



AGENDA & BUSINESS PAPERS

Notice is hereby given, in accordance with the provision of the *Local Government Act 1993* that a meeting of Uralla Shire Council will be held in the Council Chambers, 32 Salisbury Street, Uralla.

ORDINARY COUNCIL MEETING

26 September 2023

Commencing at 4:00pm



Statement of Ethical Obligations

The Mayor and Councillors are bound by the Oath/ Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of Uralla Shire and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act* or any other Act, to the best of their skill and judgement.

It is also a requirement that the Mayor and Councillors disclose conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

Toni Averay

Interim General Manager

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- 4 WEBCAST INFORMATION**
- 5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**
- 6 DISCLOSURE & DECLARATION OF INTEREST/S**

7 CONFIRMATION OF MINUTES

7.1 Confirmation of Minutes 22 August 2023 Ordinary Meeting

Department: General Manager's Office

Prepared By: Executive Assistant

Authorised By: Interim General Manager

Reference: UINT/23/12118

Attachments: 1. Minutes 22 August 2023 - Minutes of Ordinary Meeting [↓](#) 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4. We are an independent shire and well-governed community

Strategy: 4.1. Informed and collaborative leadership in our community

RECOMMENDATION

That the Minutes of 22 August 2023 Ordinary Meeting be adopted as a true and correct record;

OR

That the Minutes of 22 August 2023 Ordinary Meeting be adopted with the following amendments as a true and correct record



MINUTES of

ORDINARY COUNCIL MEETING

Held on 22 August 2023 at 4 pm

Attendance at Meeting:

Councillors: Mayor R Bell (Chair)
Deputy Mayor R Crouch
Cr T Bower
Cr S Burrows
Cr L Doran
Cr T O'Connor
Cr L Petrov
Cr T Toomey

Apologies: Cr McMullen on leave

Staff: Ms T Averay, Acting General Manager
Ms E Kinkade, Acting Executive Director Infrastructure & Development
Ms W Westbrook, Executive Assistant
Mr M Ahammed, Manager Finance & IT
Ms K Blackwood, Interim Manager, Development & Planning
Mr D Weiley, Project Manager

ORDINARY COUNCIL MEETING MINUTES

22 AUGUST 2023

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UNCONFIRMED

1 OPENING & WELCOME

The Chair declared the meeting opened at 4:00pm.

2 PRAYER

The Chair recited the Uralla Shire Council prayer.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

4 WEBCAST INFORMATION

The Chair advised the meeting was recorded, with the recording to be made available on Council's website following the meeting and reminded the attendees from making defamatory statements.

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

5.1 APOLOGIES AND LEAVE FOR CR MCMULLEN

RESOLUTION 02.08/23

Moved: Cr Sarah Burrows

Seconded: Cr Tim Bower

The Chair advised Cr McMullen was an apology for the August Meeting on leave, previously approved in 25 July 2023 Ordinary Meeting.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Leanne Doran and Bruce McMullen

CARRIED 7/0

6 DISCLOSURE & DECLARATIONS OF INTEREST/S

COUNCILLOR	ITEM OR REPORT NUMBER	PECUNIARY OR NON-PECUNIARY INTEREST	NATURE OF INTEREST
O'Connor	15.1	Non-pecuniary significant interest- will not be present for this item.	Friend and professional interaction with applicant
Crouch	14.1	Non-pecuniary interest significant – will not be present for this item	Uralla Bowling Club
Toomey	10.1	Non-pecuniary interest insignificant	Parent at Kentucky School

7 CONFIRMATION OF MINUTES

Cr Doran arrived at 4:04pm.

7.1 CONFIRMATION OF MINUTES 25 JULY 2023 ORDINARY MEETING

RESOLUTION 03.08/23

Moved: Cr Tim Bower

Seconded: Cr Tom O'Connor

That the Minutes of 25 July 2023 Ordinary Meeting be adopted as a true and correct record.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

7.2 CONFIRMATION OF MINUTES 10 AUGUST 2023 EXTRAORDINARY MEETING

RESOLUTION 04.08/23

Moved: Cr Sarah Burrows

Seconded: Cr Lone Petrov

That the Minutes of 10 August 2023 Extraordinary Meeting be adopted as a true and correct record.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)

Nil.

9 WRITTEN REPORTS FROM DELEGATES

9.1 WRITTEN DELEGATE ACTIVITY REPORT FROM THE MAYOR FOR JULY 2023

RESOLUTION 05.08/23

Moved: Mayor Robert Bell

Seconded: Cr Sarah Burrows

That Council receive the Mayor's Delegate Activity Report for July 2023.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

10 PUBLIC FORUM

PROCEDURAL MOTION: EXCEPTION GIVEN TO SPEAKER

RESOLUTION 06.08/23

Moved: Cr Sarah Burrows

Seconded: Cr Leanne Doran

That Council approved the request from Mr Tarrant to address the meeting on a matter not included in the Business Paper.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

10.1 PUBLIC FORUM - SPEAKER MR TARRANT - KENTUCKY PUBLIC SCHOOL

The Chair introduced the Speaker.

The Speaker made a presentation to Council,

The Chair invited questions from Councillors.

The Chair thanked the Speaker for his presentation to Council

11 MAYORAL MINUTE

11 PROCEDURAL MOTION - MOVE INTO CLOSED SESSION

RESOLUTION 07.08/23

Moved: Cr Sarah Burrows

Seconded: Cr Tara Toomey

Councillors requested to move into closed session to discuss item 11.1 Mayoral Minute – Outgoing General Manager – Kate Jessep.

Section under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 10A(2) of the <i>Local Government Act 1993</i> .
Sub-clause and Reason:	a - personnel matters concerning particular individuals (other than councillors).

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

At 4:20 pm, Staff were asked to leave the meeting.

At 4:32 pm, Staff were asked to returned to the meeting.

11 PROCEDURAL MOTION

RESOLUTION 08.08/23

Moved: Cr Tom O'Connor

Seconded: Cr Lone Petrov

That Council return to Open Session of Council

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

11.1 MAYORAL MINUTE -OUTGOING GENERAL MANAGER - MS KATE JESSEP**RESOLUTION 09.08/23****Moved:** Mayor Robert Bell**Seconded:** Cr Sarah Burrows

That Council thanks our outgoing General Manager, Ms Kate Jessep, for her service and commitment over the last three years, and acknowledges her contribution to Council and the Uralla community.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Tom O'Connor and Lone Petrov

Against: Crs Leanne Doran and Tara Toomey

Absent: Cr Bruce McMullen

CARRIED 6/2

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES

Nil

14 REPORTS TO COUNCIL

At 4:35pm, Deputy Mayor Robert Crouch left the meeting having declared a significant non-pecuniary interest.

14.1 DEVELOPMENT APPLICATION - DA-31-2023 - LED BUSINESS IDENTIFICATION SIGNAGE - 52 HILL STREET URALLA

RESOLUTION 10.08/23

Moved: Cr Tom O'Connor

Seconded: Cr Leanne Doran

That Council approve Development Application DA-31-2023 subject to the attached conditions of consent.

DEVELOPMENT APPLICATION CONDITIONS OF CONSENT – DEVELOPMENT APPLICATION - DA-31-2023 - LED BUSINESS IDENTIFICATION SIGNAGE - 52 HILL STREET URALLA

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2021)

Compliance with National Construction Code & insurance requirements under the Home Building Act 1989

Please Note: A reference to the National Construction Code is a reference to that Code as in force on the date the application is made for the relevant:

- (a) development consent, in the case of a temporary structure that is an entertainment venue, or*
- (b) construction certificate, in every other case.*

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.

GENERAL CONDITIONS

2. The development shall be implemented in accordance with:
 - (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
 - (b) The details set out on the plans approved and stamped by authorised officers of Council, except as amended by the conditions of this development consent.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.

3. The owner of the property is to ensure that any advertising structure is installed:
- (a) to meet the setback requirements on the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.
- Reason: To avoid any structures being erected in a location where it would be inappropriate.*
4. A Construction Certificate must be obtained from a Certifier before work commences.
- Reason: To ensure compliance with Cl.146 of the Environmental Planning and Assessment Regulation 2000.*
5. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.
- Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.*
6. The variable message sign shall be programmed to ensure compliance with the following:-
- The hours of operation of the sign display are from 9am to 10pm daily. The sign must not display any images or text outside the permitted hours of operation and must be turned off when the Bowling Club is closed.
 - The content when displayed, must be static text or images with no moving or flashing elements.
 - Only signage content that relates to the lawful use of the land (Bowling Club) is permitted to be displayed at any time.
- Reason: To protect and preserve the amenity of the locality.*

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

7. The owner of the property is to ensure that any building is constructed:
- (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.
- Reason: To avoid any buildings being erected in a location where it would be inappropriate.*
8. The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-
- | | |
|--------------------------|---|
| Monday to Saturday | 7.00 AM to 5.00 PM |
| Sunday & public Holidays | No construction activities are to take place. |
- Reason: To ensure that public amenity is not unduly affected by noise.*

9. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.

ADVISORY NOTES – GENERAL

10. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.
11. Any alteration to the drawings and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s4.55 of the Act or a fresh development application. No works other than those approved under this consent shall be carried out without the prior approval of Council.

Following debate a DIVISION DECISION was called with the result recorded as below:

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch and Bruce McMullen

CARRIED 7/0

At 4:35pm, Deputy Mayor Robert Crouch returned to the meeting.

14.2 REQUEST - NSW FIRE & RESCUE - USE OF PART COMMUNITY LAND FOR THE EXTENSION OF THE URALLA FIRE STATION

RESOLUTION 11.08/23

Moved: Cr Sarah Burrows

Seconded: Cr Lone Petrov

1. That Council note that NSW Fire & Rescue will be seeking to acquire, under the provisions of the Land Acquisition (Just Terms compensation) Act 1991, part of Lot 12 Sec 19 DP 759022 (being an area of 11m x 13m on the eastern boundary and abutting lot 1 in DP 201441) to use as the yard for the expanded fire station currently under development.

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2. That Council license the occupation of part Lot 12 Sec 19 DP 759022 to NSW Fire & Rescue on terms consistent with the Heads of Agreement detailed in this report, pending finalisation of compulsory acquisition or other suitable tenancy arrangements resolved by Council.

3. That the General Manager execute the licence under delegated authority.

Following debate a DIVISION DECISION was called with the result recorded as below:

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

14.3 UNMARKED GRAVES MEMORIAL FOR BUNDARRA CEMETERY**RESOLUTION 12.08/23**

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Lone Petrov

- i. That Council install the proposed memorial up to the value of \$2,000 subject to the endorsement of the Local Aboriginal Lands Council.
- ii. That a letter be written to Ms Gray thanking her for her initiative.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

14.4 URALLA COURTHOUSE REFURBISHMENT PROJECT FINAL SCOPE SETTING**RESOLUTION 13.08/23**

Moved: Cr Tara Toomey

Seconded: Cr Sarah Burrows

That Council notes the contents of this report and receive heritage advice from the appointed Heritage Advisor regarding the Courthouse Refurbishment project.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

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14.5 SELECTION OF ARTWORKS - CONSTELLATIONS OF THE SOUTH

RESOLUTION 14.08/23

Moved: Cr Lone Petrov

Seconded: Cr Sarah Burrows

1. That Council approves the following artworks for inclusion in the current stage of the Constellations of the South project:
 - a) The Stargazer
 - b) The Nebula
 - c) The Phoenix
 - d) The Fly
 - e) The Snake
 - f) The Peacock
 - g) The Wolf
2. Subject to funding develop stage 2 of the Constellations of the South project to reflect resolution 36.04/22 point 6: *"ensure that the Constellations of the South design reflects the contemporary aboriginal perspective on astronomy"*.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

14.6 PROJECT UPDATES - PUBLIC SPACES LEGACY PROGRAM

RESOLUTION 15.08/23

Moved: Cr Tim Bower

Seconded: Cr Sarah Burrows

That Council notes the update and status reports for the Rotary Park Project; the Pioneer Park Project; and the Glen Project.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

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14.7 LOANS AS AT 31 JULY 2023

RESOLUTION 16.08/23

Moved: Cr Tom O'Connor

Seconded: Deputy Mayor Robert Crouch

That Council notes the loan position as at 31 July 2023 totalling \$1,495,297.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

14.8 INVESTMENTS AT 31 JULY 2023

RESOLUTION 17.08/23

Moved: Cr Tom O'Connor

Seconded: Cr Sarah Burrows

That Council notes the cash position as at 31 July 2023 consisting of cash and overnight funds of \$3,674,841 and term deposits of \$20,768,862 totalling \$24,443,703 of readily convertible funds.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

14.9 MONTHLY FINANCE REPORT FOR JULY 2023

RESOLUTION 18.08/23

Moved: Cr Tom O'Connor

Seconded: Cr Tim Bower

That Council receives the attached Monthly Finance Report for July 2023.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

ORDINARY COUNCIL MEETING MINUTES

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14.10 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 16 AUGUST 2023

RESOLUTION 19.08/23

Moved: Cr Tara Toomey

Seconded: Cr Leanne Doran

That Council note the Resolution Action Status Report as at 16 August 2023.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

14.11 SCHEDULE OF ORDINARY MEETINGS 2023-2024

RESOLUTION 20.08/23

Moved: Cr Tara Toomey

Seconded: Cr Lone Petrov

That Council:

1. Adopt the Ordinary Meeting cycle for 2023-2024 as follows:

Tuesday 24 October 2023

Tuesday 28 November 2023

Tuesday 19 December 2023

Tuesday 27 February 2024

Tuesday 26 March 2024

Tuesday 23 April 2024

Tuesday 21 May 2024

Tuesday 25 June 2024

Tuesday 23 July 2024

Tuesday 27 August 2024 (care taker mode)

Tuesday 24 September 2024 (subject to declaration of Local Government Elections)

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

15 CONFIDENTIAL MATTERS**RESOLUTION 21.08/23**

Moved: Cr Sarah Burrows

Seconded: Cr Leanne Doran

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

15.1 Expression of Interest - Heritage Advisor

This matter is considered to be confidential under Section 10A(2) - c and d(i) of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

15.2 Consultant Proposals on EOI for Recruitment of General Manager

This matter is considered to be confidential under Section 10A(2) - c of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

RESOLUTION 27.08/23

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Sarah Burrows

That Council return to Open Session of Council.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Cr Bruce McMullen

CARRIED 8/0

16 COMMUNICATION OF COUNCIL DECISIONS**RESOLUTION 28.08/23****Moved:** Cr Sarah Burrows**Seconded:** Deputy Mayor Robert Crouch

That resolutions of Closed Session of Council become the resolutions of Open session of Council.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Cr Bruce McMullen**CARRIED 8/0**

AT 5:45PM, CR TOM O'CONNOR LEFT THE MEETING HAVING DECLARED A SIGNIFICANT NON-PECUNIARY INTEREST.

15.1 EXPRESSION OF INTEREST - HERITAGE ADVISOR**RESOLUTION 29.08/23****MOVED:** CR TARA TOOMEY**SECONDED:** CR SARAH BURROWS

THAT COUNCIL ENGAGE MR MITCH MCKAY FROM PORT MACQUARIE HASTINGS HERITAGE TO PROVIDE HERITAGE ADVISORY SERVICES TO COUNCIL ON A FEE FOR SERVICE BASIS.

FOR: CRS ROBERT BELL, ROBERT CROUCH, TIM BOWER, SARAH BURROWS, LEANNE DORAN, LONE PETROV AND TARA TOOMEY**AGAINST:** NIL**ABSENT:** CRS BRUCE MCMULLEN AND TOM O'CONNOR**CARRIED 7/0**

ORDINARY COUNCIL MEETING MINUTES**22 AUGUST 2023**

AT 5:48PM, CR TOM O'CONNOR RETURNED TO THE MEETING.

PROCEDURAL MOTION**RESOLUTION 30.08/23****MOVED:** CR LONE PETROV**SECONDED:** CR TARA TOOMEY**THE CHAIR CALLED FOR A DINNER BREAK AT 5:48PM****FOR:** CRS ROBERT BELL, ROBERT CROUCH, TIM BOWER, SARAH BURROWS, LEANNE DORAN,
TOM O'CONNOR, LONE PETROV AND TARA TOOMEY**AGAINST:** NIL**ABSENT:** CR BRUCE MCMULLEN

CARRIED 8/0

PROCEDURAL MOTION**RESOLUTION 31.08/23****MOVED:** DEPUTY MAYOR ROBERT CROUCH**SECONDED:** CR LEANNE DORAN**A MOTION WAS MOVED THAT COUNCIL RESUME THE MEETING AT 6:20PM.****FOR:** CRS ROBERT BELL, ROBERT CROUCH, TIM BOWER, SARAH BURROWS, LEANNE DORAN,
TOM O'CONNOR, LONE PETROV AND TARA TOOMEY**AGAINST:** NIL**ABSENT:** CR BRUCE MCMULLEN

CARRIED 8/0

ORDINARY COUNCIL MEETING MINUTES

22 AUGUST 2023

15.2 CONSULTANT PROPOSALS ON EOI FOR RECRUITMENT OF GENERAL MANAGER

RESOLUTION 32.08/23

MOVED: CR TARA TOOMEY
SECONDED: CR LEANNE DORAN

THAT COUNCIL:

1. APPOINT CAPSTONE RECRUITMENT TO UNDERTAKE THE RECRUITMENT OF URALLA SHIRE COUNCIL'S GENERAL MANAGER AND DELEGATE TO THE MAYOR AUTHORITY TO ENGAGE THE PREFERRED AGENCY.
2. ADVISE THE AGENCY TO PROVIDE COUNCIL WITH A FULL LIST OF APPLICATIONS, IDENTIFYING CANDIDATES FOR INTERVIEW WHO MEET COUNCIL'S CRITERIA, AND APPLICATIONS WHICH ARE NOT RECOMMENDED AND WHY.

FOR: CRS ROBERT BELL, ROBERT CROUCH, TIM BOWER, SARAH BURROWS, LEANNE DORAN, LONE PETROV AND TARA TOOMEY

AGAINST: CR TOM O'CONNOR

ABSENT: CR BRUCE MCMULLEN

CARRIED 7/1

RESOLUTION 33.08/23

AMENDMENT

MOVED: CR SARAH BURROWS
SECONDED: DEPUTY MAYOR ROBERT CROUCH

1. PURSUANT TO SECTIONS 334, 336, 338, 348 AND 349 OF THE LOCAL GOVERNMENT ACT 1993 (NSW) A GENERAL MANAGER SELECTION PANEL BE ESTABLISHED TO FACILITATE THE RECRUITMENT PROCESS AS DETAILED IN THE REPORT, CONSISTING OF THE MAYOR (CHAIR), DEPUTY MAYOR, COUNCILLOR BURROWS, COUNCILLOR PETROV AND DR MEREDITH CAELLI (INDEPENDENT PERSON).
2. THAT COUNCIL APPROVE THE BUDGET FOR RECRUITMENT OF THE GENERAL MANAGER AS DETAILED IN THE REPORT AND THAT THIS BE ADJUSTED IN A FUTURE BUDGET REVIEW.

FOR: CRS ROBERT BELL, ROBERT CROUCH, TIM BOWER, SARAH BURROWS, LEANNE DORAN, TOM O'CONNOR, LONE PETROV AND TARA TOOMEY

AGAINST: NIL

ABSENT: CR BRUCE MCMULLEN

CARRIED 8/0

17 CONCLUSION OF MEETING

The meeting was closed at 7:24pm.

8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)

9 WRITTEN REPORTS FROM DELEGATES

9.1 Written Delegate Activity Report from the Mayor for August 2023

Department:	General Manager's Office
Prepared By:	Mayor
Authorised By:	Interim General Manager
Strategy:	4.1. Informed and collaborative leadership in our community

RECOMMENDATION

That Council receive the Mayor's Delegate Activity Report for August 2023.

REPORT

Mayor: Robert Bell		
Date of Council Meeting: 26 September 2023		
DATE	COMMITTEE/MEETING/EVENT	LOCATION
1 Aug 2023	Farewell Dinner – Christine Valencius	Uralla
2 Aug 2023	Interim General Manager meeting	Uralla
2 Aug 2023	ZNet Meeting	Uralla
3 Aug 2023	CoREM Meeting	Sydney
4 Aug 2023	CMA Meeting	Sydney
7 Aug 2023	Nova Meeting	Armidale
7 Aug 2023	GM weekly catch up meeting with Councillors	Uralla
9 Aug 2023	Leading Roles Meeting	Uralla
10 Aug 2023	Uralla Local Traffic Committee Meeting	Uralla
10 Aug 2023	NBN Meeting	Uralla
11 Aug 2023	Farewell Breakfast – General Manager	Uralla
14 Aug 2023	GM weekly catch up meeting with Councillors	Uralla
15 Aug 2023	Reconstruction Authority Meeting	Uralla
17 Aug 2023	Uralla Hospital Auxiliary Meeting	Uralla
18 Aug 2023	Murray Darling Association Meeting	Via Zoom
19 Aug 2023	Bangladesh Cultural Society Annual Cultural Night	Armidale UNE
21 Aug 2023	Thunderbolt Festival support meeting	Uralla
21 Aug 2023	GM weekly catch up meeting with Councillors	Uralla
21 Aug 2023	Leadership for Public Office Training	Uralla
22 Aug 2023	DA-31-2023 On site Meeting – Bowling Club	Uralla
22 Aug 2023	Council Ordinary Meeting	Uralla
28 Aug 2023	GM weekly catch up meeting with Councillors	Uralla
2023 Expenses Claims to date for Councillors		\$0

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE

Nil

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

12.1 Notice of Motion -Constitutional Referendum

Reference: UINT/23/12217

Attachments: 1. Minutes 25 June 2012 Ordinary Meeting [↓](#) 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4. We are an independent shire and well-governed community

Strategy: 4.1. Informed and collaborative leadership in our community

SUMMARY

1. The council currently elects the mayor by electors ‘the popularly elected mayor’. This situation arose in late 2011 when Councillors sought advice on the merits of reducing from 9 Councillors to 6. From this came a motion to abolish wards so that the numbers of elected members could be reduced. The motion to abolish wards was lost, however the Councillors at the time resolved to hold a constitutional referendum to reduce the number of wards and alter the basis on which the mayor attains office.
2. The constitutional referendum the Councillors put forward to the parliamentary counsel for approval, was complex with multiple parts and was confusing. See attached minutes of 25 June 2012 pg 41-42.
3. The constitutional referendum question needs to be a yes or no answer.
4. Councillors may choose to revert to 3 Wards with 3 members elected from each however we could run into the same issue as previously with the question becoming confusing.
5. Note - previous research suggests reducing the elected members from 9 to a lesser number would not lead to significant saving in Councillors’ remuneration or expenses. Less numbers of Councillors would mean a greater workload burden for each of the Councillors.
6. Following feedback from members of the community (especially at Bundarra) I recommend reverting to 3 Wards with 3 members elected from each. The referendum question needs to be clearly stated.

