they consume without leaving a debt for future ratepayers



2. Own source operating revenue - Target 60%-80%

Operating revenue (excl. ALL grants & contributions)	26,077	38.7 %	50.6 %	37.4 %	53.2 %
Total Operating revenue (incl. capital grants & cont)	67,347				

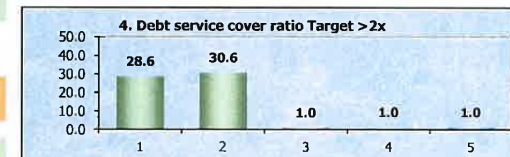
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions. Council's own source revenue is low due to the level of grant funding provided by the State and Federal Government



4. Debt service cover ratio Target >2x

Operating result before interest & dep. exp (EBITDA)	4,650	3.5	3.5	7.4	30.6
Principal repayments + borrowing interest costs	1,324				

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



Cabonne Council

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Contracts budget review statement

Budget review for the quarter ended 31 December 2023

Part A - Contracts listing - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract value (ex. GST)	Start date	Duration of contract	Budgeted (Y/N)	Notes
Omni Building Group	Construction of a new female changeroom and amenities	449,818	04/10/23	25 weeks	Y	

Cabonne Council

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Consultancy & legal expenses budget review statement

Consultancy & legal expenses overview

Expense	YTD expenditure (actual dollars)	Budgeted (Y/N)
Consultancies	590,915	P
Legal Fees	74,944	Y

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments

Expenditure included in the above YTD figure but not budgeted includes:

Details

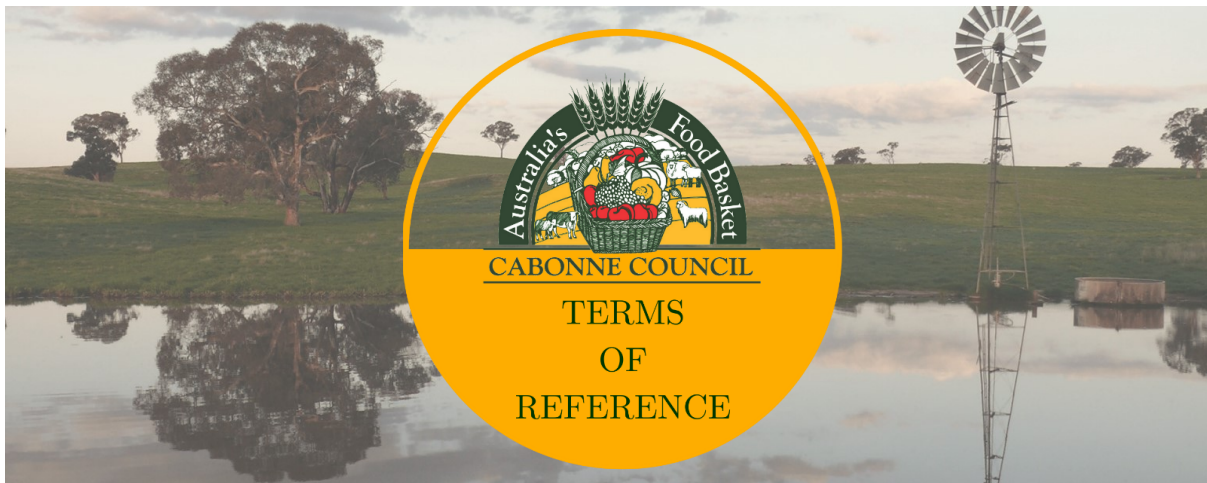
\$ 141,191	Natural Disaster Repair - Shephards	Expenditure under natural disaster claim by Transport NSW
\$ 21,966	Natural Disaster Repair - Four Mile Creek	Expenditure under natural disaster claim by Transport NSW
\$ 45,201	Natural Disaster Repair - Canomodine Lane	Expenditure under natural disaster claim by Transport NSW
\$ 20,450	Natural Disaster Repair - Manildra Foot Bridge	Expenditure under natural disaster claim by Transport NSW
\$ 11,140	Natural Disaster Repair - Coates Creek Road	Expenditure under natural disaster claim by Transport NSW
\$ 11,135	Natural Disaster Repair - Canowindra Swinging Bridge	Expenditure under natural disaster claim by Transport NSW
\$ 21,020	Natural Disaster Repair - Cudal Footbridge	Expenditure under natural disaster claim by Transport NSW
\$ 49,047	Natural Disaster Repair - Nangar Rd	Expenditure under natural disaster claim by Transport NSW
\$ 9,340	Natural Disaster Repair - Norah Creek Road	Expenditure under natural disaster claim by Transport NSW
\$ 11,680	Natural Disaster Repair - Pinecliffe Road	Expenditure under natural disaster claim by Transport NSW
\$ 342,170	Total Unbudgeted Consultancies Costs	