COUNCILLOR’S MOTION

That Council:

1. Resolves to hold a Constitutional Referendum in conjunction with the next ordinary Council election, due in September 2024, to seek community opinion [Local Government Act (1993) Chapter 4, Part 3] with respect to:
 - a. reverting back to 3 Wards in the Uralla Shire Council Area [Local Government Act (1993) Division 2, s 16 (a)] and;
 - b. change the basis on which the mayor attains office from: election by electors - to election by Councillors [Local Government Act (1993) Division 2, s 16 (b)].
2. Proposes the Constitutional Referendum question be: Do you support reverting back to 3 Wards; A, B and C, and that the Mayor be decided by the Councillors who are elected as your representatives?

Submitted by Councillor Leanne Doran

GENERAL MANAGER'S COMMENT

The preparation of a Constitutional Referendum question through the Electoral Commission, and any subsequent work required to facilitate a boundary change to the current ward arrangements (including the preparation of boundary plans, public exhibition and invitation for submissions and subsequent reporting), will take staff resourcing which has not been factored into current budgets. This will also impact on other operational priorities.

Further, given the current financial and resource constraints impacting on Council's day to day service delivery and forward planning, it is recommended Council consider the costs and benefits of a constitutional referendum for the broader community against other priorities.

STAFF ADVICE

Background:

1. Changing the way the Mayor is elected

1.1 There are two methods to elect a Mayor

- by popular vote, or
- as a decision of the elected Council.

A constitutional referendum is required to change the method.

1.2 If Council resolves to undertake a referendum at the next election, it must notify the electoral Commission and advise them of the question proposed to be put to the community.

The notice must be received by the Electoral Commission by 12 noon on the day the electoral roll is closed. In practice, however, it is recommended that Council notifies the Commission as soon as possible after a Council resolution on the matter, and that the election question be submitted no later than the end of June 2024. This allows the Commission to draft the ballot paper and refer it to Council for endorsement. This also allows the Commission sufficient time to allocate additional resources to meet the demands of the referendum in addition to the election.

Should Council resolve to adopt the Councillor's motion, it is recommended that Council add a third recommendation to the resolution to refer the draft referendum question to the Electoral Commission and Office of Local Government for comment and advice.

2. Impact of changing the current approach to electing the Mayor

2.1 If a constitutional referendum changes the way the Mayor is elected Council will need to consider how it can meet the requirements for equal representation in each ward

Fundamental requirements for Wards include the following:

- Ward boundaries must correspond with appropriate electoral and census districts (this requires consultation and approvals through the Electoral Commission and the Australian Statistician).
- Must have equal representation of councillors in each ward. Variations in the number of electors between each ward must be less than 10%.
- A popularly elected Mayor cannot be included as a ward representative.

- 2.2 To achieve equal representation in each ward, Council will need to choose one of the following options, each requiring a Constitutional Referendum:
- Change the way the Mayor is elected and increase the number of wards to three so that there are nine Councillors allowing three representative in each ward; or
 - Change the way the Mayor is elected, retain the two ward structure and reduce the number of Councillors by at least 1, allowing equal representation in each of the two existing wards; or
 - Should Council seek to revert to three wards and retain the popularly elected Mayor it will need to change the number of Councillors to achieve equal representation in each ward (e.g reduce the number of councillors to six, or increase to at least nine (excluding the popularly elected Mayor).
- 2.3 Council does not need to undertake a Constitutional Referendum to change the number of wards from two to three as this constitutes a ward boundary adjustment. There is a formal process to follow to amend ward boundaries which is detailed below.

3. When can a Constitutional Referendum be held

A Constitutional Referendum can be undertaken at any time. However, the cost of the exercise is generally the same as the cost of running a Local Government election. For this reason, Constitutional Referendums are generally undertaken at the same time as local government elections.

The outcome of referendums are binding on Council; however, referendum outcomes do not take effect until the next local government election *after* the referendum. So in this instance, if Council undertook a Constitutional Referendum at the 2024 elections, the new arrangements would not come into effect until the 2028 election.

4. Altering ward boundaries

Before altering ward boundaries a council must:

- Consult with the Electoral Commission and Australian statistician to ensure the accuracy of the ward boundaries and that elector representation is equal;
- Prepare and publically exhibit a plan detailing the ward boundaries;
- Give public notice of the proposed boundaries, exhibition period (not <28 days) and period for submission (not < 42 days); and
- Consider all submissions.

Should Council resolve to undertake a Constitutional Referendum and the community supports the proposal to change the way the Mayor is elected with no change to the number of Councillors, Council will need to increase the number of wards from two to three.

It will not be necessary to commence the work required to amend ward boundaries until after the 2024 election. Amendments to ward boundaries need to be finalised at least 12 months before the next election.

COUNCIL IMPLICATIONS

Community Engagement/Communication (per engagement strategy)

Less councillors may put an extra workload on the councillors to maintain representation to the community. Councillors may have to travel more throughout the shire instead of representing their wards.

Policy and Regulation

Local Government Act 1993 and Local Government (General) Regulations 2021

Financial (LTFP)

Increasing or decreasing the number of Councillors will impact on the cost of Councillors

Asset Management (AMS)

N/A

Workforce (WMS)

N/A

Legal and Risk Management

If Council undertook a Constitutional Referendum at the 2024 elections, the new arrangements would not come into effect until the 2028 election.

Performance Measures

N/A

Project Management

N/A



ORDINARY MEETING OF COUNCIL

Held at 12 noon
On 25 June 2012

Councillors:

Cr I Strutt (Mayor)
Cr M Pearce (Deputy Mayor)
Cr K Dusting
Cr M Dusting
Cr R Filmer
Cr S Powley
Cr R Spreadborough
Cr K Ward
Cr L Wilson

Attendees:

Mr T O'Connor, General Manager
Mr R Bell, Director of Engineering Services
Mrs J Michie, Director of Administrative Services
Mr W Sellings, Manager of Health and Building Services
Ms L Cumming, Manager of Planning
Mr P Steedman, Minute Clerk

MINUTES

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GLOSSARY OF ACTION OWNERS	
GM	Mr T O'Connor, General Manager
DES	Mr R Bell, Director of Engineering Services
DAS	Ms J Michie, Director of Administrative Services
MHBS	Mr W Sellings, Manager of Health and Building Services
MP	Ms L Cumming, Manager of Planning
EA	Mr P Steedman, Executive Assistant

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Resolution Number	Minutes of the Uralla Shire Council at an Ordinary Meeting held at 12 noon on 25 June 2012	For Action
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The Meeting Commenced at: 12:01pm

ATTENDANCE

Present were the Chairperson Cr I Strutt (Mayor), Cr M Pearce, (Deputy Mayor) and Councillors K Dusting, M Dusting, R Filmer, S Powley, R Spreadborough, K Ward from 3:05pm, L Wilson, General Manager (Mr T O'Connor), Director of Engineering Services (Mr R Bell), Director of Administrative Services (Mrs J Michie), Manager of Planning (Ms L Cumming) from 12:15pm, Minute Clerk (Mr P Steedman).

PRAYER

ACKNOWLEDGEMENT TO COUNTRY

APOLOGY

Cr K Ward was advised as an Apology to the 25 June 2012 Meeting.

229/12 MOVED/ CARRIED (Crs R Filmer / M Pearce)

That the apology for Cr K Ward be accepted.

CONFIRMATION OF MINUTES

Ordinary Meeting of 28 May 2012

230/12 MOVED/ CARRIED (Crs R Spreadborough / S Powley)

That the Minutes of the Ordinary Meeting held on 28 May 2012 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

EA

Closed Session of Ordinary Meeting of 28 May 2012

231/12 MOVED/ CARRIED (Crs R Filmer / M Dusting)

That the Minutes of the Closed Session of the Ordinary Meeting held on 28 May 2012 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

EA

MATTERS ARISING FROM THE MINUTES

Ordinary Meeting of 28 May 2012

Resolution 208/12 DIVISION DECISION

Development Application 9/2012

SEPP 1 Objection to Enable Two Dwelling Entitlements

The General Manager made reference to Resolution 208/12 for the granting of Dwelling Entitlements to Lots 187 and 188 DP 755829, as detailed on page 16 of the Minutes.

Cr R Spreadborough, having previously declared an Interest in this matter as a relative of the Applicant, left the meeting at this time (12:06pm).

The General Manager explained the requirement to amend Resolution 208/12 detail to more accurately convey particulars in the Development Approval granted. These amendments involved a change to the applicable Development Assessment Conditions from '1-9' to '1-8' and the removal of unnecessary 'Condition 9' information.

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Resolution Number	Continuation of the Minutes of the Uralla Shire Council at an Ordinary Meeting held at 12 noon on 25 June 2012	For Action
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MATTERS ARISING FROM THE MINUTES

Ordinary Meeting of 28 May 2012 (continued)

MOTION

DIVISION DECISION

232/12 **MOVED/ CARRIED (Crs R Filmer / M Dusting)**

That Resolution 208/12 be amended to show approval as being subject to Conditions 1-8 in the Development Assessment Report and the removal of Condition 9 detail, as follows:

“ Conditions to be Completed Prior to Occupation/Use Commencing:

- 9. Prior to the issue of an Occupation Certificate all works required under the heading “Prior to the issue of a Construction Certificate”, shall have been completed and an inspection by Uralla Shire Council staff confirming that all works are satisfactory shall have been performed. ”

MP

A Division was called and the result was as follows:

FOR: K Dusting, M Dusting, R Filmer, M Pearce, S Powley, I Strutt, L Wilson.

AGAINST: Nil

ABSENT: R Spreadborough, K Ward

Cr R Spreadborough, having previously left the meeting at 12:06pm, due to an earlier declared Interest, returned to the meeting at this time (12:08pm).

Closed Session of Ordinary Meeting of 28 May 2012

Cr S Powley requested a status update from the General Manager in regard to Resolutions 225/12 and 227/12 for the display of Decals on Council passenger vehicles and outdoor work units, as detailed on page 23 of the Minutes.

The General Manager confirmed the completion of works for the application of Decals to Council passenger vehicles and outdoor work units.

Cr R Spreadborough noted the apparent application of Decals to only one side of each vehicle and queried why Decals had not been applied to both sides?

The General Manager advised that existing convention had dictated application of Decals to only the Driver’s-side of each vehicle.

In response, Cr Spreadborough indicated the actual intent of Resolutions 225/12 and 227/12 was for display of Decals on both sides of each vehicle and requested that the General Manager implement arrangements for the further application of Decals on this basis.

The General Manager, in acknowledging the request from Cr Spreadborough, took the matter on-notice to investigate and advise.

DECLARATIONS OF CONFLICT OF INTEREST

At request of the Chair, the Minute Clerk tabled details of the pecuniary and non-pecuniary Conflict of Interest Declarations received in relation to the 25 June 2012 meeting.

Submitted By:	Interest Declared:
n/a	There were no Declarations received

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RESPONSES TO QUESTIONS ON-NOTICE

Questions On-Notice Received and From Previous Meetings

The Chair referred Councillors to the responses provided to "Questions On-Notice" raised at the Ordinary meeting of Council held Monday, 28 May 2012:

Cr L Wilson

QUESTION:

Bundarra Neighbour Aid Service

How will the provision of Bundarra Neighbour Aid Services be managed following retirement of the Program Coordinator in June 2012?

GM

RESPONSE:

The position of Bundarra Neighbour Aid Services Co-ordinator was re-evaluated and a new position combining portions of the co-ordinator's duties and those of the day centre co-ordinator, who has also retired, into the Co-ordinator, Bundarra Neighbour Aid Services was formed. This position is a hands-on one reporting to the Manager Tablelands Community Support Options Program (TCSOP) through the senior case manager TCSOP.

While the position was being advertised; Max Elphick, from the Grace Munro Aged Care Centre Ltd (GMAC) contacted the General Manager to see if there was a way for GMAC providing the service. The General Manager suggested that GMAC make a submission to provide the hands on service, in place of a single employee. This would be similar to the project management role that Southern New England Landcare (SNELC) provided for the four councils in the HiCUB project, where an organisation provided project management in place of a single employee. The submission received, from Sue Kenny of GMAC, effectively asked for the auspice to be transferred from Council to GMAC.

The Director Administrative Services responded to Sue Kenny on 6 June 2012 outlining the prohibition of Council sub-brokering management of the program, under the terms and conditions of the funding agreement, and the conflicting purposes of BNAS and GMAC. BNAS is funded by Home and Community Care for the purpose of enabling eligible persons to live independently in their homes. Residents of an aged care facility are excluded from eligibility for HACC services provided by BNAS. The Uralla Shire Council can manage the program either through its administration, as previously, or through other programs funded to enable clients to remain in the homes, such as the proposed model using TCSOP. Council could not administrate the BNAS program through McMaugh Gardens Aged Care Centre management.

The interviews for the advertised position have been completed and the offered position has been accepted.

QUESTION:

Proof Reading of Documents and Business Paper Reports

Can Documents and Business Paper Reports be thoroughly proof-read and any errors amended prior to their submission to Council?

GM

RESPONSE:

Procedures to proof read business paper reports and other documents will be improved.

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RESPONSES TO QUESTIONS ON-NOTICE (continued)

Cr R Spreadborough

QUESTION:

Letter from Mr P W Rhodes

Can the General Manager provide an acknowledgement to Mr P W Rhodes in response to his letter to Cr R Spreadborough of 27 May 2012?

GM

RESPONSE:

The General Manager provided an acknowledgement letter to Mr Rhodes on Monday 4 June 2012. A response to the questions in the letter was sent on 13 June 2012.

The Chair advised that no "Questions On-Notice" were received for inclusion to the Business Paper for the 25 June 2012 Meeting of Council.

MAYOR'S REPORT

Cr I Strutt

Item 1

Report on 2012 Shires Association Annual Conference

U12/199

233/12 MOVED/ CARRIED (Crs R Spreadborough / S Powley)

That Council note the Report on the 2012 Shires Association Conference.

The Manager of Planning, having been absent from commencement of the meeting, arrived at the meeting during discussion of the above motion (12:15pm).

The Director of Engineering Services left the meeting at (12:20pm).

STAFF REPORTS

GENERAL MANAGER'S REPORT

Governance and Administration

Item 1

Operational Plan for 2012/2013

U09/6573

234/12 MOVED/ CARRIED (Crs R Spreadborough / M Pearce)

That Council adopt the 2012/2013 Uralla Shire Council Operational Plan (Parts 1 to 5), including the Budget for 2012/2013 and Forward Estimates 2013/2014 to 2021/2022 as advertised and amended.

GM

This is Page 9 of the Minutes of Uralla Shire Council at an Ordinary Meeting of Council held on 25 June 2012

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GENERAL MANAGER'S REPORT

Governance and Administration (continued)

Item 2

Uralla Shire Council Operating Policies

U07/70

- 235/12 MOVED/ CARRIED (Crs S Powley / R Filmer)**
That Council adopt the Corporate Services – Human Resources Operating Policy – First Aid Policy 2.3.22. **GM**
- 236/12 MOVED/ CARRIED (Crs R Spreadborough / M Pearce)**
That Council adopt the Corporate Services – Human Resources Operating Policy – Children in the Workplace Policy 2.3.21. **GM**

The Director of Engineering Services, having left the meeting at 12:20pm, returned to the meeting during discussion of the above Motions (12:30pm).

Item 3

Local Government Elections 2012 Estimated Costs

U12/209

- 237/12 MOVED/ CARRIED (Crs R Filmer / M Pearce)**
That Council note:
1. the estimate by the New South Wales Electoral Commission for its cost for the conduct of the Uralla Shire Council election at \$41,130.
 2. the scope summary for the conduct of the 2012 council election
 3. that no advance payment is to be made, with full payment expected by the end of January 2013

Item 4

Constitutional Referendum – Mayor and Wards

U12/209

PROCEDURAL MOTION

- 238/12 MOVED/ CARRIED (Crs S Powley / R Spreadborough)**
That Council move to a 'Committee of the Whole', to discuss the General Manager's Item 4 Report and Recommendation.

Councillor's discussed options for the Referendum Question relating to the popular election of the Mayor by Electors.

PROCEDURAL MOTION

- 239/12 MOVED/ CARRIED (Crs S Powley / R Spreadborough)**
That Council resume Standing Orders.

The General Manager advised that no Motion was determined during the Committee of the Whole.

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Item 4 (continued)
Constitutional Referendum – Mayor and Wards

MOTION

MOVED/ SECONDED (Crs R Spreadborough / L Wilson)

That Council:

1. hold a Constitutional Referendum in conjunction with the 8 September 2012 Council election with the preamble: *“The Mayor of the Uralla Shire Council is currently elected by the Councillors”* and the question: *“Do you favour the election of the Mayor by the Electors for a four year term, reducing the number of Wards from three to two (one Urban and one Rural) maintaining nine Councillors (including the Mayor) to enable the election of four Councillors from the two Wards?”*.
2. have staff develop the case for and against the election of Mayor by Electors, with agreement of Councillors, for publication and circulation to Electors of the Uralla Shire Council.

FORESHADOWED MOTION

MOVED/ (Cr R Filmer)

That Council:

1. hold a Constitutional Referendum in conjunction with the 8 September 2012 Council election with the preamble: *“The Mayor of the Uralla Shire Council is currently elected by the Councillors”* and the question: *“Do you favour the election of the Mayor by the Electors for a four year term, reducing the number of Wards from three to two (one Urban and one Rural) and the number of Councillors from nine to seven (including the Mayor) to enable the election of three Councillors from the two Wards?”*.
2. have staff develop the case for and against the election of Mayor by Electors, with agreement of Councillors, for publication and circulation to Electors of the Uralla Shire Council.

240/12 Following debate the MOTION was PUT and CARRIED

That Council:

1. hold a Constitutional Referendum in conjunction with the 8 September 2012 Council election with the preamble: *“The Mayor of the Uralla Shire Council is currently elected by the Councillors”* and the question: *“Do you favour the election of the Mayor by the Electors for a four year term, reducing the number of Wards from three to two (one Urban and one Rural) maintaining nine Councillors (including the Mayor) to enable the election of four Councillors from the two Wards?”*.
2. have staff develop the case for and against the election of Mayor by Electors, with agreement of Councillors, for publication and circulation to Electors of the Uralla Shire Council.

GM

ADJOURNMENT

LUNCHEON RECESS (1:05 - 1:35pm)

241/12 MOVED/ CARRIED (Crs M Pearce / R Spreadborough)

That Council break for a 30 minute Luncheon Adjournment (1:05pm – 1:35pm)

The Meeting resumed at 1:35pm.

This is Page 11 of the Minutes of Uralla Shire Council at an Ordinary Meeting of Council held on 25 June 2012

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PRESENTATIONS TO COUNCIL

Have Your Say

PROCEDURAL MOTION

242/12 **Late Request to Address Council lodged by Mr Colin Brady**

MOVED/ CARRIED (Crs R Spreadborough / R Filmer)

That the late "Have Your Say" request from Mr Colin Brady be noted and leave to address Council granted.

Speakers in Order of Presentation:

The Chair introduced the Speakers in order of Presentation as follows:-

1. Mr Carl Nelson

Uralla Shire Resident/Ratepayer

Mr Nelson was not present in the Chamber when called.

2. Mr John Cassidy AO., FIEng AUST

Uralla Shire Resident/Ratepayer

The Speaker delivered a presentation on the subject of B-Double Transportation Routes within the Shire.

The Chair thanked Mr Cassidy for his Presentation to Council.

3. Mr Colin Brady

Uralla Shire Resident/Ratepayer

The Speaker delivered a presentation on the subject of B-Double Transportation Routes within the Shire.

The Chair thanked Mr Brady for his Presentation to Council.

The General Manager left the meeting at 1:55pm and returned at 2:00pm

The Chair read aloud details from an email, time-stamped 1:15pm Sunday 24 June 2012, from Cr K Ward, in relation to B-Double Transportation Routes within the Shire, copies of which had been circulated for the information of Councillors.

The Chair informed Councillors that the Item 7 Technical Services Report from the Director of Engineering Services would now be brought forward for their immediate consideration.

DIRECTOR OF ENGINEERING SERVICES' REPORT

Technical Services

Item 7

B-Double Approval for Bakers Creek Road

U07/196

243/12 **MOVED/ CARRIED (Crs S Powley / R Filmer)**

That Council defer a decision on Bakers Creek Road until after a cost assessment and public consultation as well as a workshop and site visit by Councillors.

DES

This is Page 12 of the Minutes of Uralla Shire Council at an Ordinary Meeting of Council held on 25 June 2012

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STAFF REPORTS (continued)

GENERAL MANAGER'S REPORT

Governance and Administration (continued)

Item 5

"Destination 2036" Action Plan

U12/6892

244/12 MOVED/ CARRIED (Crs S Powley / M Pearce)

That Council:

1. note the release of the "Destination 2036" Action Plan by the Minister for Local Government, Hon Don Page, on Tuesday 12 June 2012 during the 2012 NSW Shires Association Conference.
2. Incorporate a copy of the "Destination 2036" Action Plan into the Councillors and Senior Staff Information folder.
3. Maintain a watching brief on the progress of actions within the Action Plan and be involved where-ever possible in the implementation of the Plan, especially with the Independent Local Government Review Panel.

GM

Item 6

Local Government Managers Australia NSW Forum

U07/65

245/12 MOVED/ CARRIED (Crs R Spreadborough / S Powley)

That Council note the report on the General Manager's attendance at the LGMA NSW Forum held at the Four Points Sheraton, Darling Harbour, Sydney on Monday 4 June 2012.

Item 7

Local Government in Emergency Management Conference

U07/6392

246/12 MOVED/ CARRIED (Crs R Filmer / R Spreadborough)

That Council note the report on the General Manager's attendance at the Local Government in Emergency Management Conference in Sydney; on Thursday, 7 June 2012 and endorse his recommendation that unless the subject matter of next year's conference directly relates to the Uralla Shire Council, no representative be sent to this conference.

Item 8

Promoting Better Practice Review

U12/104

247/12 MOVED/ CARRIED (Crs R Spreadborough / S Powley)

That Council:

- note the Promoting Better Practice Program Review Report – Uralla Shire Council – June 2012, attached to the Division of Local Government's letter of 7 June 2012, particularly the Review Team's comments on Council's responses in Part IV.
- endorse the Action Plan prepared by Staff.
- make the Promoting Better Practice Program Review Report – Uralla Shire Council – June 2012 available on Council's website.
- Require Staff to provide quarterly progress reports on the Action Plan, commencing September 2012, to ensure completion of the report to the Division of Local Government on its progress by June 2013.

GM

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GENERAL MANAGER'S REPORT

Governance and Administration (continued)

Item 9

Renaming Blackfellows Gully

U07/766

248/12 MOVED/ CARRIED (Crs S Powley / R Filmer)

That Council advertise for a period of 28 days calling for submissions on the change of the name of Blackfellows Gully on the Bundarra Road to Iwata Gully before seeking approval from the Geographic Names Board.

GM

Item 10

Financial Assistance Grant Advance

U07/219

249/12 MOVED/ CARRIED (Crs M Dusting / R Filmer)

That Council note the receipt of the \$1,081,803 two quarters advance of the 2012/2013 Financial Assistance Grant from Federal Government through the NSW Grants Commission.

Health and Building

Item 1

Uralla Shire Council Environmental Committee Constitution

12/150

Cr S Powley advised details of a late requested amendment to details in the Constitution relating to the timeframe defined for scheduling of the Annual General Meeting.

250/12 MOVED/ CARRIED (Crs S Powley / M Dusting)

That Council

- note the provisions of the Constitution as endorsed by the Uralla Shire Council Environmental Committee at its meeting held Tuesday, 5 June 2012.
- adopt the Constitution, as amended, as the governing instrument of the Uralla Shire Council Environmental Committee.

MHBS

MOTION

Retirement of Manager Health and Building Services

The General Manager announced details of the impending retirement of Council's Manager Health and Building Services, Mr Warren Sellings.

251/12 MOVED/ CARRIED (Crs S Powley / M Dusting)

That Council thank the Manager Health and Building Services for his efforts and many years of service to the Uralla Shire Council.

This is Page 14 of the Minutes of Uralla Shire Council at an Ordinary Meeting of Council held on 25 June 2012

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GENERAL MANAGER'S REPORT

Planning

Item 1

Heritage Advisory Annual Report 2011-2012
U07/6413

- 252/12 MOVED/ CARRIED (Crs S Powley / R Spreadborough)**
That Council note the 2011-2012 Annual Report submitted to the NSW Heritage Office under the Local Government Heritage Management Program.

Item 2

Uralla Local Heritage Fund 2011-2012
U07/6413

- 253/12 MOVED/ CARRIED (Crs S Powley / R Spreadborough)**
That Council note the Local Heritage Fund Annual Report 2011-2012.

Item 3

Biodiversity Strategy and Community Based Study Briefs
U07/6413

- 254/12 MOVED/ CARRIED (Crs S Powley / M Pearce)**
That Council note that the Biodiversity Strategy Brief and Community Based Heritage Study Brief have been sent out for expressions of interest.

Cr Spreadborough left the meeting at this time (2:48pm).

Item 4

Planning Application Approvals and Refusals for the Month of May 2012
U07/168

- 255/12 MOVED/ CARRIED (Crs S Powley / M Pearce)**
That Council note the information contained within the Planning Application Approvals and Refusals Report for the month of May 2012.

The Manager of Planning left the meeting at this time (2:50pm).

Cr Spreadborough, having left the meeting at 2:48pm, returned to the meeting at this time (2:50pm).

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DIRECTOR OF ADMINISTRATIVE SERVICES' REPORT

Administration and Finance

Item 1

Cash at Bank and Investments

U10/1

256/12 MOVED/ CARRIED (Crs R Filmer / M Pearce)

That Council note the cash position at 31 May 2012 consisting of; cash and overnight funds of \$1,368,867.49; term deposits of \$5,300,00.00 totalling \$6,668,671.49 of readily convertible funds.

Item 2

Uralla Shire Council Finance Committee

U07/01

257/12 MOVED/ CARRIED (Crs R Filmer / R Spreadborough)

That Council:

1. note the Financial Statements consisting of the Budget Review by Resource Code and Budget Review by Function, Collection of Rates, Loan Details and Outstanding Debtor Report for the year to 31 May 2012;
2. note the monthly report from Structured Credit Research and Advisory Pty Ltd;
3. endorse the agreement with FIG to transfer Custody Deed of its remaining fixed interest investments to the DirectBonds Custody Service.

DAS

Community Services

Item 1

Visitor Information Centre Monthly Report

U07/273

258/12 MOVED/ CARRIED (Crs S Powley / R Spreadborough)

That the Community Development Officer's Report on activities at the Visitor Information Centre for May 2012 be noted.

Item 2

Sealing of Documents

U07/3070-02

259/12 MOVED/ CARRIED (Crs L Wilson / M Pearce)

That Council endorse the affixing of the Uralla Shire Council Seal by the Mayor and General Manager to the Funding Agreements with:

1. Department of Health and Ageing to provide services through the Commonwealth HACC Program from 1 July 2012 to June 2015;
2. Department of Health and Ageing to fund the Aboriginal Development Access Officer position from 1 July 2012 to June 2015;
3. Ageing, Disability and Home Care, NSW Family and Community Services to provide services to young people with disabilities and their carers from 1 July 2012 to June 2015;
4. Ageing, Disability and Home Care, NSW Family and Community Services to extend the flexible respite service to young people and their carers from 1 July 2012 to June 2015.

DAS

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DIRECTOR OF ENGINEERING SERVICES' REPORT

Technical Services

Item 1

Naming of Lane off Marble Hill Road, Invergowrie

U07/766

260/12 MOVED/ CARRIED (Crs S Powley / M Pearce)

That Council resolve to name this lane and invite residents to suggest suitable names for Council's consideration.

DES

Item 2

Road Naming – 'Looanga Road'

U07/766

261/12 MOVED/ CARRIED (Crs R Spreadborough / S Powley)

That Council contact the Geographic Names Board and advise them of Council's support for the renaming of the road from Danehurst Road to Green Gully Road as Looanga Road and request their approval.

DES

Item 3

Mid North Weight of Loads Group – Renewal of Agreements

U08/6493

262/12 MOVED/ CARRIED (Crs S Powley / M Pearce)

That Uralla Shire Council agree to jointly employ Ordinance Inspectors with other Councils participating in the Mid North Weight of Loads Group for a further term of two (2) years effective from 1 July 2012 and that relevant documents be completed.

DES

Cr K Ward, having been previously advised as an apology, arrived at the meeting during discussion of the above Motion (3:05pm).

Item 4

Authorised Officers

U07/245

263/12 MOVED/ CARRIED (Crs L Wilson / S Powley)

That Council authorise the following Staff for property access under the relevant Acts and arrange identification cards for these Officers:-

1. POEO Act and local Government Act:
 - Paul Byrne
 - Shane Barraclough
 - Neil Cullen
2. POEO Act, Local Government Act and Roads Act:
 - Robert Bell
 - Trevor Wagner
 - Ken McMillan
 - Greg Parkes
 - Michael McLennan
 - Anthony Swilks
 - Peter Gregory
3. Local Government Act:
 - Rodney Hargrave
 - Shannon Rafferty
 - Shane Speer
 - Robert Johnson
 - Dale Harris
 - Lindsay Ward

DES

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DIRECTOR OF ENGINEERING SERVICES' REPORT

Technical Services (continued)

Item 5

Works Progress for Period Ended 15 June 2012

Item 6

Works Planning

U07/3041

264/12 MOVED/ CARRIED (Crs R Spreadborough / L Wilson)

That the Works Progress for the Period ended 15 June 2012 and the Planned Works be noted.

Item 8

Works Progress Advisory Unit

U07/172

265/12 MOVED/ CARRIED (Crs S Powley / R Filmer)

That Council note the minutes of the Works Progress Advisory Unit meeting held 13 June 2012 and adopt the following recommendations:-

Timber Bridge Replacement Program:

1. That Council amend its Priority List for Timber Bridge replacement with Torryburn Low Level being Number One.

Rosehill Road – Letter from residents:

2. That Council advise the residents that Rosehill road is not a high priority for bitumen sealing.

DES

MAILOUT TO COUNCILLORS

Item 1

Mailouts forwarded to Councillors for the Period Friday, 25 May 2012 to Friday, 15 June 2012

U07/23

266/12 MOVED/ CARRIED (Crs R Spreadborough / L Wilson)

That the Mailouts forwarded to Councillors for the Period Friday, 25 May 2012 to Friday, 15 June 2012 which includes MANEX Meeting Minutes for Wednesday, 30 May 2012, and Thursday, 14 June 2012 be noted.

MINUTES OF COMMITTEE MEETINGS

Minutes of Meeting for Council and Community Committees

Item 1

Minutes of Council Committees

267/12 MOVED/ CARRIED (Crs M Dusting / R Spreadborough)

That Council note the Minutes of the Meeting of the Bundarra Neighbour Aid Service, held Tuesday, 17 April 2012

Item 2

Minutes of Community Committees

No Minutes of Meeting for Community Committees were received prior to closure of the Business Paper for the 25 June 2012 Meeting of Council.

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DELEGATE REPORTS

Councillors in turn provided a brief verbal summary of their Council related activities during the reporting period and submitted written Delegate Reports comprising details as follows:-

Councillor	Activity Date:	Activity Detail:
Cr R Spreadborough		<i>Cr Spreaborough submitted a verbal report only</i>
Cr S Powley		
	<i>5 June</i>	<i>Environmental Committee</i>
	<i>6 June</i>	<i>Jobs Australia, Armidale</i>
	<i>13 June</i>	<i>Works Progress Advisory Unit</i>
	<i>18 June</i>	<i>Mayor and Councillors Briefing</i>
	<i>25 June</i>	<i>Council Meeting</i>
Cr L Wilson		
	<i>25 June</i>	<i>Council Meeting</i>
Cr M Dusting		
	<i>28 May</i>	<i>Council Meeting</i>
	<i>30 May</i>	<i>Volunteers Luncheon, Inverell</i>
	<i>5 June</i>	<i>Bundarra Neighbour Aid Committee Meeting. Bundarra</i>
	<i>20 June</i>	<i>New England Weeds County Council, Armidale</i>
Cr M Pearce		
	<i>30 April</i>	<i>Mayor and Councillors Briefing</i>
	<i>7 May</i>	<i>Mayor and Councillors Briefing</i>
	<i>17 May</i>	<i>DDAU Meeting</i>
	<i>17 May</i>	<i>Works Progress Advisory Unit</i>
	<i>18 May</i>	<i>Mayor and Councillors Briefing</i>
	<i>18 June</i>	<i>Annual Uralla Rotary Dinner</i>
	<i>19 June</i>	<i>Judging Waste to Art</i>
	<i>20 June</i>	<i>Waste to Art Exhibition, Library</i>
	<i>25 June</i>	<i>June Council Meeting</i>
Cr K Ward		
	<i>5 June</i>	<i>Environmental Committee</i>
	<i>13 June</i>	<i>Works Committee</i>
	<i>14 June</i>	<i>McMaugh Gardens</i>
	<i>18 June</i>	<i>Mayor and Councillors Briefing</i>
	<i>19 June</i>	<i>150th Anniversary of Public Education in Uralla (meeting of organising committee)</i>
Cr R Filmer		
		<i>Cr Filmer submitted a verbal report only</i>
Cr K Dusting		
	<i>28 May</i>	<i>Council Meeting</i>
	<i>30 May</i>	<i>Volunteers Luncheon</i>
	<i>5 June</i>	<i>Bundarra Neighbour Aid Meeting, Bundarra - Observer</i>
Cr I Strutt		
	<i>4 – 6 June</i>	<i>Shires Association Conference, Sydney</i>
	<i>14 June</i>	<i>Finance Committee</i>
	<i>14 June</i>	<i>McMaugh Gardens Advisory Committee</i>
	<i>15 June</i>	<i>Breakfast Meeting with Hon. R. Torbay, Armidale</i>
	<i>17 – 20 June</i>	<i>National General Assembly of Local Government, Canberra</i>
	<i>25 June</i>	<i>Council Meeting</i>

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QUESTIONS ON-NOTICE RAISED

Questions On-Notice for Next Meeting of Council

Councillors lodged "Questions On-Notice" as detailed below:

Cr M Pearce

QUESTION:

Control of Companion Animals

Could the General Manager have a draft Policy prepared for the consideration of Council to control the number of Companion Animals held on properties within RU4, RU5 and R5 zoning in the Uralla Shire Council?

GM

Cr L Wilson

QUESTION:

Bundarra Alcohol Free Zone

Can the General Manager outline the steps required for implementation of an Alcohol Free Zone in Bundarra?

GM

Cr K Dusting

QUESTION:

Roads Minister Visit to Bundarra

Will representatives of Council be attending the meeting in Bundarra on 27 June 2012 with NSW Roads Minister, Hon Duncan Gay MP?

GM

Cr K Ward

QUESTION:

Acknowledgement of Section 355 Committee Members

Does Council have a Policy in relation to the acknowledgement of long-serving members of Section 355 Committees?

GM

There being no further business, the Chair declared the meeting closed at 3.35pm.

CLOSURE OF MEETING

The Meeting closed at 03:35pm.


The Minutes of the Uralla Shire Council at an Ordinary Meeting of Council held on 25 June 2012, consisting of Page 20 and the previous pages, were confirmed by Resolution No. 269/12 on 23 July 2012.

Isabel C. M. Attitt.....Mayor

13 REPORT OF COMMITTEES

13.1 Uralla Local Traffic Committee (ULTC) - Minutes of Meeting held 10 August 2023

Department:	Infrastructure & Development
Prepared By:	Executive Support Officer Infrastructure & Development
Authorised By:	Interim General Manager
Reference:	UINT/23/11197

Attachments:	1. Uralla Local Traffic Committee Meeting (ULTC) - Minutes - 10 August 2023 - Confirmed ↓ 
	2. Agenda - Uralla Local Traffic Committee (ULTC) Meeting - 10 August 2023 ↓ 
	3. Uralla Local Traffic Committee (ULTC) Agenda 10 August 2023 - Late Items from TfNSW ↓ 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	2. We drive the economy to support prosperity
	4. We are an independent shire and well-governed community
	1. We have an accessible inclusive and sustainable community
Strategy:	2.3. Communities that are well serviced with essential infrastructure
	4.1. Informed and collaborative leadership in our community
	4.2. A strategic, accountable and representative Council
	1.2. A safe, active and healthy shire

SUMMARY

The minutes of the Uralla Local Traffic Committee (UTLC) meeting held on 10 August 2023 are presented to Council for endorsement (Attachment 1).

RECOMMENDATION

That Council endorses the Minutes of the Uralla Local Traffic Committee (ULTC) meeting held 10 August 2023 and adopts the recommendations from the meeting.

REPORT

The Uralla Local Traffic Committee (ULTC) Meeting was held on 10 August 2023. An Agenda and Business Paper was circulated to ULTC members (Attachments 2 and 3).

The Committee made the following recommendations:

1. LINE MARKING – TFNSW NORTHERN REGION - BUNDARRA

Recommendation

That the Uralla Local Traffic Committee note Line Marking – Northern Bundarra Report. The site of the line marking is 1.5km south of Bundarra.

Action:

TfNSW can handle electronically due to difficulty – doesn't need to come back to the Committee.

2. PEDESTRIAN CROSSING ACROSS HILL STREET - (BETWEEN SUBWAY AND ALTERNATE ROOT)**Recommendation**

That the Uralla Local Traffic Committee consider options to improve safety for vehicles and pedestrians.

Action:

1. *Further advice to be provided by TfNSW on suggestion to install warning sign;*
2. *Install blister near corner of Hill and Bridge Streets so that left turn is further along for better visibility of pedestrian crossing in Hill Street.*

3. INTERSECTION - KING AND MAITLAND STREETS**Recommendation**

That the Uralla Local Traffic Committee endorse the concept and Council proceed to identify funding and developing a construction plan.

Action:

1. *Council to proceed with a design for TfNSW consideration and decision;*
2. *Council to explore Black Spot Funding;*
3. *Explore rat run;*
4. *Council to locate speed data.*

4. THUNDERBOLTS WAY - NEAR ALMA PARK - SITE OF RECENT B-DOUBLE TRUCK ACCIDENT**Recommendation**

That the Uralla Local Traffic Committee consider if any further safety works are required at this location.

Action:

1. *Undertake signage and line marking;*
2. *TfNSW will provide way finding (directional signage) template to Council;*
3. *Provide sign template to TfNSW for approval.*

5. IMPROVE VISIBILITY AND SIGNAGE - BUNDARRA ROAD AND PINEGROVE ROAD INTERSECTION (BARBADOS CORNER)**Recommendation**

That the Uralla Local Traffic Committee recommend the installation of signage and line marking as provided in the options report.

Action:

1. *Install Reduce Speed signs on Dumaresq Road;*
2. *Await advice on rumble strips from TfNSW.*

6. NORTHEYS ROAD 'NO TRUCKS' SIGNAGE**Recommendation**

1. *That the Uralla Local Traffic Committee recommend the installation of 'No Truck' signs on Northeys Road;*
2. *Before placing signage, affected residents are notified;*
3. *Midcoast Weight of Loads Group be informed of signage.*

Action:

Committee supports officers recommendation:

1. *That the Uralla Local Traffic Committee recommend the installation of No Truck signs on Hawthorne Road (Arding Road to Northeys Road) and Northeys Road;*
2. *Before placing signage, affected residents are notified;*
3. *Midcoast Weight of Loads Group be informed of signage.*

CONCLUSION

That Council endorses the Minutes of the Uralla Local Traffic Committee (ULTC) meeting held 10 August 2023.



MINUTES of

URALLA LOCAL TRAFFIC COMMITTEE

Held on 10 August 2023 at 10:30am

Attendance at Meeting:

	T Averay	USC (Chair)
	R Bell	(Mayor)
	C Fitzsummons	USC
	W Barr	USC
	R Barwell	Local Member Representative
	L Garbutt	TfNSW
	T Niddrie	TfNSW
Apologies:	A McNeill	Uralla Police
	B McMullen	Councillor
Observers:	M Papadopolos	TfNSW
	T Toomey	Councillor
	L Petrov	Councillor

URALLA LOCAL TRAFFIC COMMITTEE MINUTES

10 AUGUST 2023

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URALLA LOCAL TRAFFIC COMMITTEE MINUTES**10 AUGUST 2023**

1 OPENING & WELCOME

The Chair declared the meeting opened at 10:30am.

2 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

3 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COMMITTEE MEMBERS

A McNeill

B McMullen

4 CONFIRMATION OF MINUTES**5 LATE REPORT/S****5.1 LINE MARKING – TfNSW NORTHERN REGION - BUNDARRA****RECOMMENDATION**

That the Uralla Local Traffic Committee note Line Marking – Northern Bundarra Report. The site of the line marking is 1.5km south of Bundarra.

Action:

TfNSW can handle electronically due to difficulty – doesn't need to come back to the Committee.

6 REPORTS TO COMMITTEE**6.1 PEDESTRIAN CROSSING ACROSS HILL STREET - (BETWEEN SUBWAY AND ALTERNATE ROOT)****RECOMMENDATION**

That the Uralla Local Traffic Committee consider options to improve safety for vehicles and pedestrians.

Action:

1. Further advice to be provided by TfNSW on suggestion to install warning sign;
2. Install blister near corner of Hill and Bridge Streets so that left turn is further along for better visibility of pedestrian crossing in Hill Street.

URALLA LOCAL TRAFFIC COMMITTEE MINUTES

10 AUGUST 2023

6.2 INTERSECTION - KING AND MAITLAND STREETS**RECOMMENDATION**

That the Uralla Local Traffic Committee endorse the concept and Council proceed to identify funding and developing a construction plan.

Action:

1. Council to proceed with a design for TfNSW consideration and decision;
2. Council to explore Black Spot Funding;
3. Explore rat run;
4. Council to locate speed data.

6.3 THUNDERBOLTS WAY - NEAR ALMA PARK - SITE OF RECENT B-DOUBLE TRUCK ACCIDENT**RECOMMENDATION**

That the Uralla Local Traffic Committee consider if any further safety works are required at this location.

Action:

1. Undertake signage and line marking;
2. TfNSW will provide way finding (directional signage) template to Council;
3. Provide sign template to TfNSW for approval.