Cabonne Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

LOAN SCHEDULE

Lender	Asset	Original Principal	Term	Interest rate	Fixed or Variable	Annual Principal & Interest	Funding Source	Loan Start	Balance at 1 July 2023	Principal Balance at 31 December 2023	Scheduled Completion Date
CBA	Small Town Sewer	1,327,500	10	5.46%	Fixed	173,191	STSS	Dec-22	1,276,696	1,244,121	Dec-32



EUGOWRA RECOVERY ADVISORY COMMITTEE

1. Document Information

Version Date	February 2024
Author	General Manager
Owner <i>(Relevant DGM)</i>	General Manager
Next Review Date	Within 12 months of new term of Council
Document ID	

2. Introduction

The Eugowra Recovery Advisory Committee has been established by the Cabonne Local Recovery Committee in response to the flood event of 14 November 2022.

The purpose of the committee is to represent the impacted community and provide information on impacts, needs, initiatives and community concerns to assist in the development of recovery activities and services.

3. Term

Elected members continue as members of the committee until:

- The next ordinary election of the Mayor
- The next general election of Council
- The committee is disbanded or completes its purpose in accordance with these terms of reference

Other members continue until the committee is disbanded or completes its purpose in accordance with these Terms of Reference.

Any casual vacancy in elected members is filled by Council appointment. Any other casual vacancy is filled by the General Manager.

4. Role of the Committee

The Committee operates as an 'advisory committee' of Council.

5. Key Objective

The groups is non-executive and shall, as far as possible, work on the basis of consensus to:

- Assist with the recovery needs and capacity assessment of the affected community
- Reflect community concerns and initiatives and bring these to the attention of Council.

6. Responsibilities

The Committee may make recommendations to Council on all matters before it. These recommendations are submitted via the minutes of each meeting to Council for consideration.

Substantial recommendations (including any requiring the expenditure of Council funds) must be accompanied by a separate report to Council.

Committee recommendations considered purely or substantially 'operational' in nature will be directed to relevant departments within the Council organisation by delegation of the General Manager.

Advisory Committees do not have the power to incur expenditure, nor do they have the power to bind Council.

Act as a conduit from the community to Council to provide guidance in relation to the Central West Resilience and Recovery Package, in particular the Resilient Housing Program. This information will help to form Council discussions through the Community Leaders Forum, and in engagements with program delivery partners.

7. Membership

Formation of the Committee

Membership of the Committee comprising the following members:

- Elected Members – 1 representative, the Deputy Mayor with one alternate who will Chair.
- Community members – up to 11 representatives from residents and business owners by invitation of Council.
- Additional community members – up to 4 representatives from residents with homes directly impacted by flood event.
- Council Staff – up to 2, as delegated by the General Manager (secretariat and non-voting)

Other Attendance at Meetings

Attendance of other members is permitted; however no voting rights are entitled outside of the committee membership.

The Chairperson and/or the General Manager may invite community representatives, consultants or technical specialists in order to assist with advice to the committee. Invited community members and/or specialists do not have voting rights.

Meetings are not open to the general public.

Additional Council staff may be invited to attend meetings, but do not have voting rights.

8. Meetings

Meeting Schedule

The ongoing frequency and location of meetings will be determined as required by member's agreement.

Quorum

The quorum for a meeting of the Committee is 1 elected member and 5 community members. If a quorum is not present within 15 minutes of the scheduled commencement time, the meeting lapses.

Voting

In general, it is expected the Committee will develop recommendations by consensus. If, however voting is required, voting is to occur by majority vote, and the Chair has a casting vote.

Proceedings

The administrative provisions of Council's Code of Meeting Practice apply.

General business matters may be raised by members at any meeting without notice, however if the matter is substantial, a report is to be prepared and included on the agenda at a future meeting.

Minutes of each meeting are submitted to the next available Council Meeting.

9. Code of Conduct

All members of the committee are required to observe the provisions of Cabonne Council's Code of Conduct. The Code of Conduct is a series of guiding principles for all people involved with Council and covers such topics as conflicts of interest, gifts and benefits, responsible use of council information and resources, and how to make code of conduct complaints.

Committee members may encounter confidential or personal information retained by Council. If so, members are required to maintain the security of any confidential or personal information and not access, use or remove any information, unless the member is authorised to do so.

Members are not to speak to the media in their capacity as a member of the Committee. Generally, committee members are required to act lawfully, honestly and fairly in their conduct related to Council. A breach of the Code of Conduct may lead to the member being expelled from the committee.

10. Document Control

These Terms of Reference are reviewed at least at the commencement of each term of Council.

Apart from any inconsequential editing, substantial amendments to the Terms of Reference are approved by Council.

Date	Description of Changes
13 November 2022	Terms of Reference adopted by council – minute number 22/12/10
21/2/2024	Edited to reflect focus on Central West Resilience and Recovery Package. Includes additional community members to support community engagement regarding Resilient Housing Program.