6.4 IMPROVE VISIBILITY AND SIGNATE - BUNDARRA ROAD AND PINEGROVE ROAD INTERSECTION (BARBADOS CORNER)**RECOMMENDATION**

That the Uralla Local Traffic Committee recommend the installation of signage and line marking as provided in the options report.

Action:

1. Install Reduce Speed signs on Dumaresq Road;
2. Await advice on rumble strips from TfNSW.

6.5 NORTHEYS ROAD 'NO TRUCKS' SIGNAGE**RECOMMENDATION**

1. That the Uralla Local Traffic Committee recommend the installation of 'No Truck' signs on Northeys Road;
2. Before placing signage, affected residents are notified;
3. Midcoast Weight of Loads Group be informed of signage.

URALLA LOCAL TRAFFIC COMMITTEE MINUTES**10 AUGUST 2023**

Action:

Committee supports officers recommendation:

1. That the Uralla Local Traffic Committee recommend the installation of No Truck signs on Hawthorne Road (Arding Road to Northeys Road) and Northeys Road;
2. Before placing signage, affected residents are notified;
3. Midcoast Weight of Loads Group be informed of signage.

7 CONCLUSION OF MEETING

The meeting was closed at 11:55am.



URALLA LOCAL TRAFFIC COMMITTEE

AGENDA & BUSINESS PAPERS

10 August 2023

Commencing at 10:30am

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

10 AUGUST 2023

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URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

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URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

10 AUGUST 2023

8 REPORTS TO COMMITTEE

8.1 Pedestrian Crossing Across Hill Street - (between Subway and Alternate Root)

Department:	Infrastructure and Development
Prepared By:	Executive Manager Civil Infrastructure
Authorised By:	Executive Director Infrastructure & Development
Reference:	UINT/23/9664

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1.	We have an accessible inclusive and sustainable community
	2.	We drive the economy to support prosperity
	4.	We are an independent shire and well-governed community
Strategy:	1.2.	A safe, active and healthy shire
	2.3.	Communities that are well serviced with essential infrastructure
	4.1.	Informed and collaborative leadership in our community

SUMMARY

Traffic travelling south on the New England Highway, wishing to turn left into Hill Street are encountering an issue where there is limited visibility to see pedestrians crossing the road on the existing marked pedestrian crossing. There have been a few minor “rear end crashes” occurring. Often, to avoid traffic building up behind them, vehicles will shoot across the pedestrian crossing where they are narrowly missing pedestrians.

RECOMMENDATION

That the Uralla Local Traffic Committee consider options to improve safety for vehicles and pedestrians.

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

10 AUGUST 2023

REPORT

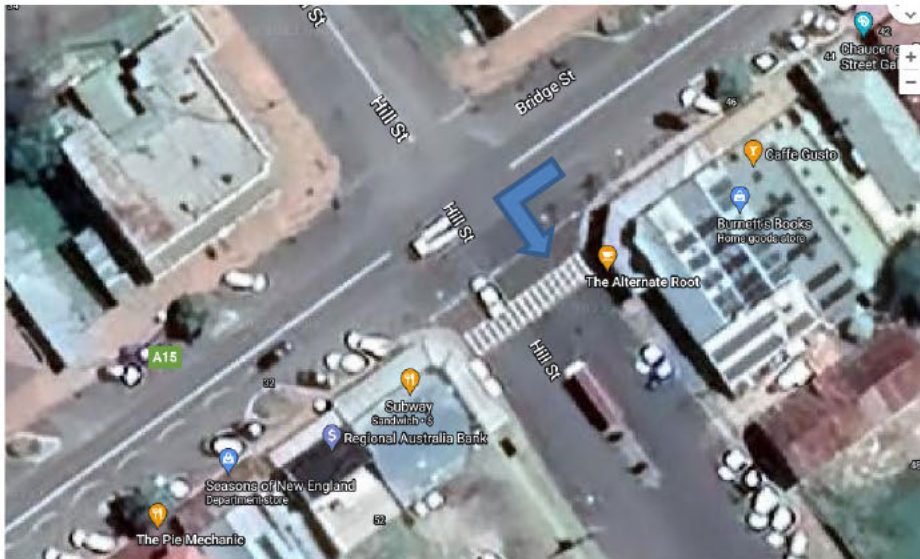


Figure 1 - Google Maps Aerial view of pedestrian crossing in Hill Street



Figure 2 - Google Maps Street view of pedestrian crossing. Shown heading south on the New England Highway

The main concern seems to be the stacking of vehicles onto the highway while waiting for pedestrians to cross. Secondly, is the visibility of pedestrians while doing the left turn manoeuvre. Possible options are:

- move the pedestrian crossing east a couple of meters,
- introduce a left turn lane in Bridge Street (New England Highway),
- and/or place blisters in Hill Street.

The existing pedestrian crossing is approximately 20m long and is located approximately 3.5m from the hold line at Bridge Street. Two vehicles stacked and waiting for pedestrians, would have the second vehicle still within the travel lane of the highway. A standard access ramp is located on the Southern side of the pedestrian crossing, while the northern end has a sub-standard access ramp. Due to the steep crossfall of Hill

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA**10 AUGUST 2023**

Street, the sub-standard access ramp is supplemented with a metal gutter bridge for use by mobility impaired.

Option 1 is to move the pedestrian crossing approximately 2m east by blacking out the existing pedestrian crossing and remarking. This would allow one vehicle waiting at the crossing wholly within Hill Street, while a second stacked vehicle would be on the shoulder of the highway, clear of the travel lane. Issues with this option, the crossing has been moved from the desire line and therefore may need to be reinforced with fencing or similar. Access ramps will need to be constructed at the new location and this may conflict with a veranda post (south side) and alfresco seating on both sides of Hill Street.

Option 2 is to provide a left turn lane. Approximately 26m north of the intersection there is an existing blister with gardens. South of this blister are two 60 degree reverse in parking spots. There does not look to be enough length to provide a left turn lane after the two parking spot. If this option is preferred, there may be a need to remove the two parking spaces..

Option 3 is to provide a blister in Hill Street that would allow an extension of the left turn bay, shorten the pedestrian crossing and also allow the replacement of the sub-standard access ramp and gutter bridge with a standard access ramp.

CONCLUSION

Option 1 may seem like the easiest alternate. But when considered with the need to replace both access ramps with the current standard and the shifting of the pedestrian crossing away from the desired pedestrian travel path there may be unintended issues created.

Option 2 & 3 provide similar functionality. The preferred option will depend on *Option 2* meeting the design guide for left turn lane. If this cannot be met *Option 3* extends the left turn lane, potentially overcoming *Option 2* shortcomings while also providing a new blister that will fix the sub-standard access ramp and bridge. *Option 3* will come at the extra cost of constructing the blister.

Other options to be considered would be the remove the two angle parking spaces and therefore extending the left turn lane from the existing blister in Bridge Street, or to convert the two angle parking spaces to one parallel parking space.

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

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8.2 Intersection - King and Maitland Streets

Department:	Infrastructure and Development
Prepared By:	Executive Manager Civil Infrastructure
Authorised By:	Executive Director Infrastructure & Development
Reference:	UJNT/23/9668

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	2.	We drive the economy to support prosperity
	4.	We are an independent shire and well-governed community
Strategy:	2.3.	Communities that are well serviced with essential infrastructure
	4.1.	Informed and collaborative leadership in our community

SUMMARY

The intersection of King Street and Maitland Street is a site of a fatal accident. A vehicle heading west on King Street failed to Give Way and collided with a vehicle driving along Maitland Street. There have been several other accidents, and many near misses at this intersection.

RECOMMENDATION

That the Uralla Local Traffic Committee endorse the concept and Council proceed to identify funding and developing a construction plan

REPORT

After the accident Uralla Shire Council staff contacted TfNSW, who after a site visit provided the following concept plan (*Figure 1*). The concept plan reinforces the 'Give Way' signage by narrowing the roadway and also provides centre median(s) that can accommodate new 'Give Way' signage. This addition signage will provide reinforcement for vehicles in King Street to slow and look for vehicles in Maitland Street.

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

10 AUGUST 2023

King and Maitland Streets, Uralla
Potential improvements



Scale 1:500 when printed at A3 size
Cyan - raised island
Yellow - line-marking
Strategic sketch only, not for construction

Figure 1 - intersection King and Maitland Street concept plan

CONCLUSION

Council to secure grant funding and proceed to develop construction plans. The construction plans will identify any drainage issues, impacts on traffic, and ensure swept paths are achieved. When funding is secured and construction plans completed, the intersection improvements can then be constructed.

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

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8.3 Thunderbolts Way - Near Alma Park - Site of Recent B-Double Truck accident

Department:	Infrastructure and Development
Prepared By:	Executive Manager Civil Infrastructure
Authorised By:	Executive Director Infrastructure & Development
Reference:	UINT/23/9651
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	<ol style="list-style-type: none"> 1. We have an accessible inclusive and sustainable community 2. We drive the economy to support prosperity 4. We are an independent shire and well-governed community
Strategy:	<ol style="list-style-type: none"> 1.2. A safe, active and healthy shire 2.3. Communities that are well serviced with essential infrastructure 4.1. Informed and collaborative leadership in our community

SUMMARY

A truck travelling on Thunderbolts Way towards Uralla from Bundarra lost control on the corner of Uralla Street North and Hill Street, Uralla. As a result, a house was destroyed. Luckily unoccupied.

Additionally, reports of B-doubles heading in the opposite direction are missing the turn at night and continue up Hill Street. Because of the steep ascent, the trucks cannot make it up the hill. They are then required to either reverse back down the hill or try to turn around. Both difficult manoeuvres with 2 trailers, and there has been road damage as a result.

Since the truck accident, Council and TfNSW staff have discussed options. The initial need was to install a warning sign, hazard markers (both installed), refresh the centreline, and to place edge lines (programmed).

This report is to identify if any additional measures that should be considered. These could include additional or improved directional signage, construction of blisters to better define the through route, raised reflective pavement markers and street lighting.

RECOMMENDATION

That the Uralla Local Traffic Committee consider if any further safety works are required at this location.

REPORT

In response to the truck accident some works have been identified to reduce the risks of a future incident. After the truck accident, there have been further reports that trucks heading in the opposite direction are also going straight ahead up Hill Street.

Figure 1 provides a location map and *figures 2 & 3* provide mark-ups of works that were proposed to reduce the risks. The signage has been implemented while the line marking has been programmed.

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

10 AUGUST 2023



Figure 1 - Location map

With reference to the location map above:

- ★ Location of the truck accident into the house
- ① Location of W1-8-1(L) 'Tilting Truck - 25km/h' Warning Sign (installed)



Figure 2 - Mark-up provided by TfNSW (now installed)

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

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- ② Location of D4-1-1 – ‘Unidirectional Hazard Markers’ (installed)



Figure 3 - Mark-up provided by TfNSW (hazard markers installed. Line marking programmed)

- ③ Issue reported that B-Doubles heading west (from the New England Highway) are missing the turn (Hill Street into Uralla Street North), particularly at night, and are unable to climb the steep incline up Hill Street. Turning around or reversing with 2 trailers is difficult and causing damage to the road.

Line markers have been engaged to reapply centerlines and also to add edge lines to reinforce the direction of travel.

CONCLUSION

If minor additional works are required, funding could be utilised through either the Block grant or Traffic Facilities component of the block grant. A redesign of the intersection would require grant funding to be identified.

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

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8.4 Improve Visibility and Signage - Bundarra Road and Pinegrove Road Intersection (Barbados Corner)

Department:	Infrastructure and Development
Prepared By:	Executive Manager Civil Infrastructure
Authorised By:	Executive Director Infrastructure & Development
Reference:	UINT/23/9666
Attachments:	1. Option for Intersection Improvements - Approach to Bundarra Road from Pinegrove and Dumaresq Roads, Sumarez Ponds
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	<ol style="list-style-type: none"> 1. We have an accessible inclusive and sustainable community 2. We drive the economy to support prosperity 4. We are an independent shire and well-governed community
Strategy:	<ol style="list-style-type: none"> 1.2. A safe, active and healthy shire 2.3. Communities that are well serviced with essential infrastructure 4.1. Informed and collaborative leadership in our community

SUMMARY

Two major accidents have occurred in the past two years of which the latest resulted in a fatal casualty. The intersection, when driving along Pinegrove Road from Invergowrie, is obscured by overhanging trees, poor signage and faded road lines, which all contribute to the poor visibility of the significant intersection ahead.

RECOMMENDATION

That the Uralla Local Traffic Committee recommend the installation of signage and line marking as provided in the options report.

REPORT

After the accident, Council has provided duplicated signage, line marking and advance warning signs ‘Give Way Ahead’ to increase awareness of the approaching intersection.

TfNSW have forward an options report (attached) that recommends signage and line marking improvements. Other options to consider are;

- Consider a speed zone reduction on Bundarra Road in the vicinity of the Pinegrove and Dumaresq Roads intersection.
- Redesign the intersection from a cross intersection to a staggered intersection.

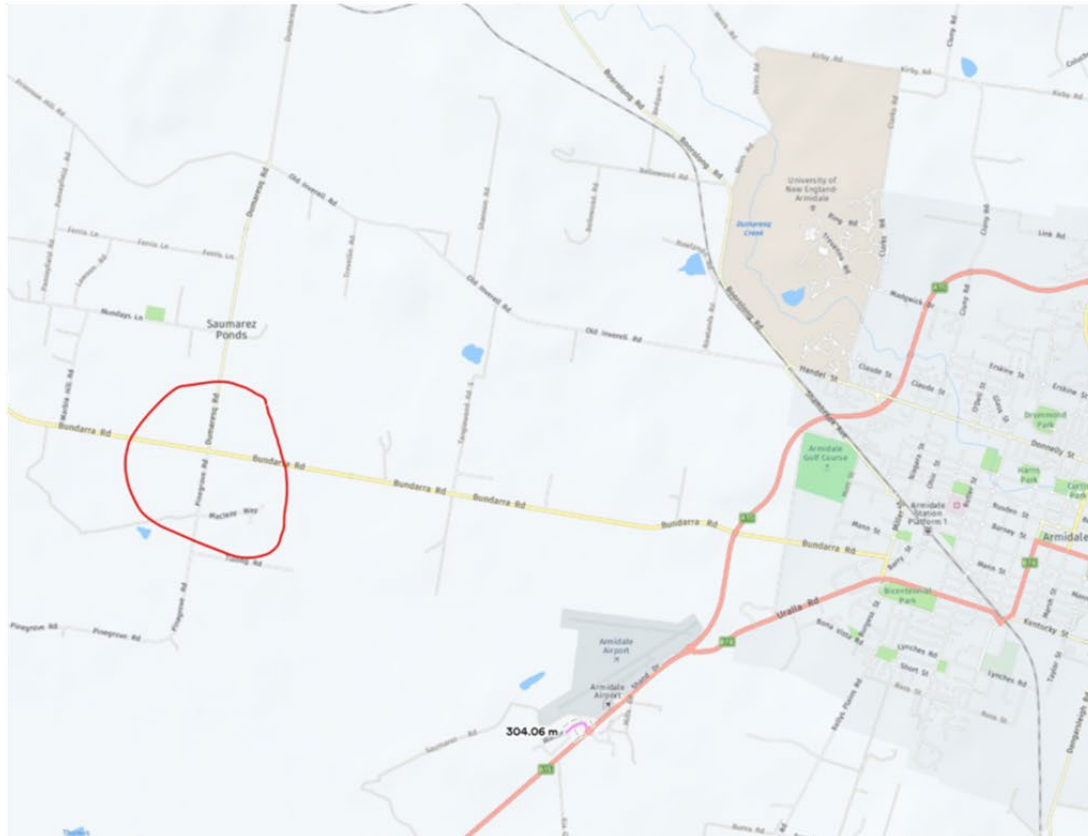
CONCLUSION

The options presented in the attached options report can be achieved quickly and can be funded utilising block grant and/or the Traffic Facility component of the block grant.

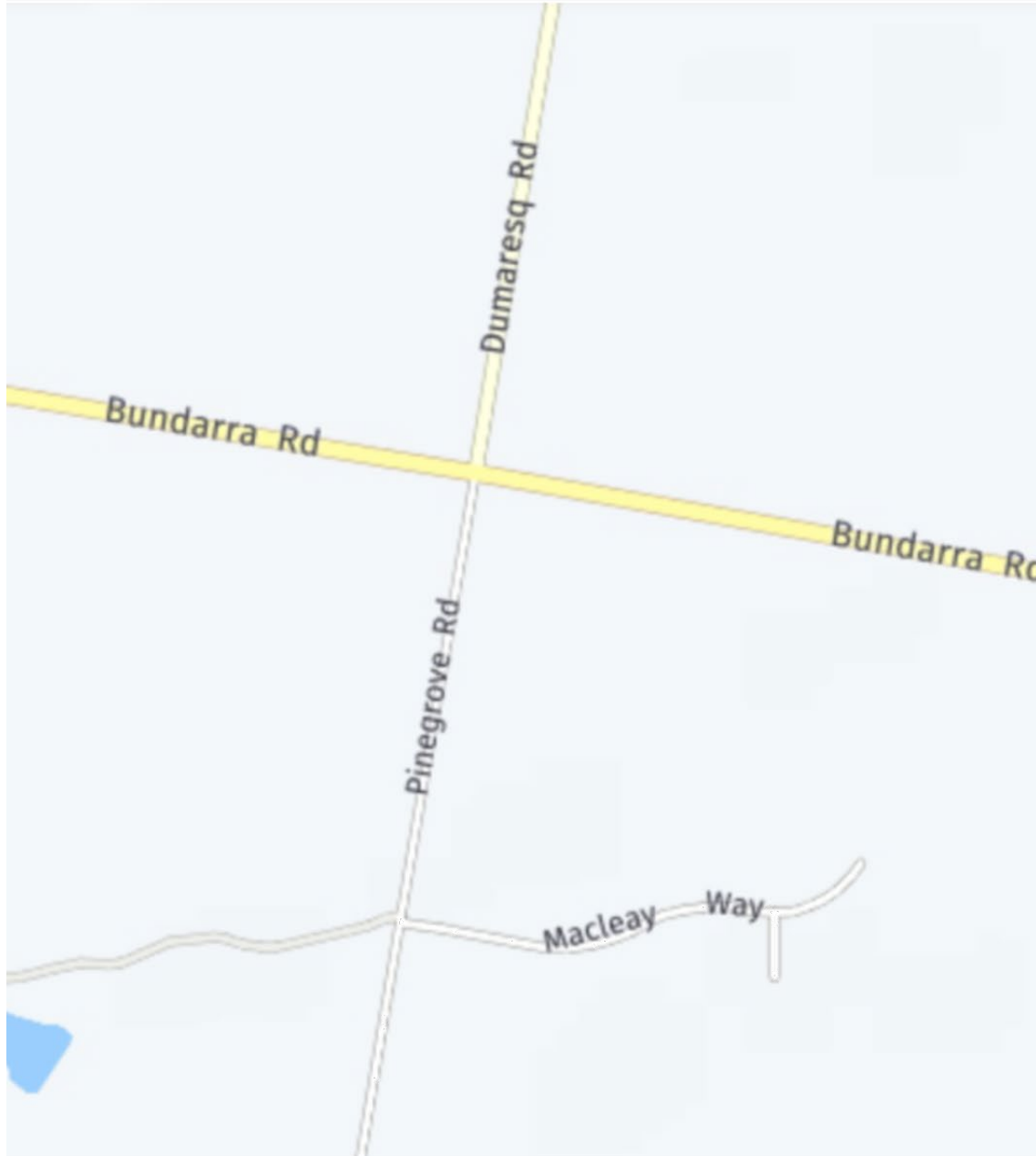
Option for intersection improvements
for approach to Bundarra Road from Pinegrove
and Dumaresq Roads, Sumarez Ponds
(Uralla CCL)

Bill Butler Technical Solutions

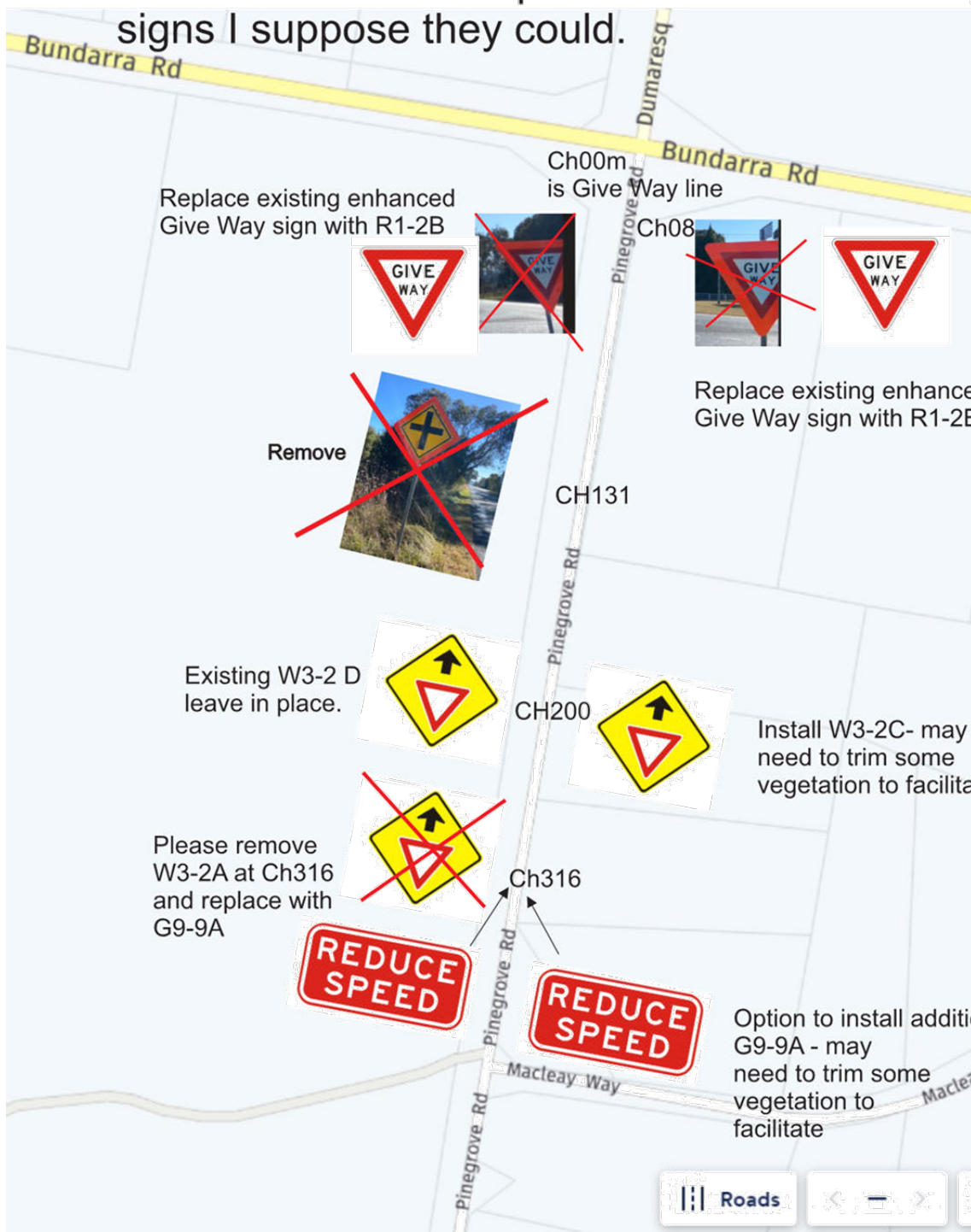
General Location



Location



Option for Pinegrove approach to Bundarra Rd
If Council wish to keep the modified Give Way signs I suppose they could.

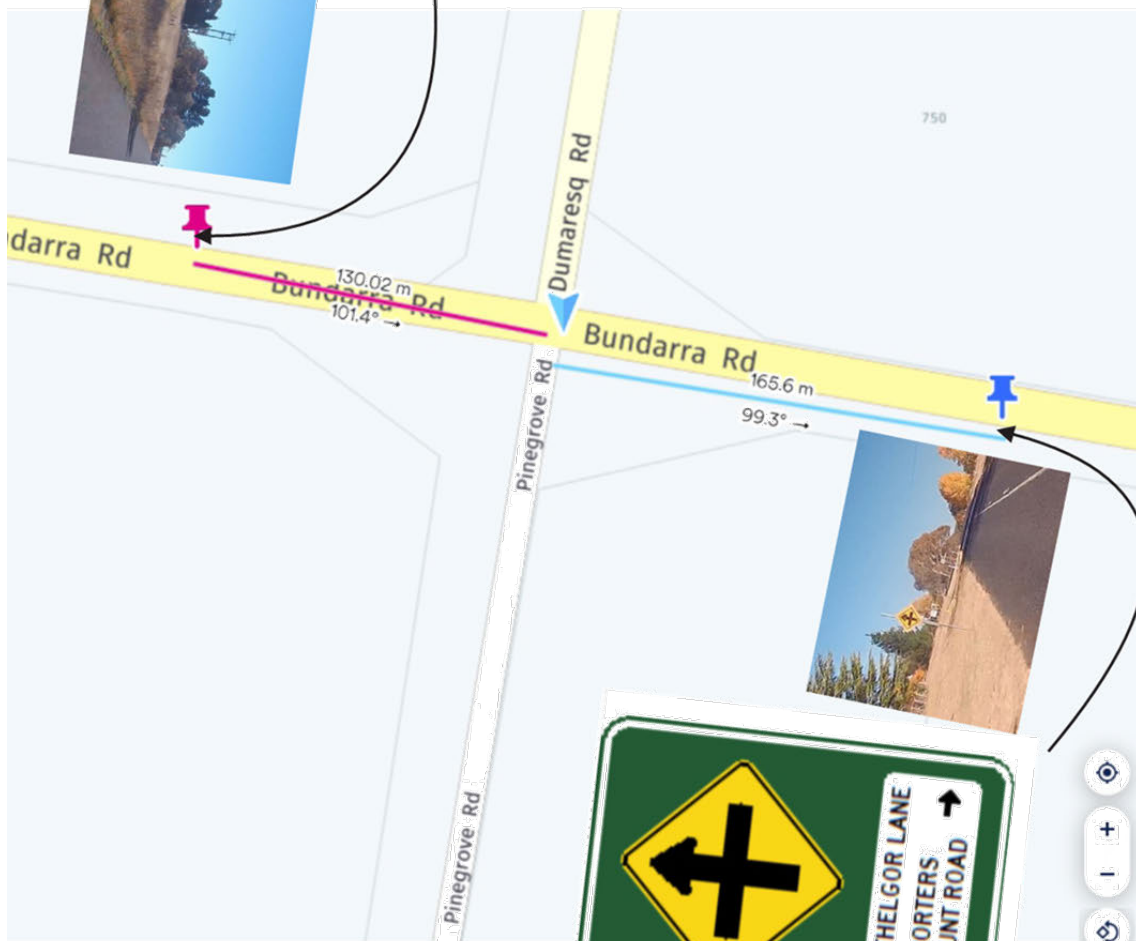


Option for Dumaresq approach to Bundarra Rd.



If Council wish to keep the modified Give Way signs I suppose they could.

Install G1-209N on Bundarra Road on approaches to Pinegrove and Dumaresq Roads intersection as shown. Note: these are to go at the existing locations of the old signs shown here, which are to be removed



Mel please contact Dan

Home / Operations / Roads and waterways / Traffic signs / Advance Cross Road sign (example only)

Advance Cross Road sign (example only)

On this page

[Sign Details](#)

[Sign Design](#)

[Sign Design Plan](#)

Sign Details

Sign No:	gt-009c
Description:	Advance Cross Road sign (example only)
Standard sign?	Yes
Delegated to council for authorisation:	- This sign is not a 'prescribed traffic control device'. This sign may be installed by council on the network they manage without seeking traffic committee or written approval from Transport for NSW.
Legislative Reference:	NA
Primary Technical Reference:	Guide Supporting (Roads & Maritime Services) internal working document only

Sign Design



Advance Cross Road sign (example only) -gt-009c

Size	-
Height	-
Width	-
Notes:	For use on state roads, reserved for instances of poor approach sight distance or as a road safety improvement where a high crash history exists.

Sign Design Plan

No design plan.

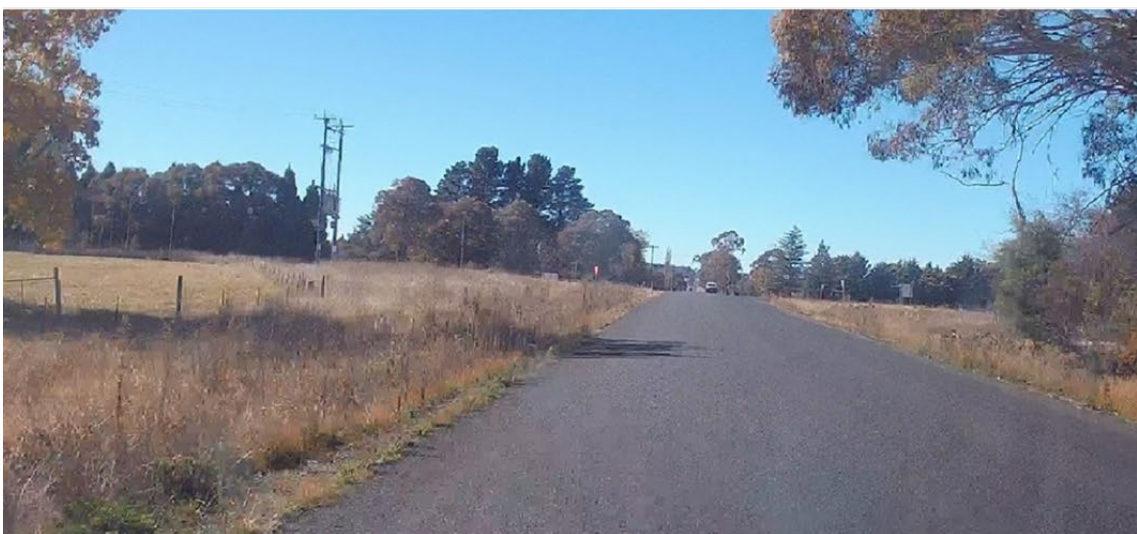
Share via: [f](#) [t](#) [e](#) [p](#)

Consider Cold Applied Plastic type BB line for say at least first 30m of BB line from the intersection, as will last longer than waterborne type. Install series of Raised Reflective Pavement Markers for same at reduced spacing.



As a general note it appears the intersection and surrounds were recently resealed. The line marking should be considered for a remark as often the first remark after a reseal is affected by the fresh bitumen from beneath. See next page also.

PHOTOS SHOWING ROAD BEFORE AND AFTER REPAIRS



URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA**10 AUGUST 2023****8.5 Northeys Road 'No Trucks' Signage**

Department:	Infrastructure and Development
Prepared By:	Executive Manager Civil Infrastructure
Authorised By:	Executive Director Infrastructure & Development
Reference:	UJNT/23/9687

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1.	We have an accessible inclusive and sustainable community
	2.	We drive the economy to support prosperity
	4.	We are an independent shire and well-governed community
Strategy:	1.2.	A safe, active and healthy shire
	2.3.	Communities that are well serviced with essential infrastructure
	4.1.	Informed and collaborative leadership in our community

SUMMARY

It is proposed to install 'No Truck' Signage to stop heavy vehicles travelling from Ducats Quarry to the Solar Farm along Hawthorne and Northeys Roads.

RECOMMENDATION

1. That the Uralla Local Traffic Committee recommend the installation of No Truck signs on Hawthorne Road (Arding Road to Northeys Road) and Northeys Road.
2. Before placing signage, affected residents are notified
3. Midcoast Weight of Loads Group be informed of signage.

REPORT

Trucks going to and from Ducats Quarry are using Hawthorne Road and Northeys Road in preference to using Arding Road. As an interim measure Council has placed 'Local Traffic Only' signs. This sign is not delegated to Council or allow the enforcement that was intended.

The 'No Truck' Sign is provided under the Australian Road Rules (2014) and restricts movement through a zone. An extract from the Regulation is below.

ROAD RULES 2014 - REG 104**No trucks signs****104 No trucks signs**

(1) A driver (except the driver of a bus) must not drive past a no trucks sign that has information on or with it indicating a mass if the GVM of the driver's vehicle (or, if the driver is driving a combination, any vehicle in the combination) is more than that mass, unless the driver is permitted to drive the vehicle on a route passing the sign under another law of this jurisdiction.

: Maximum penalty--20 penalty units.

Note :

"Bus",

"combination" ,

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

10 AUGUST 2023

"driver's vehicle" and
"with" are defined in the Dictionary, and
"GVM" is defined in the Act.

(2) A driver (except the driver of a bus) must not drive past a no trucks sign that has information on or with it indicating a length if the length of the driver's vehicle (or, if the driver is driving a combination, the length of the combination) is longer than that length, unless the driver is permitted to drive the vehicle on a route passing the sign under another law of this jurisdiction.

: Maximum penalty--34 penalty units.

(3) The driver of a truck must not drive past a no trucks sign that has no information on or with it indicating a mass or length, unless the driver is permitted to drive the truck on a route passing the sign under another law of this jurisdiction.

: Maximum penalty--20 penalty units.

Note:

"Truck" is defined in the Dictionary.

(4) This rule does not apply to a driver if the destination of the driver lies beyond a no trucks sign and-

(a) there is no other route by which the driver's vehicle could reach that destination, or

(b) any other route by which the driver's vehicle could reach that destination would require the vehicle to pass another no trucks sign.



Figure 1- No Truck Sign (R6-10-2)



Figure 2 - location map (red indicates road to be restricted)

CONCLUSION

The 'No Truck' Sign restricts the movement of trucks along Hawthorne and Northeys Roads. Trucks that either have a destination or origin within the zone are exempt. The No Truck sign also does not affect any bus services within the area.

Before installation, residents will need to be informed of the regulation as they may think the sign will restrict their business by stopping trucks to their property.

9 CONCLUSION OF MEETING



URALLA LOCAL TRAFFIC COMMITTEE

LATE REPORT

10 August 2023

Commencing at 10:30am

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

10 AUGUST 2023

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URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA**10 AUGUST 2023****7 LATE REPORT/S****7.1 Line Marking - Northern Bundarra**

Department:	Infrastructure and Development
Prepared By:	Executive Support Officer
Authorised By:	Acting General Manager
Reference:	UINT/23/10745
Attachments:	1. Transport for NSW - Request - Line Marking - Northern Bundarra - 2359 - Received 8 August 2023
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	4. We are an independent shire and well-governed community
Strategy:	4.1. Informed and collaborative leadership in our community

SUMMARY

The Committee consider the attached request relating to line marking at speed camera location Thunderbolts Way Bundarra for council's review and approval.

Note the comment from our traffic facilities manager with regards to the ongoing maintenance.

RECOMMENDATION

That the Uralla Local Traffic Committee note Line Marking – Northern Bundarra Report.

URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

10 AUGUST 2023

RMS Site Maintenance Request

page 1 of 1
28 June 2023



Tracking No	864655	MaintType	SERVICE DESK - MAINTENANCE
Site Number	10422	Date Work Requested	22/06/2023
District Name	NORTHERN	Region Contact	Ian Shanahan
Priority	High	WBS Number	
COB Contact Name		COB Contact Number	
Suburb	BUNDARRA - 2359	Direction of Travel	South
Road	Thunderbolts Way	Side Of Road	East
Cross Street 1	Gwydir River Road	Cross Street 2	Baldersleigh Road
GPS Long	151.091	GPS Lat	-30.2016
Site Description	2200m From Gwydir River Road And 5200m To Baldersleigh Road		
Work Description	Edge line and/or centre line to be marked - 100m before and 100m after GPS Co Ords on same side of road and Vegetation control - 8m from edgeline 300m before and 100m after GPS coordinates on same side of road where possible.		
Comments			
Image 1			

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URALLA LOCAL TRAFFIC COMMITTEE BUSINESS AGENDA

10 AUGUST 2023

Hi All

I have the below and attached three requests to install linemarking at current Mobile Speed Camera Sites for Regulatory Unit. I am led to believe that one of each falls under each of you (please let me know if this is wrong). As these are on Council Roads we will need agreement to install. Can you please take to your local traffic committee meetings to have approved. Once installed if the council have an issue with having maintain when there is no other linemarking in the area then the Maintenance will come back to Infringement Unit.

Line marking	11800	NORTHERN	PORT MACQUARIE - 2444	Hastings River Drive	Edge line and/or centre line to be marked - 300m before and 100m after GPS Co Ords on same side of road
Line marking	10775	NORTHERN	WANDSWORTH - 2365	Guyra Road	Edge line to be marked - 300m before and 100m after GPS Co Ords on same side of road
Line marking	10422	NORTHERN	BUNDARRA - 2359	Thunderbolts Way	Edge line and/or centre line to be marked - 100m before and 100m after GPS Co Ords on same side of road

Port Macquarie – Christine Murray

Wandsworth – Al Balding

Bundarra – Mick Papadopoulos

John Fullerton

Traffic Facilities Work Supervisor

Line Manager


Statewide Delivery

Hunter North



13.2 Bundarra School of Arts Hall and Community Consultative s355 Committee - Minutes of Meeting held 26 July 2023

Department: Infrastructure & Development
Prepared By: Executive Support Officer Infrastructure & Development
Authorised By: Interim General Manager
Reference: UINT/23/12412

Attachments: 1. Minutes - Bundarra Hall s355 Committee Meeting - 26 July 2023 [↓](#) 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4. We are an independent shire and well-governed community
Strategy: 4.1. Informed and collaborative leadership in our community
 4.2. A strategic, accountable and representative Council

SUMMARY

The minutes of the Bundarra School of Arts Hall and Community Consultative s355 Committee meeting held 26 July 2023 are presented to Council in Attachment 1 to this report.

RECOMMENDATION

That Council receives the minutes of the Bundarra School of Arts Hall and Community Consultative s355 Committee meeting held 26 July 2023.

REPORT

The Bundarra School of Arts Hall and Community Consultative s355 Committee meeting was held on 26 July 2023. Following are the recommendations of the Committee from that meeting:

Follow up of items from previous meeting;

1. *Lights need to be installed in the toilet at the multi-purpose courts – lights over BBQ's have been done.*
Officer Comment:
 Noted and will be investigated for action and funding.
2. *Suggestions/priorities for the Rural Transaction Centre funds:*
 - a. *Little kids play equipment at the multi-purpose courts.*
 - b. *150 new chairs for the Hall, suitable for functions including weddings.***Officer Comment:**
 Noted and further information required.
3. *Shade for multi-purpose courts – Project Manager mentioned a funding application, is this happening?*
Officer Comment:
 Part of approved SCCF5A – shade and structure over gym equipment, full scope for all projects is being determined to before funding source identified.
4. *Hospital park – are USC able to install picnic table & bench seating as previously suggested, now that the old equipment has been removed.*
Officer Comment:
 Council has some tables and chairs that can be provided.

5. *Dead animals are still being dumped in the stock route to the south west of Bundarra. The committee reported that despite signage warning of fines dead animals (mostly 'trophy' pigs) are still being dumped in the stock route. The stench is terrible and will only get worse in summer. Suggestion to install CCTV.*

Officer Comment:

Local Land Services (LLS) will be informed of the dumping at the stock route.

General Business:

The Committee asked for clarification please on items 1-4 below (email from Executive Director received with responses prior to the meeting and noted below):

1. *What's happening with the waste transfer station?*

Officer Comment:

- Council has completed constructing a temporary Waste Transfer Station (WTS) at the Bundarra Landfill.
- 2 x 15m³ hook bins will be supplied for use at the WTS once the current landfill cell is completely full.
- The final design for the permanent WTS has been completed. Council is applying for eligible grant funding to implement the design.

- a. *There are now skip bins, which are positioned such that they are very difficult to access, especially with a trailer (almost impossible). They are too close to the fence.*

Officer Comment:

The current transfer station at the facility is only temporary and the location was selected to ensure there was no interference with the proposed future site layout plan noted above.

There is a convenient access to dispose garbage to the hook bins. However, tipping is not allowed to avoid affecting the stability of the structure.

A site has been designated to dispose bulk waste; for example, timber and furniture to reduce the filling rate of the bins.

A detailed design of a permanent transfer station has been completed to be progressed once council secures a grant for the facility.

- b. *There are huge piles of mulch at the tip, what's happening with it?*

Officer Comment:

The green waste at the site was not mulched in the last financial year due to budget constraints.

Mulching at the site will be undertaken this financial year.

2. *Is there funding for more footpaths in the main street?*

Officer Comment:

Council has submitted a grant application for a proposed project 'Bundarra walking/cycle track to Sports Centre- Stage one' \$80,000.

3. *What is meant by the Bundarra Sports Centre?*

Officer Comment:

The Bundarra Sports Centre is also known as the Golf Club.

4. *Waste and recycling collection*

- i. *Bundarra needs new wheelie bins as there are broken wheelie bins which need replacing, all over town.*

Officer Comment:

Current practice in the Shire has been residents to supply own bins.

ii. Collection times have changed.

Officer Comment:

Recent collections were affected by mechanical breakdown of a truck reported by the contractor. Target is always same day collection and residents are always encouraged to place out the bins a night prior to collection.

iii. Truck is picking up both garbage and recycling & going into same truck.

Officer Comment:

The contractor is required to collect waste separately – the matter will be formally raised with the contractor.

iv. JR Richards are doing the wrong thing by not collecting recycling separately.

Officer Comment:

The contractor is required to collect waste separately – the matter will be formally raised with the contractor.

5. *Uralla Community Neighbourhood Centre food pantry should be using the Bundarra Hall not the pub.*

Officer Comment:

Item should be directed to the Uralla Community Neighbourhood Centre Manager.

6. *Committee member tried calling council service desk, left messages 18 July from 8:30am onwards, what time is the office open?*

Officer Comment:

Council's Customer Service Desk is available to receive calls from 8:30 am onwards. If the Customer Service Team are busy with other customers, incoming calls are referred to a message bank where a customer can leave a call back message.

7. *A new member application was received.*

8. *Personnel changes at the shop and individual not being reimbursed or compensated for taking the hall bookings, she is not a member of the Hall Committee.*

9. *Hall cleaner has not been paid, has submitted an invoice to Council – may need ABN.*

Officer Comment:

Please invite the cleaner to contact Council officers for the payment to be addressed.

10. *Repairs needed urgently for Barraba Rd crossing (is barely existent and very deep water beside it) and the Barraba road, there have been 2 very close accidents recently.*

Officer Comment:

Maintenance status - Barraba Road currently being graded. Low level causeway at Bakers Creek is single lane with giveway signs in place and depth markers present. This section of road is flagged for higher level upgrade should grant funding be sourced.

Current stage - outsourcing registered surveyor to determine property ownership to do road design.

11. *Hall needs new trestle tables (Bunnings), as many are broken, need 10 @ approx. \$60-80 each, could be paid for out of Hall maintenance?*

Officer Comment:

The Committee members are invited to meet with staff to discuss options.

12. *Be good to use the Hall for the next election, rather than the school.*

Officer Comment:

The Electoral Commission is engaged to oversee the conduct of elections in our Shire and is responsible for identifying the polling places. The Committee can advise the State and Federal Electoral Commissions that the hall is available for use for future elections.

13. *Future projects*

- a. *If little kids play equipment is installed at multi-purpose courts, it could be fenced in.*
- b. *In Hall - room off the kitchen needs to be mouse-proof, needs floor work, curtains/blinds, kitchen equipment.*
- c. *Need showers at Emu Crossing, could do with new toilets.*

Officer Comment:

Noted for consideration for future work programs subject to funding.

Discussion

Issues raised by the Committee were discussed with Council officers and updates noted at the subsequent meeting of 30 August.

CONCLUSION

That Council receive the minutes of the Bundarra Hall s355 Committee meeting held 26 July 2023.

Questions on issues relating to the broader Bundarra area should be directed to Council's Customer Service Centre either by email to council@uralla.nsw.gov.au or by phone 02 6778 6300 to allow immediate lodging of issue where both urgent and ongoing items can be allocated, actioned and recorded through Council's Customer Request Management (CRM) system. Issues that do not require consideration by the Bundarra School of Arts Hall Committee can be directed to Council officers as outlined above.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Consultation with Bundarra School of Arts Hall Committee and referral of Committee minutes to Council.

Policy and Regulation

Terms of Reference: Bundarra School of Arts Hall and Community Consultative Committee 2022
NSW Local Government Act 1993.

Financial/Long Term Financial Plan

Committee collects hire fees for the Bundarra School of Arts Hall.
Resourcing required for staff to attend meetings and liaise with Committee.

Asset Management/Asset Management Strategy

The Committee is delegated authority to maintain and manage the Bundarra School of Arts Hall.

Workforce/Workforce Management Strategy

Council staff attend Committee meetings and investigate Committee matters as directed by Council.

Legal and Risk Management

A Committee constituted under s335(b) of the Local Government Act 1993 (NSW) is covered by Council's insurance policy for public liability.

Performance Measures

As set out in the Terms of Reference: Bundarra School of Arts Hall and Community Consultative Committee 2022.

Project Management

Director Infrastructure & Development.

Bundarra School of Arts Hall Committee meeting 26 July 2023

Open 6:10pm

Theresa Layton, John Layton, Jeff Dezius, Jenny Dezius, Bob Crouch, Leanne Doran (minutes)

Apologies: Toni Averay, Kristi Jenkin

Follow up of items from previous meeting;

1. Lights need to be installed in the toilet at the multi-purpose courts – lights over BBQ's have been done.
2. Suggestions/priorities for the Rural Transaction Centre funds:
 - a. Little kids play equipment at the multi-purpose courts
 - b. 150 new chairs for the Hall, suitable for functions including weddings
3. Shade for multi-purpose courts – Mick Raby mentioned a funding application, is this happening?
4. Hospital park – are USC able to install picnic table & bench seating as previously suggested, now that the old equipment has been removed
5. Dead animals are still being dumped in the stock route to the south west of Bundarra. The committee reported that despite signage warning of fines dead animals (mostly 'trophy' pigs) are still being dumped in the stock route. The stench is terrible and will only get worse in summer. Suggestion to install CCTV

General Business:

The Committee asked for clarification from [REDACTED] please on items 1-4 below (email from Toni attached):

1. What's happening with the waste transfer station?
 - a. there are now skip bins, which are positioned such that they are very difficult to access, especially with a trailer (almost impossible). They are too close to the fence.
 - b. There are huge piles of mulch at the tip, what's happening with it?
3. Is there funding for more footpaths in the main street?
4. What is meant by the Bundarra Sports Centre?
5. Waste and recycling collection
 - a. Bundarra needs new wheelie bins as there are broken wheelie bins which need replacing, all over town
 - b. collection times have changed
 - c. truck is picking up both garbage and recycling & going into same truck
 - d. JR Richards are doing the wrong thing by not collecting recycling separately
6. Uralla Community Neighbourhood Centre food pantry should be using the Bundarra Hall not the pub, [REDACTED] to talk to [REDACTED]
7. [REDACTED] tried calling council service desk, left messages 18 July from 8:30am onwards, what time is the office open?
8. [REDACTED] wants to join the committee – [REDACTED]
9. [REDACTED] & [REDACTED] have left the shop, [REDACTED] works at the shop and is not being reimbursed or compensated for taking the hall bookings, she is not a member of the Hall Committee
10. [REDACTED] has been cleaning and not been paid, has submitted an invoice to Council – may need ABN

11. Repairs needed urgently for Barraba Rd crossing (is barely existent and very deep water beside it) and the Barraba road, there have been 2 very close accidents recently
12. Hall needs new trestle tables (Bunnings), as many are broken, need 10 @ approx. \$60-80 each, could be paid for out of Hall maintenance?
13. Be good to use the Hall for the next election, rather than the school.
14. Future projects
 - a. If little kids play equipment is installed at multi-purpose courts, it could be fenced in.
 - b. In Hall - room off the kitchen needs to be mouse-proof, needs floor work, curtains/blinds, kitchen equipment.
 - c. Need showers at Emu Crossing, could do with new toilets

Closed 7:30pm

Next meeting 6pm Wednesday 30 August 2023

From: Toni Averay <TAveray@uralla.nsw.gov.au>
Date: 24 July 2023 at 4:07:45 pm AEST
To: [REDACTED]
Cc: Sylvia Baxter <SBaxter@uralla.nsw.gov.au>
Subject: RE: s355 COMMITTEE BUNDARRA

Good afternoon again
Just getting back to you with those responses to your questions as promised.

Where is the transfer station up to

Council has completed constructing a temporary Waste Transfer Station (WTS) at the Bundarra Landfill. 2 x 15m3 hook bins will be supplied for use at the WTS once the current landfill cell is completely full. The final design for the permanent WTS has been completed. Council is applying for eligible grant funding to implement the design.

Is there funding to concrete more foot paths main street

Council has submitted a grant application for a proposed project 'Bundarra walking/cycle track to Sports Centre- Stage one' \$80,000.

We are waiting on confirmation of the grant approval and will then need to sign the deed

We are hoping to be able to complete this work this financial year subject to confirmation of the grant.

Now we have a new garbage contractor do we get a bin upgrade

There has been no change of contractor. Council is still using JR Richards for Kerbside waste collection. Residents are still required to use their own bins or purchase new bins from Council, the cost per 140L wheelie bin is \$90.5 and \$111.50 for a 240L.

I hope this answers your questions.

Please also feel free to call Council's Customer Service team on 6778 6300 between 8:30am and 5pm on normal



business days, or submit an online request for any future enquiries. No need to wait for a Committee meeting.
[Contact Council Uralla Shire Council \(nsw.gov.au\)](https://www.nsw.gov.au)

Best regards
Toni Averay

 Infrastructure and Development
Uralla Shire Council | PO Box 106 Uralla NSW 2358
 | www.uralla.nsw.gov.au

13.3 Uralla Township and Environs S355 Committee (UTEC) - Minutes of Meeting held 5 June 2023

Department:	Infrastructure & Development
Prepared By:	Executive Support Officer Infrastructure & Development
Authorised By:	Acting Director Infrastructure & Development
Reference:	UINT/23/12463

Attachments:	1. Minutes of Uralla Township and Environs Committee (UTEC) Meeting held 5 June 2023  
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LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4. We are an independent shire and well-governed community
Strategy:	4.1. Informed and collaborative leadership in our community 4.2. A strategic, accountable and representative Council

SUMMARY

The minutes of the Uralla Township and Environs S355 Committee (UTEC) meeting held 5 June 2023 are presented to Council in Attachment 1 to this report.

RECOMMENDATION

That Council receive the minutes and note the recommendations of the Uralla Township and Environs S355 (UTEC) Committee meeting held 5 June 2023.

REPORT

The Uralla Township and Environs S355 Committee (UTEC) meeting was held on 5 June 2023. Following are the recommendations of the Committee from that meeting:

Correspondence:

1. Carol Shantal resignation.
2. Robert Valler's request for information about Council's process for advertising, and filling vacancies on UTEC.

Matters arising:**3. Fibonacci Park**

Recommendation: Council instruct Project Manager to arrange for simultaneous installation of poured concrete wall 01, and seat walls 02 and 03, as per Cville's Tender Documents, and including the 20mm rebate to allow for the future mosaic art work.

Officer comment:

Incorporated into the design. The planned completion for Stage 1 works is 30 September 2023. A Councillor and Community update was provided on 1 September 2023.

4. Information Panels for Parks

Recommendation: In the interest of consistency, Council seek clarification from Officers on design of these, and expedite installation of the first three, at Fuller Park, Sunny Jim Park, and Thunderbolt's Grave, the draft text for these having already been supplied.

Officer comment:

Noted. Council officers identifying funding sources for both the uniform design and new sign installation.

General Business:**5. Street Garbage Bins**

The tops of the bins, especially those in the Main Street, are very dirty (and therefore unhealthy)

Recommendation: The tops of the bins be cleaned on a regular basis.

Officer comment:

Noted and council can continue to respond to future issue of dirty bins as required.

6. Street Gutters

Some CBD gutters are choked with dirt, gravel, weeds, and garbage, preventing the flow of water, and a real hazard in heavy rain.

Recommendation: Gutters be cleared on a regular basis, Bridge, Salisbury, Maitland & Hill Sts.

Officer comment:

Noted and will continue to respond to issue of choked gutters as required.

7. Redundant 1982 "Walking Tour" signs.

Recommendation: Council remove redundant signs, or authorise volunteers from UHS to remove them.

Officer comment:

Noted. Further information required to identify who owns the signs and which ones can be removed.

8. Street lighting

Recommendation: M. Jacobs and A. Parker to consider in context of PAMP and report to next meeting.

Officer comment:

Noted.

9. 1860s Gold Race at Wallaby Rocks

Recommendation: In consultation with the property owner, Council consider future conservation and development of this significant site as a Tourist Attraction.

Officer comment:

Taken on notice for future consideration and action.

Other Matters

a) *Monthly casual meetings – Committee agreed to hold regular monthly informal meetings.*

b) *The Glen: Andrew Parker presented a report.*

c) *Derelict Service Station site, cnr Bridge & John Sts.*

Recommendation: Council encourage owners to demolish derelict structures and tidy the site.

d) *Court House.*

Cr Doran reported that the Mayor will invite public to tour the building and engage in consultation about future use/s, when the current works have been completed.

e) *Andrew Parker suggested Uralla needs "Creative Village" type committee to both promote and monitor developments relative to appearance and amenity of Uralla.*

Kent Mayo suggested UTEC's Terms of Reference be amended to accommodate this concept.

Officer comment:

Council has taken action to require the owner of the Derelict Service Station site, cnr Bridge & John Streets to address security and the removal of the underground tanks.

CONCLUSION

That Council receive the minutes and note the recommendations of the Uralla Township and Environs S355 Committee (UTEC) meeting held 5 June 2023.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

Publication of the UTEC meeting agenda on the Council's website. Consultation with the Uralla Township and Environs S355 Committee (UTEC) and referral of Committee minutes to Council.

Policy and Regulation

Terms of Reference - Uralla Township and Environs s355 Committee - UTEC – 2022

Financial/Long Term Financial Plan

Any proposed works must be funded from consolidated revenue or grants.

Asset Management/Asset Management Strategy

Nil.

Workforce/Workforce Management Strategy

Council staff attend Committee meetings and investigate Committee matters as directed by Council.

Legal and Risk Management

A Committee constituted under S335(b) of the Local Government Act 1993 (NSW) is covered by Council's insurance policy for public liability.

Performance Measures

N/A

Project Management

Project management for any proposed works will be undertaken by Council staff.

UTEC MEETING. Monday June 5, 2023
6pm sharp Uralla Shire Council Chambers
MINUTES

Meeting Opened: 6.05pm

Present: Kent Mayo, Anne Mayo, Andrew Parker, Marlene Jacobs, Bob Anderson, Jim Sinclair (Zoom), Cr. Toomey, Cr. Doran.

Apologies: Robert Valler, Rob Bowie, Noelene Porter, T. Avery, T. Lashlie.

Moved: Andrew Parker. Seconded: Bob Anderson. *Carried.*

Election of Chairperson:

(Deferred until next meeting, Sept 4, 2023)

Election of Secretary:

(Deferred until next meeting, Sept 4, 2023)

Correspondence:

1. Carol Shantal resignation.

2. Robert Valler's request for information about Council's process for advertising, and filling vacancies on UTEC.

Mov: Kent Mayo. Sec: Anne Mayo. *Carried.*

Minutes of the Previous Meeting: March 6, 2023

Mov: M. Jacobs. Sec: B. Anderson. *Carried.*

Matters arising:

1) "Fibonacci Park": (See attachments)

Recommendation: Council instruct Project Manager to arrange for simultaneous installation of poured concrete wall 01, and seat walls 02 and 03, as per Cville's Tender Documents, and including the 20mm rebate to allow for the future mosaic art work.

Mov: A. Parker. Sec: Kent Mayo. *Carried: 6-0*

2) Information Panels for Parks:

Recommendation: In the interest of consistency, Council seek clarification from Officers on design of these, and expedite installation of the first three, at Fuller Park, Sunny Jim Park, and Thunderbolt's Grave, the draft text for these having already been supplied.

Mov: B. Anderson. Sec: J. Sinclair. *Carried 6-0*

General Business;

1) Street Garbage Bins.

The tops of the bins, especially those in the Main Street, are very dirty (and therefore unhealthy)

Recommendation: The tops of the bins be cleaned on a regular basis.

Mov: A. Mayo. Sec: B. Anderson. *Carried 6-0*

2) Street Gutters.

Some CBD gutters are choked with dirt, gravel, weeds, and garbage, preventing the flow of water, and a real hazard in heavy rain.

Recommendation:

Gutters be cleared on a regular basis, Bridge, Salisbury, Maitland & Hill Sts.

Mov: A. Mayo. Sec: M. Jacobs. *Carried 6-0*

3) Redundant 1982 "Walking Tour" signs.

Recommendation: Council remove redundant signs, or authorise volunteers from UHS to remove them.

Mov: B. Anderson. Sec: M. Jacobs. *Carried 6-0*

4) Street lighting (Marlene Jacobs and/or Andrew Parker to elaborate, please)

Recommendation: M. Jacobs and A. Parker to consider in context of PAMP and report to next meeting.

Mov: K. Mayo. Sec: J. Sinclair. *Carried 6-0*

5) 1860s Gold Race at Wallaby Rocks (See images attached)

Recommendation: In consultation with the property owner, Council consider future conservation and development of this significant site as a Tourist Attraction.

Mov: K. Mayo. Sec: A. Parker. *Carried 6-0*

6) Other Matters...

a) Monthly casual meetings – Committee agreed to hold regular monthly informal meetings.

b) The Glen: Andrew Parker presented a report.

c) Derelict Service Station site, cnr Bridge & John Sts.

Recommendation: Council encourage owners to demolish derelict structures and tidy the site.

d) Court House.

Cr Doran reported that the Mayor will invite public to tour the building and engage in consultation about future use/s, when the current works have been completed.

e) Andrew Parker suggested Uralla needs "Creative Village" type committee to both promote and monitor developments relative to appearance and amenity of Uralla.

Kent Mayo suggested UTEC's Terms of Reference be amended to accommodate this concept.


Mov: J. Sinclair. Sec: B. Anderson. *Carried 6-0.*

Meeting Closed: 7.15pm

Next Meeting: Monday, September 4, 2023.

13.4 Uralla Township and Environs S355 Committee (UTEC) - Minutes of Meeting held 4 September 2023

Department: Infrastructure & Development
Prepared By: Executive Manager Civil Infrastructure
Authorised By: Interim General Manager
Reference: UINT/23/13369

Attachments: 1. UTEC Minutes Quarterly Meeting Held 4 September 2023  

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4. We are an independent shire and well-governed community
Strategy: 4.1. Informed and collaborative leadership in our community
 4.2. A strategic, accountable and representative Council

SUMMARY

The minutes of the Uralla Township and Environs S355 Committee (UTEC) meeting held 4 September 2023 are presented to Council in Attachment 1 to this report.

RECOMMENDATION

That Council receives the minutes and note the recommendations of the Uralla Township and Environs S355 (UTEC) Committee meeting held 4 September 2023.

REPORT

The Uralla Township and Environs S355 Committee (UTEC) meeting was held on 4 September 2023. Following are the recommendations of the Committee from that meeting:

Correspondence:

Nil.

General Business:

1. Memorial Avenue

Recommendation: UTEC advise Council that we will, in consultation with the Uralla RSL Sub-Branch, look at the previously proposed 'Uralla's One-Hundred Sons Memorial Avenue' to determine viability for development and report any recommendations to Council accordingly.

Officer comment:

Noted.

2. UTEC Schedule of Actions

Recommendation: UTEC request that Council, in accordance with the intent of Clause 6.2 of the UTEC Terms of Reference, update the UTEC Schedule of Actions upon any Recommendation, Resolution and/or Action occurring and a copy of same be provided to UTEC within 7 days.

Officer comment:

Noted

3. Mt Mutton Memorial

Recommendation: UTEC recommends Council seek applications from the Community on the value of maintaining, upgrading or removing the murals on the water tanks on Mount Mutton.

Officer comment:

Noted. Council to consider.

4. Woodville

Background: There is increased vehicular traffic in the area due to motorists using Barleyfields Rd as a short cut. The traffic in McKenzie St is of particular concern. There are also concerns about pedestrian and mobility scooter safety.

*Recommendation: This matter was discussed and it was advised by TT that UTEC look at the Traffic Management Plan and the Pedestrian Access Management Plan (PAMP). Matter to be taken back to UTEC General meeting for further discussion. Link to PAMP at **ATTACHMENTS**.*

Officer comment:

Noted.

5. Meetings other than Quarterly UTEC Meetings

UTEC advised Council that the structure of UTEC meetings would now be in the form of General Meetings (to be held on average once per month) and Quarterly Meetings (to be held four times per calendar year). The purpose of General Meetings is for UTEC to form agreed recommendations and advice to Council which will subsequently be presented at the Quarterly meetings. In the event an urgent issue arises before a Quarterly Meeting when no General Meeting is due to take place, an Extraordinary General Meeting may be called. It is noted that all meetings are open to the public and that a schedule of meetings is to be provided to Council for publication on the USC website.

Action: RV to provide draft schedule of all meetings for discussion at next General Meeting. Dates of the next General and Quarterly Meeting set as per details at the closing of these minutes..

Officer comment:

Noted.

6. Update on USC Projects

*Recommendation: Reports concerning projects currently being considered/undertaken by USC were given by TK, EA and DW. Copy of reports at **ATTACHMENTS**.*

Officer comment:

Noted.

Next Meetings

Next Quarterly Meeting: Monday 4 December 2023 – 6:00pm Uralla Shire Council Chambers

Next General Meeting : Monday 2 October 2023 – 4:00pm McCrossing's Mill

Officer comment:

Noted. Chambers has been booked for 4 December 2023 6:00pm

CONCLUSION

That Council receives the minutes and note the recommendations of the Uralla Township and Environs S355 Committee (UTEC) meeting held 4 September 2023.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

Publication of the UTEC meeting agenda on the Council's website. Consultation with the Uralla Township and Environs S355 Committee (UTEC) and referral of Committee minutes to Council.

Policy and Regulation

Terms of Reference - Uralla Township and Environs s355 Committee - UTEC – 2022

Financial/Long Term Financial Plan

Any proposed works must be funded from consolidated revenue or grants.

Asset Management/Asset Management Strategy

Nil.

Workforce/Workforce Management Strategy

Council staff attend Committee meetings and investigate Committee matters as directed by Council.

Legal and Risk Management

A Committee constituted under S335(b) of the Local Government Act 1993 (NSW) is covered by Council's insurance policy for public liability.

Performance Measures

N/A

Project Management

Project management for any proposed works will be undertaken by Council staff.

MEETING MINUTES



URALLA TOWN AND ENVIRONS COMMITTEE (UTEC)

Date: 4th September 2023 – Quarterly Meeting

Time: 06:00 PM

Meeting called to order by: Kent Mayo (06:07PM)

IN ATTENDANCE

Kent Mayo KM (Chairperson), Annie Mayo AM (Secretary), Bob Anderson BA, Rob Bowie RB, Cr Leanne Doran LD, Marlene Jacobs MJ, Tony Lashlie TL, Andrew Parker AP, Jim Sinclair JS (via Zoom), Cr Tara Toomey TT, Rob Valler RV (via Zoom), Toni Averay TA (Acting General Manager USC), Elizabeth Kinkade EK (Acting Executive Director Infrastructure & Development USC), Dean Weiley DW (Acting Project Manager USC).

APOLOGIES

Beth McGrath BM
Noelene Porter NP

ELECTION OF OFFICE HOLDERS

Chairperson

Nominated: Andrew Parker
Nominated by: RB Seconded: KM
Nomination accepted by Andrew Parker

Andrew Parker elected unopposed as Chairperson (took up position)

Secretary

Nominated: Rob Valler
Nominated by: AP Seconded: RB
Nomination accepted by Rob Valler

Nominated: Tony Lashlie
Nominated by: AM
Nomination declined by Tony Lashlie

Rob Valler elected unopposed as Secretary (took up position)

Deputy Chairperson

Nominated: Tony Lashlie

Nominated by: AP Seconded: JS

Tony Lashlie elected unopposed as Deputy Chairperson

APPROVAL OF MINUTES OF PREVIOUS QUARTERLY MEETING (5th JUNE 2023)

Moved: AP

Seconded: BA

Carried**MATTERS ARISING FROM PREVIOUS MINUTES**

Nil

Note – KM departed meeting.**GENERAL BUSINESS****1. Memorial Avenue.**

UTEC advise Council that we will, in consultation with the Uralla RSL Sub-Branch, look at the previously proposed 'Uralla's One-Hundred Sons Memorial Avenue' to determine viability for development and report any recommendations to Council accordingly.

Moved: RB

Sec: BA

Carried

Discussion about the name of the project to be taken to the next General Meeting.

2. UTEC Schedule of Actions

UTEC request that Council, in accordance with the intent of Clause 6.2 of the UTEC Terms of Reference, update the UTEC Schedule of Actions upon any Recommendation, Resolution and/or Action occurring and a copy of same be provided to UTEC within 7 days.

Moved: MT

Sec: TL

Carried

3. Mt Mutton Mural.

UTEC recommends Council seek applications from the Community on the value of maintaining, upgrading or removing the murals on the water tanks on Mount Mutton.

Moved: TL

Sec: BA

Carried

4. Woodville.

Background: There is increased vehicular traffic in the area due to motorists using Barleyfields Rd as a short cut. The traffic in McKenzie St is of particular concern. There are also concerns about pedestrian and mobility scooter safety.

This matter was discussed and it was advised by TT that UTEC look at the Traffic Management Plan and the Pedestrian Access Management Plan (PAMP). Matter to be taken back to UTEC General meeting for further discussion. Link to PAMP at **ATTACHMENTS**

5. Meetings other than Quarterly UTEC Meetings.

UTEC advised Council that the structure of UTEC meetings would now be in the form of General Meetings (to be held on average once per month) and Quarterly Meetings (to be held four times per calendar year). The purpose of General Meetings is for UTEC to form agreed recommendations and advice to Council which will subsequently be presented at the Quarterly meetings. In the event an urgent issue arises before a Quarterly Meeting when no General Meeting is due to take place, an Extraordinary General Meeting may be called. It is noted that all meetings are open to the public and that a schedule of meetings is to be provided to Council for publication on the USC website.

Action: RV to provide draft schedule of all meetings for discussion at next General Meeting. Dates of the next General and Quarterly Meeting set as per details at the closing of these minutes.

6. Update on USC Projects.

Reports concerning projects currently being considered/undertaken by USC were given by TK, EA and DW. Copy of reports at **ATTACHMENTS**

NEXT MEETINGS

Next Quarterly Meeting: Monday 4th December 2023 - 6pm sharp, Uralla Shire Council Chamber

Next General Meeting: Monday 2nd October 2023 - 4pm sharp, McCrossin's Mill.

Meeting Closed: 07:12pm

ATTACHMENTS

Minutes Item no. 4 - Link to USC Pedestrian Access Management Plan (PAMP)
[uralla-pedestrian-access-mobility-plan—august-2019.pdf \(nsw.gov.au\)](https://www.nsw.gov.au/uralla-pedestrian-access-mobility-plan-august-2019.pdf)

Minutes item no. 6 – Reports on Projects from USC

Parks and Facility Upgrades for the Uralla Community

Council is pleased to be able to provide this update to our residents regarding exciting news about new and upgraded community and recreation facilities.

Council received NSW State & Commonwealth Government Funding to deliver four community projects for the benefit of our residents and visitors. The NSW State and Commonwealth projects funding arrangement means that *these facility upgrades are delivered at no cost to ratepayers.*

Rotary Park Upgrade

The Rotary Park Upgrade Project has reached Practical Completion and is now open to the public. The community is encouraged to drop by and have a look at the new facility. It will serve as a wonderful rest stop for travellers driving north and south. Council is currently looking for solutions to accommodate multiple RV and Caravan access.

Council would like to extend special thanks to the community members involved with the Community Garden, which is located in very close proximity to the new park. The Rotary Park project has had a significant impact on the gardens and its operation. Council is grateful for the ongoing engagement with the community garden to ensure that this invaluable service continues, recognises and appreciates the great work done by the Community Garden Group.

Pioneer Park Upgrade

Uralla residents and visitors would have noticed that work has commenced at Pioneer Park. The landmark project will deliver a Fibonacci themed walkway with seating, including an entry statement. Captured in the design concept illustration below, it will showcase the unique Uralla postcode 2358, the only postcode in Australia that captures part of the Fibonacci sequence. An exciting component of the project is the proposed inclusion of stencilled artwork, using the conceptual designs by our local school children, as part of the pathway feature.



Fibonacci themed Pioneer Park – West from the Cnr of Bridge and Salisbury Streets.

The park will be replanted using tree, shrub and grass species identified in the Council Tree Policy.

The Glen Precinct Upgrade

This project has two major components;

1. The completion of the Constellations of the South Sculptures; and
2. Infrastructure for visitors including parking and pedestrian facilities

This park will continue to be an off-leash dog walking area.

Constellations of the South

Council has approved several further artwork designs to be commissioned into sculptures for installation at The Glen. The completion of this project will be the culmination of a 20-year vision.

Infrastructure

The project will also deliver a new asphalt entrance road leading to a new asphalt car park with designated parking bays. Two culvert creek crossings to enhance accessibility, one for a connecting pathway to Rotary Park. New wheelchair friendly BBQ and park furniture and an upgrade of the information shelter. Additionally, Council resolved (subject to funding) to develop a Stage 2 plan which will incorporate elements of the design which reflect the contemporary aboriginal perspective on astronomy. Elements identified in Stage 1 which were not delivered will be revisited.

Courthouse Upgrade

Council received funding for restoration and adaptive reuse of the Uralla Courthouse. Works completed so far include repairs and reinstatement of the verandah, new roof and repairs and painting throughout. Yet to be finalized are the relocation of a kitchenette, repair and rejuvenation of the original flooring, reinstating the original picket fence, reuse of heritage panels as wainscoting, adding disability accessible toilet facilities and refurbishment of the existing toilets and an LED light upgrade incorporating premise rewiring. Council has resolved to obtain heritage advice from the appointed Heritage Advisor regarding the completion of the Courthouse Project.



The goal is to have the Uralla Courthouse repurposed and available to the public as a multi-functional centre.

For any further inquiries or information, please contact the Uralla Shire Council at 6778 6300 or visit our website at [Home Uralla Shire Council \(nsw.gov.au\)](http://Home.UrallaShireCouncil.nsw.gov.au)

14 REPORTS TO COUNCIL

14.1 Membership - Uralla Township and Environs s355 Committee (UTEC)

Department:	Infrastructure & Development
Prepared By:	Executive Support Officer Infrastructure & Development
Authorised By:	Interim Director Infrastructure & Development
Reference:	UINT/23/11872

Attachments:	1. Expression of Interest - Application to Join UTEC - Gai Buchanan - Redacted ↓ 
	2. Application Form - Uralla Township and Environs Committee (UTEC) - Gai Buchanan - Redacted ↓ 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4. We are an independent shire and well-governed community
Strategy:	4.1. Informed and collaborative leadership in our community
	4.2. A strategic, accountable and representative Council
	4.3. An efficient and effective independent local government

SUMMARY

Council has received an expression of interest for membership to the Uralla Township and Environs s355 Committee (UTEC) – Attachment 1, and a completed membership application form – Attachment 2 from Ms Gai Buchanan.

A vacancy currently exists on the Uralla Township and Environs s355 Committee (UTEC).

RECOMMENDATION

That Council:

Accepts the membership application received from Ms Gai Buchanan and appoints her as a member of the Uralla Township and Environs s355 Committee (UTEC).

REPORT

Ms Buchanan is a resident of Uralla Shire and has completed the membership application form for the Uralla Township and Environs s355 Committee. There is a current vacancy and accordingly it is recommended that Council appoints Ms Buchanan as a member of the Committee.

CONCLUSION

That Council accept the membership application of Ms Gai Buchanan to the Uralla Township and Environs s355 Committee (UTEC).

COUNCIL IMPLICATIONS

Community Engagement/Communication

Ms Buchanan will be informed of Council's decision.

Policy and Regulation

Uralla Township and Environs Committee Constitution 2020
Local Government Act 1993; section 355

Financial/Long Term Financial Plan

N/A

Asset Management/Asset Management Strategy

N/A

Workforce/Workforce Management Strategy

Staff provide support to the Uralla Township and Environs Committee and attend meetings.

Legal and Risk Management

The Uralla Township and Environs Committee Constitution 2020 states:

- 6.1 *Council shall invite nominations for membership of the Committee, giving no less than 21 days of public notice.*
- 6.2 *All nominations shall be forwarded to Council for consideration by Council at a Council meeting. Council shall either appoint all nominees to the Committee, or, if more than twelve (12) persons have submitted applications, then Council may select a number from those nominated, the method of selection being at Council's sole discretion.*
- 6.3 *In appointing members to the Committee, Council shall ensure the membership of the Committee reflects, as far as reasonably possible, the diversity of the township of Uralla and its immediate environs.*
- 6.4 *Should a casual vacancy arise, the Committee Secretary should promptly advise Council. Council will invite nominations from members of the public interested in being a member of the Committee and shall fill the vacancy from the nominations received.*

Performance Measures

The performance measures are as set out in the Uralla Township and Environs Committee Constitution 2020.

Project Management

Executive Director Infrastructure & Development

From: gai buchanan [mailto: [REDACTED]]
Sent: Thursday, 25 May 2023 2:52 PM
Subject: Application to join UTEC

Attention General Manager

I would like to submit my name for consideration in filling any vacancies on the Uralla Township and Environs Committee (UTECE).

I moved to Uralla some six months ago to live permanently. My late brother and his wife lived and raised their family in Uralla for some 30 years. During that time I regularly visited Uralla and as a consequence formed a number of connections in the community and in fact it was the deciding factor in my move.

I am retired and looking to “give back” to the community. To this end I have volunteered with the Justice Advocacy Service as a court support person for persons with cognitive impairment and with Uralla CanAssist. I would love to be able to contribute further to the Uralla community and believe UTECE would give me that opportunity.

My work experience has been in both the public service and private sector. I served for 11 years in the NSW Police Force the majority as a Detective. I have also conducted investigations as a contractor for the NSW Crown Solicitors Office and various private companies. At the conclusion of my working life I was an Assistant Director at the Fair Work Ombudsman responsible for supervising teams of Inspectors in Brisbane, Sydney and Melbourne.

I believe this experience, together with my desire to see Uralla continue to grow even more than it has over the last 30 years, would be of great benefit to UTECE.

Regards

Gai Buchanan
[REDACTED]

Uralla

Phone [REDACTED]



**Uralla Township and Environs Committee (UTEC)
Expression of Interest
Membership**

PO Box 106
URALLA NSW 2358
02 6778 6300
council@uralla.nsw.gov.au
www.uralla.nsw.gov.au

Name: Gai Buchanan	
Address:	
Phone:	
1.	Are you a resident of Uralla Shire? yes
2.	Which sectors of the community are you able to represent? I can represent all sectors of the community
3. Why Would you like to become a member of the Committee? I am retired and would like to give back to the Uralla community. I moved to the shire in December 2022 please see attached for more information	
4. What skills can you bring to the Committee? My work experience has been in the public and private sectors in the field of investigations and compliance which i believe would assist with the committee's role in advising council and consulting with the community on proposed developments and redevelopments	
5. Could you share your previous experience in community projects which would be useful for the Committee? I am a volunteer for the Justice Advocacy Service supporting clients with cognitive impairment at court I am also now the Secretary of Uralla CanAssist which is a volunteer organisation that supports local people with cancer and their families	
6. If I am selected, I agree to abide by Council’s Code of Conduct and the Code of Meeting Practice I agree to abide by the Council's Code of Conduct and Code of Meeting Practice	




Please find links below to documents you will need to be familiar with and agree to the requirements held within:

- [Committee Terms of Reference](#)
- [Code of Meeting Practice](#)
- [Code of Conduct](#)

Please return your expression of interest via email to council@uralla.nsw.gov.au

14.2 Requests for Sponsorship

Department:	Corporate & Community
Prepared By:	Interim Executive Director Corporate & Community
Authorised By:	Interim General Manager
Reference:	UINT/23/13112

Attachments:	1. Uralla Central School request for Sponsorship Levels ↓ 
	2. Request for support - Spaces Make Lace November 2023 Event ↓ 
	3. Offer of inkind support - Spaces Make Lace November 2023 Event ↓ 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1. We have an accessible inclusive and sustainable community
Strategy:	1.1. A growing community with an active volunteer base and participation in community events

SUMMARY

The purpose of this report is to enable Council to consider opportunities to provide requested support to:

- a) Uralla Central School at their end of year 2023 presentation; and
- b) Spaces Make Lace November 2023 Event.

RECOMMENDATION

That Council resolve to offer to sponsor:

1. The Uralla Central School at their end of year presentation as a Bronze Partner at a cost of \$50; **and/or**
2. The Spaces Make Lace November 2023 Event with:
 - a) financial support of \$.... to enhance the event experience; **and/or**
 - b) in kind support for printing of programs to a maximum value of \$; **and/or**
 - c) promoting the event through Council's social media page

REPORT

1. Council has received a request for sponsorship from Uralla Central School.

There are three sponsorship packages proposed as detailed in the attachment:

- 1.1. Platinum Partners \$500
- 1.2. Gold Partners \$250
- 1.3. Silver Partners \$100
- 1.4. Bronze \$50

2. Council has also received a request for sponsorship from Spaces Make Lace Event.

Spaces Make Lace Event have asked for: 2.1. Sponsorship: financial support to enable enhancing the event experience through providing necessary resources and reach a wider audience; and.

2.2. In kind assistance would also be very helpful with printing of programs; and

2.3. Promotion and Endorsement: promoting the event through your various channels, such as social media, newsletters or personal networks.

Sponsorship of Uralla Central School and Spaces Make Lace November align with Council’s strategies to promote:

PILLAR	STRATEGIC OBJECTIVE	STRATEGIES
Society	1. We have an accessible, inclusive and sustainable community	1.1 a growing community with active volunteer base and participation in community events.

Council has not specifically budgeted to sponsor any community events beyond Community Capacity Building Program, detailed in the Operational Plan 2023/24.

There budget allocation of \$1000 for “other shire events & Community Grants Fund’ has not yet been allocated.

CONCLUSION

Should Council wish to offer sponsorship to either of these events, Council will need make a resolution to this effect.

COUNCIL IMPLICATIONS

Community Engagement/Communication

1. Invitation from Uralla Central School to sponsor the event.

Sponsorship of the event supports Uralla’s future generation in young children and the Uralla Central School and promotes Council’s association with the Uralla Central School.

2. Invitation to sponsor Spaces Make Lace November 2023 Event.

Sponsorship of the event supports Uralla’s community engagement principles.

Policy and Regulation

Local Government Act 1993

Local Government Regulations (General) 2005

Sponsorship Policy 2013

Financial/Long Term Financial Plan

If Council resolves to sponsor the either or both events the costs will be allocated to Community Events-Other in Council’s operating budget for 2023/24.

Asset Management/Asset Management Strategy

Nil

Workforce/Workforce Management Strategy

Nil

Legal and Risk Management

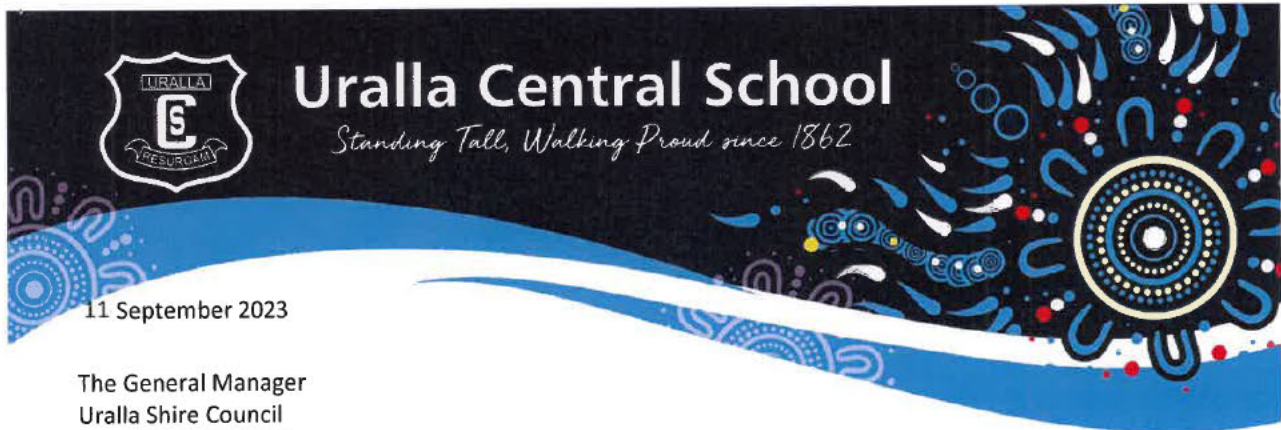
Nil

Performance Measures

Nil

Project Management

Interim Executive Director Corporate & Community



11 September 2023

The General Manager
Uralla Shire Council
URALLA NSW 2358

Dear General Manager

As a school we believe that we are developing a learning focussed environment that celebrates student achievement and endeavour in all fields. The 2023 Academic year has seen the awarding of over 20 000 merits to students. We work continuously with our school community to develop open, two-way communications and ensure that Uralla Central School is just not in Uralla but an essential part of Uralla. To that end we are seeking assistance from the local business community by way of sponsoring awards for our Presentation Evening.

We are asking for your support this year in the form of **Platinum, Gold, Silver and Bronze** sponsorship. As part of the sponsorship, Uralla Central School will be running a full page advertisement in a local newspaper following our Presentation Evening naming our major award winners and sponsors. You are welcome to sponsor more than one award, or just generally. **As always we are appreciative of any and all support of our school and students from our community.**

The Uralla Central School annual Presentation Evening will be held on Thursday 9 November at 6.00pm in the school hall. We would love it if you could join us for this occasion and if you choose to, to present awards. Please indicate on the attached form if you are able to come or send a representative.

Should you wish to discuss these options further, or if a tax invoice is required, please feel free to call or email uralla-c.school@det.nsw.edu.au and we would be only too happy to arrange this. It would be appreciated if your sponsorship could be received before Monday 16 October so that advertising, medallions, trophies and certificates can be arranged.

Yours faithfully


Dan Williams
Principal (Relieving)

Principal | Michael Rathborne

☎ 6778 4204 ☎ 6778 5090

✉ uralla-c.school@det.nsw.edu.au

🌐 uralla-c.schools.nsw.gov.au

📍 PO Box 45, Park Street, URALLA NSW 2358

The General Manager, Uralla Shire Council

I am willing to support your Presentation Evening and my cheque is enclosed. (please circle your preference/s)

PLATINUM GOLD SILVER BRONZE OTHER

I will / will not (please circle one – if you do not indicate an answer, it will be assumed that you will not be attending) be attending the Presentation Evening on November 9 2023.

Representatives Name/ Person Attending: _____ Contact Number _____

Please supply us with the contact name and number of the person we can call should the need arise.

Contact Persons Name _____ Contact Number _____

Sponsorship can be paid by cheque or through the Uralla Central School School Bytes App which can be accessed through the following link: <https://portal.schoolbytes.education/other-payment/577> or website using a credit card. If you require assistance with any of these payment methods, please contact the school.

Sponsorships can be kept as one discrete award or split across a number of awards, please indicate if you would prefer it to remain whole. It would be helpful if you could please return a business card with your payment.

Thank you – Dan Williams – Principal (Relieving)

BRONZE SPONSORSHIP



Of

Uralla Central School Presentation Evening

\$50.00

May include:

Certificate & award presented to student

Single line size thank you advertisement in local publication

Single line size thank you advertisement in school newsletter

Name in presentation evening program

SILVER SPONSORSHIP



Of

Uralla Central School Presentation Evening

\$100.00

May include:

Certificate & scholarship/awards presented to student

Two line size thank you advertisement in local publication

Two line size thank you advertisement in school newsletter

Name in presentation evening program

GOLD SPONSORSHIP



Of

Uralla Central School Presentation Evening

\$250.00

May include:

Medallion & scholarship presented to student

Half business card sized thank you advertisement in local
publication

Half business card size thank you advertisement in school
newsletter

Name in presentation evening program

PLATINUM SPONSORSHIP



Of

Uralla Central School Presentation Evening

\$500.00

(or greater)

May include:

Trophy & scholarship presented to student

Award/s named in your honour

Business card sized thank you advertisement in local
publication

Business card size thank you advertisement in school
newsletter

Name in presentation evening program



From: SpacesMakeLace2 SpacesMakeLace2 [<mailto:spacesmakelace2@gmail.com>]

Sent: Thursday, 24 August 2023 12:14 PM

To: [REDACTED]

Subject: Request for support Spaces Make Lace November 2023

Dear [REDACTED]

I hope this email finds you well. I am writing to you on behalf of the New England Lace Group to request support for our upcoming event Spaces Make Lace 2 which will be held in Uralla 3-5 November 2023.

Spaces Make Lace 2 is a significant gathering of lace makers and textiles artists that aims to showcase the lace exhibition in our McCrossins Mill Museum and will allow the in-depth study of the lace collection.

In addition to the 2 study days there will be a fashion parade held on Friday night at The Alternate Root to celebrate all things lace, showcasing individual lace artists and the store holders of Uralla.

Your support would provide valuable credibility and visibility to our event and could take various forms, such as:

1. Sponsorship: we kindly request your consideration for a sponsorship opportunity. Your financial support would enable us to enhance the event experience, provide necessary resources and reach a wider audience. In kind assistance would also be very helpful with printing of programs.
2. Promotion and Endorsement: we would greatly appreciate your support in promoting the event through your various channels, such as social media, newsletters or personal networks. Your support would help generate more interest in the event.

We understand that your time and resources are valuable, and we assure you that any support you provide will be acknowledged and recognised appropriately. We are open to discussing any specific requirements or preferences you may have regarding your involvement in this event.

Please find attached additional information, our promotional flyers.

Thank you for considering our request for support. We sincerely hope that you will join us in making Spaces Make Lace II a resounding success, your support will not only benefit the New England Lace Group but will also contribute to the growth and development of

Uralla as a centre for arts and culture.

If you have any questions or require further information, please do not hesitate to contact

[REDACTED] or [REDACTED]

From: [REDACTED]
Sent: Thursday, 24 August 2023 4:13 PM
To: 'SpacesMakeLace2 SpacesMakeLace2'
Subject: RE: Request for support Spaces Make Lace November 2023

Hi [REDACTED] and [REDACTED]

Thank you for your email. The event sounds fantastic and we wish you all the best with your organising efforts. Our community is lucky to have groups like the New England Lace Group to promote our beautiful town and wonderfully gifted residents.

I will respond to your specific requests as soon as possible but in the meantime I have reached out to our Library and VIC teams who have advised:

LIBRARY - I understand [REDACTED] has secured space in the library for a display on the wall opposite the Artist of the Month as well as the glass display cabinet in the library foyer for the month of November.

We have space on the community noticeboard for posters etc as well and can post photos of the display on Facebook.

VIC - We have printed the poster and will display it on our noticeboard. If we can get an image and some more details I can put it on the events page on our website too.

If you do a display of samples scattered around town like as in previous years we'd be happy to showcase a sample at the VIC.

I hope this is a good start for you.

I will be in touch re sponsorship, in kind support and any other support we can provide through our web site and social media.

Best of luck

[REDACTED]
[REDACTED]

Uralla Shire Council | PO Box 106 Uralla NSW 2358

P [REDACTED]

[REDACTED] | www.uralla.nsw.gov.au

14.3 Waiver of Development Applications Fees for Thunderbolts Festival

Department:	Infrastructure & Development
Prepared By:	Manager Development & Planning
Authorised By:	Interim General Manager
Reference:	UINT/23/12392

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1.	We have an accessible inclusive and sustainable community
Strategy:	1.1.	A growing community with an active volunteer base and participation in community events

SUMMARY

This report seeks Council's approval to waive the development application fee for Thunderbolts Festival.

RECOMMENDATION

That Council

1. Waives the \$495 development application fee for the Thunderbolts Festival.
2. Notes that if Council agrees to waive this fee, the \$495 drawn from the \$12,000 financial contribution will be reimbursed for Rotary to use for other components of the Festival.
3. Notes that if the Council does not agree to waive this fee there may be potential impact on other components of the Festival.

REPORT

The purpose of this report is to recommend that Council waive the \$495 fee for the Thunderbolts Festival development application (DA).

Background***Development Application fee***

Development consent under *Environmental Planning and Assessment Act 1979* will be required for the annual Thunderbolts Festival to be held on Saturday 28 October 2023. A development application was lodged with Council in August 2023 and is subject to a \$495 fee.

On 30 August 2023, the Thunderbolts Festival Committee requested Council pay the \$495 fee through in-kind support.

To enable the DA to be progressed and determined the fee needed to be paid and was drawn from the Council's \$12,000 financial contribution towards the Festival.

Council funding and in-kind support

In 2021 council agreed to provide funding and support for the 2021 Thunderbolts Festival as follows:

- a) \$12,000 in direct support; and
- b) In kind support valued at approximately \$4,200

Council also agreed to continue to work with the Uralla Rotary Club and the Thunderbirds Festival Committee on the understanding that Council will be promoted as the major sponsor of the event.

The 2023/24 Council donation budget includes \$12,000 for the Thunderbolt's Festival. Council also continues to provide in-kind support for the Thunderbolts Festival.

Discussion

A decision of Council is required to waive the \$495 Thunderbolts Festival development application fee.

The fee is set under the provisions of the *Environmental Planning and Assessment Regulation 2021 (the Regulation)* and is intended to contribute towards the resources required to assess the development application. These fees are also listed in the Uralla Shire Council Fees & Charges document available on the Council website.

The Uralla Shire Council Fees & Charges document does not include advice or a policy on waiving fees, however the *Regulation* includes a provision that enables a fee to be waived if it is considered appropriate to do so (cl 253 the *Regulation*).

It is considered appropriate to waive the \$495 development application in this instance for the following reasons:

- Waiving the fee will not impact the assessment of the Thunderbolts Festival development application.
- The fee can be counted towards the in-kind support provided by the Council for the Thunderbolts Festival. This will reduce the risk of setting a precedent for other fee waiver requests.

Key Issues

- The Rotary Thunderbolts Festival Committee has requested Council pay the \$495 development application fee as in-kind support.
- *The Regulation* provides Council the authority to waive the development application fee.
- A decision to waive the fee in this instance will not set a precedent for future community events.

CONCLUSION

That Council adopts the recommendation to waive the fee as part of Council's in-kind support for the Festival.

COUNCIL IMPLICATIONS

Community Engagement/Communication

A decision to waive the development application fee will not impact the agreement for the Council to be promoted as the major sponsor of the Thunderbolts Festival.

Policy and Regulation

Council's discretionary Delegations to the General Manager.

Environmental Planning and Assessment Act 1979.

Environmental Planning and Assessment Regulation 2021.

Uralla Shire Council Fees & Charges

Financial/Long Term Financial Plan

If Council determines to waive the development application fee, the \$495 can be considered part of the Council's in-kind contribution to the Thunderbolts Festival.

Asset Management/Asset Management Strategy

The continued Thunderbolts Festival community use of the Uralla's infrastructure is a service delivery target of Council's Open Space and Recreation Asset Management Plan.

Workforce/Workforce Management Strategy

N/A

Legal and Risk Management

Waiving the \$495 development application fee will not incur legal or other risks to council.

Performance Measures

N/A



Project Management

Manager, Planning & Development

14.4 Local Roads and Community Program Phase 4 - Project Nominations

Department: Infrastructure and Development
Prepared By: Executive Manager Civil Infrastructure
Authorised By: Acting General Manager
Reference: UINT/23/10767

Attachments:

1. Local Roads Community Infrastructure Phase 4 Guidelines [↓](#) 
2. Local Roads Community Infrastructure Phase 4 - Projects [↓](#) 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:

1. We have an accessible inclusive and sustainable community
2. We drive the economy to support prosperity
4. We are an independent shire and well-governed community

Strategy:

- 1.2. A safe, active and healthy shire
- 2.3. Communities that are well serviced with essential infrastructure
- 4.2. A strategic, accountable and representative Council

SUMMARY

Council has received funding from the Australian Government for the **Local Roads and Community Infrastructure Program - Phase 4 (LRCI4)**. The deed was signed and returned on 17 July 2023.

There are two funding allocations:

Part A (\$596,106) on eligible local road or community infrastructure projects; and

Part B (\$343,847) on eligible local rural, regional, or outer urban road projects. Eligible projects are to be completed by 30 June 2025.

Council needs to submit the project nominations and work schedule for LRCI4 by 31 December 2023.

A list of identified projects for Parts A and Part B was provided to Councillors for consideration at the workshop on Tuesday 12 September.

Comments and recommendations on the draft list from Councillors have informed the preparation of an updated list provided in Attachment 2.

RECOMMENDATION

That Council reviews the list of projects attached to this report and adopts a list to be submitted to the Local Roads and Community Infrastructure Program Phase 4 - Work Schedule - Project Nominations.

REPORT

The Local Roads and Community Infrastructure Program Phase 4 Guidelines are attached. These guidelines provide details of eligible projects for each Part. Part A can be spent on any eligible local road or community infrastructure project. Part B should be spent on eligible local rural, regional or outer-urban road projects.

CONCLUSION

A list of proposed projects is attached for Council review. Councillors can adopt, amend or add projects, or seek community submissions for other projects that meet the eligibility criteria within the funding limits. Council can contribute additional funds to support projects.

Council's project list needs to be submitted by 31 December 2023. All projects need to be completed by 30 June 2025.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

An updated list of projects were derived following a Councillor Workshop held on Tuesday 12 September 2023.

Council could select from the list of projects identified, contribute other projects or seek projects from the community. The projects need to be submitted by 31 December 2023.

Policy and Regulation

Policies and Regulations need to be adhered to in the completion of the Projects.

Financial/Long Term Financial Plan

Renewal of existing assets could remove projects out of the LTFP and therefore reduce council funding in future years.

Asset Management/Asset Management Strategy

New assets created will increase council's asset number and depreciation. Renewal of existing assets may defer the need for council to fund the renewal in future programs.

Workforce/Workforce Management Strategy

Council will be utilising existing staff where possible for projects. Contractors may be used for some specialty services or to supplement existing staff depending on resourcing needs.

Legal and Risk Management

Risk mitigation is to be part of the project plan.

Performance Measures

Completion of all the projects by the program deadline.

Project Management

Project documentation to be recorded for each project.

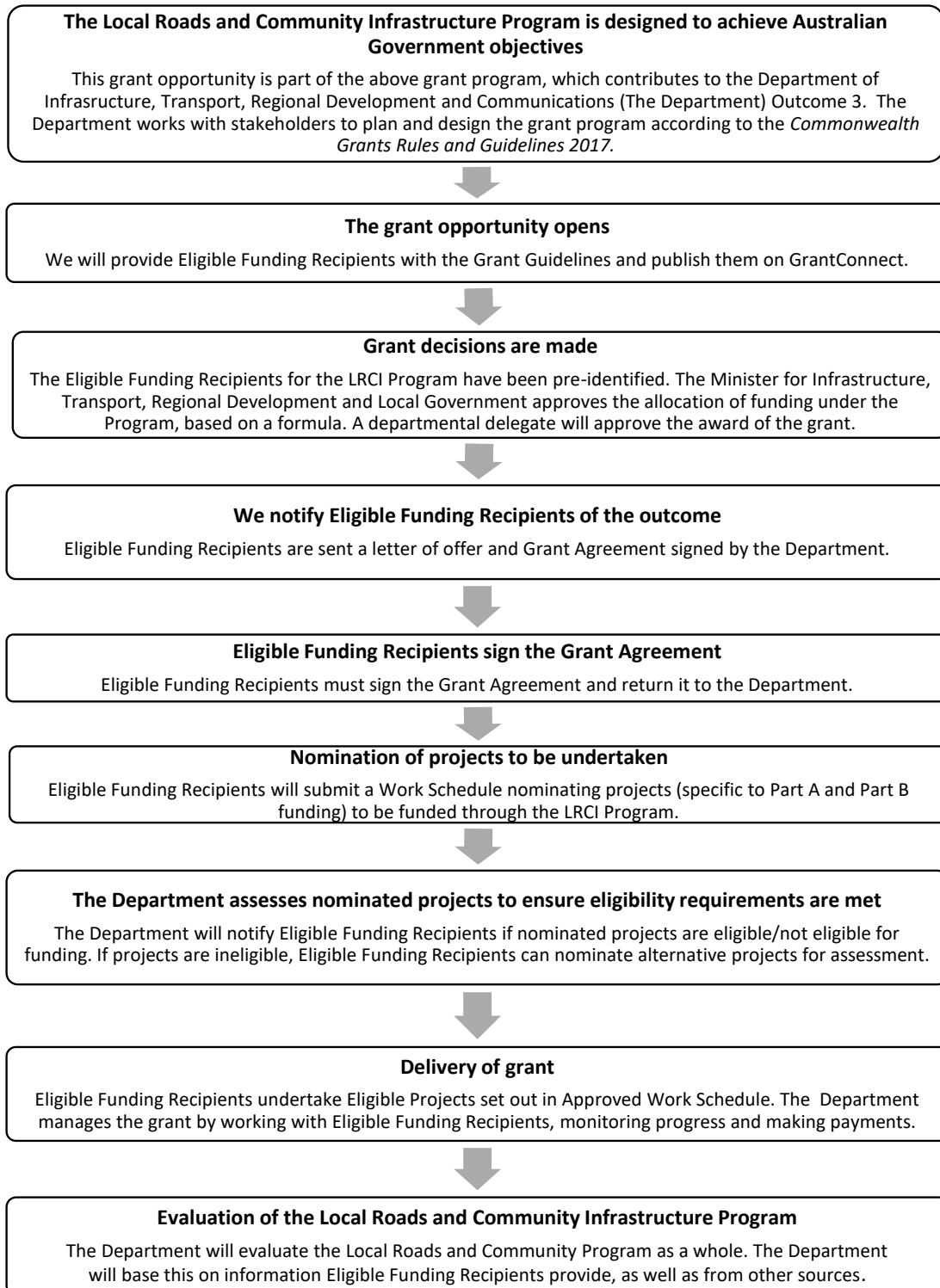
Local Roads and Community Infrastructure Program – Phase 4 Grant Guidelines

Date guidelines released:	July 2023
Type of grant opportunity:	Demand-driven (Eligibility-based)
Opening Date:	July 2023
Commonwealth Policy Entity:	Department of Infrastructure, Transport, Regional Development, Communications and the Arts
Administering Entity:	Department of Infrastructure, Transport, Regional Development, Communications and the Arts
Enquiries:	Any questions should be directed to: Program Manager Local Roads and Community Infrastructure Program LRCIP@infrastructure.gov.au

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1. Local Roads and Community Infrastructure Program Process



1.1 Introduction

These Guidelines contain information for Phase 4 of the Local Roads and Community Infrastructure (LRCI) Program grants, that support Eligible Funding Recipients to deliver priority local road and community infrastructure projects across Australia.

The LRCI Program commenced on 1 July 2020 and has delivered projects across Phase 1, 2 and 3. Phase 4 provides a further \$750 million provided in two funding allocations:

- Part A - \$500 million available to 550 councils across Australia to spend on local roads and community infrastructure projects, and
- Part B - \$250 million available to 466 councils in rural, regional or outer-urban areas to spend exclusively on roads projects.

Including Phase 4, the total Australian Government investment in the program is \$3.2 billion.

The grant opportunity set out in these Program Guidelines is for LRCI Program Phase 4 only.

This document sets out:

- the purpose of the grant opportunity;
- the eligibility criteria for Part A and Part B funding allocations;
- how Eligible Funding Recipients will be monitored and evaluated; and
- responsibilities and expectations in relation to the grant opportunity.

The LRCI Program is administered by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts (the Department).

2. About the LRCI Program – Phase 4

The purpose of the LRCI Program is to support local councils to deliver priority local road and community infrastructure projects across the nation, supporting jobs and delivering benefits to local communities.

Phase 4 of the LRCI Program will open from 1 July 2023 and Grant Agreements will be sent to Eligible Funding Recipients for review and signature. Once the Grant Agreements have been returned and executed by the Department, councils will be invited to submit Project Nominations via a Work Schedule to the Department.

From 1 July 2023, the eligible construction time period (ECTP) commences. Project construction can only begin once Project Nominations are approved by the Department. Projects are required to be physically completed by 30 June 2025.

Should Eligible Funding Recipients proceed with LRCI Phase 4 projects that have not been approved by the Program Delegate, all costs associated with these projects will be the responsibility of the proponent.

Phase 4 of the LRCI Program continues to be a temporary, targeted measure supporting local infrastructure, jobs, firms, and procurement.

As with the earlier Phases of the LRCI Program, Eligible Funding Recipients can select a broad range of projects to fund so that communities can continue to be provided with the infrastructure they require. It is expected that Eligible Funding Recipients will use local businesses and workforces to deliver projects wherever possible to ensure direct benefits to local communities.

The LRCI Program is a demand driven (eligibility based) grant program, delivered under Outcome 3.2 of the Department's Portfolio Budget Statement 2021-2022: the local government program supports regional development and local communities through delivery of policy advice to the Australian Government and financial assistance to local governments to strengthen local government capacity and better support local communities.

The objective of the LRCI Program is to maintain and create jobs through road infrastructure and construction activities in communities across Australia. The intended outcomes of the LRCI Program are to:

- deliver benefits to communities, such as improved road safety, accessibility and visual amenity; and
- create local short-term employment opportunities through funding construction projects.

The Department will administer the LRCI Program according to the [Commonwealth Grants Rules and Guidelines 2017 \(CGRGs\)](#).

3. Grant amount and grant period

The Australian Government has committed total funding of \$750 million for Phase 4 of the LRCI Program. This funding comprises of:

- Part A: \$500 million to be made available to all Eligible Funding Recipients for use on road and or community infrastructure projects, and
- Part B: \$250 million to be made available to Eligible Funding Recipients – that are defined as being in a rural, regional or outer-urban location – for use on rural, regional or outer-urban road projects.

Eligible Funding Recipients will receive a grant amount called a 'Nominal Funding Allocation'. This will be comprised of:

- **Part A:** The formula used to calculate a Nominal Funding Allocation (Part A) has been modelled on funding allocations under the Roads to Recovery Program (R2R) and the local road component of the Financial Assistance Grants Program.

The formula used to determine a state/territory's share of funding under the LRCI Program follows the same state/territory allocation process as these programs. Within a state/territory's share of funding, the calculation of each Eligible Funding Recipient's Nominal Funding Allocation has been derived based on factors such as population estimates, and road length in each local governing body area. The formula has been applied to all previous phases (1, 2 and 3) to determine the Nominal Funding Allocation of each Eligible Funding Recipient under the LRCI Program.

- **Part B:** The formula used to calculate the Nominal Funding Allocation (Part B) is the same as Part A, with eligible councils in non-urban areas being identified based on the Australian Classification of Local Governments (ACLG), and for the

Australian Capital Territory (ACT), the Urban Centre and Locality (UCL) frameworks to determine which Eligible Funding recipients are deemed as 'non-urban'. Under the UCL, a portion of the ACT is rural and allocated a Part B Nominal Funding Allocation.

Co-contributions are not required under the LRCI Program, but are allowed to be used for projects. A project can be funded by a combination of LRCI Program funds, the Eligible Funding Recipient's funds, and other government program funds (including state government programs), as long as the combined funding for the project does not exceed the estimated cost of a project.

This grant opportunity will open on 1 July 2023 and close on 30 June 2026.

The First Instalment of the Phase 4 Nominal Funding Allocation will be paid to the Eligible Funding Recipient after the Grant Agreement has been fully executed, including an Approved Work Schedule, and not before 1 July 2023.

3.1 Phase 4 – 'use it or lose it' principle

If:

- an Eligible Funding Recipient has not applied for the full amount of their Phase 4 Nominal Funding Allocation in a draft Work Schedule by 30 June 2024; or
- savings related to Eligible Projects have not been reallocated under an Eligible Funding Recipient's Phase 4 Nominal Funding Allocation before 1 January 2025,

then the Australian Government has the right to not pay the amount of the Phase 4 Nominal Funding Allocation not applied for or reallocated by the Eligible Funding Recipient.

4. Eligibility criteria

Only Eligible Funding Recipients are able to participate in Phase 4 of the LRCI Program. Eligible Funding Recipients will receive a letter of offer to participate in Phase 4 of the LRCI Program:

- Where eligibility for the Part A \$500 million component is met, the letter of offer will include reference to this separate funding amount.
- Where eligibility for the Part B \$250 million component is met, the letter of offer will include reference to this separate funding amount.

The Eligible Funding Recipients have been selected for this grant opportunity as the intention is to fund local communities directly. A list of funding recipients, and their funding allocations is available on the Department's website at this [link](#).

4.1 Who is eligible for a grant?

Eligible Funding Recipients for Phase 4 are the same as for Phase 1, Phase 2 and Phase 3 of the LRCI Program.

550 Eligible Funding Recipients have been selected for the Phase 4 grant opportunity of \$500 million (Part A) to fund and provide eligible local council services to communities directly.

466 Eligible Funding Recipients (rural, regional or outer-urban developed locations) have been selected for the Phase 4 grant opportunity of \$250 million (Part B) to fund the development or improvement of local roads in rural, regional and outer-urban locations.

4.2 Who is not eligible for the Grant Program?

Organisations are not eligible for the LRCI Program unless they have been identified by the Australian Government as an Eligible Funding Recipient (see 4.1).

Council areas in urban developed locations are not eligible for the Phase 4 Part B nominal funding allocation.

General applications by other organisations will not be accepted. Applications by Eligible Funding Recipients reasonably understood to be on behalf of, or for the benefit of another otherwise ineligible organisation, will not be accepted.

5. What the grant money can be used for

Grant money can only be used on Eligible Projects, which are projects that are Local Road Projects or Community Infrastructure Projects (see 5.1) or as specified for each funding amount (see 3). Eligible Projects must meet the Eligible Project Requirements set out in subsections 5.1 to 5.6, and deliver benefits to the community.

5.1 Eligible Grant Activity

Funding received under Part A can be spent on any eligible local road or community infrastructure project.

Funding received under Part B should be spent on eligible local rural, regional or outer-urban road projects. Funding Recipients must contact the Department if they are unable to spend all of their Part B funding on roads projects. In exceptional circumstances, Part B funding may be used for Eligible Community Infrastructure Projects at the discretion of the Delegate.

Local Roads Projects

Eligible Local Road Projects are projects that involve the construction or maintenance of roads managed by local governments. Local governments are encouraged to consider works that support improved road safety outcomes.

This could include projects involving any of the following associated with a road:

- traffic signs;
- traffic calming/control equipment;
- street lighting equipment;
- a bridge or tunnel;
- a facility off the road used by heavy vehicles in connection with travel on the road (for example, a rest area or weigh station);
- facilities off the road that support the visitor economy; and
- road and footpath maintenance, where additional to normal capital works schedules.

NOTE: The funding is not intended to replace existing expenditure commitments or regular scheduled maintenance but rather to enable further, additional expenditure as needed to address roads infrastructure issues.

Community Infrastructure Projects

Eligible Community Infrastructure Projects are projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are primarily for the direct use and benefit of the local community.

‘Direct use and benefit’ means the project, or the amenity provided by the project, is open for primary use by the local community and provides benefit to members of the local community. Projects involving public areas such as parks, playgrounds, footpaths and roads generally meet this requirement.

Projects will also be considered primarily for the ‘direct use and benefit’ if they are:

- available to the wider public undertaking a specific activity (for example council operated sporting fields); or
- available for a limited age group of the community as a whole i.e. a kindergarten building or seniors’ centre; or
- used for the provision of an essential service or community service, as determined by the Department, and the amenity of the asset is for the direct use and benefit of the community.

All projects whether carried out on council owned land, or another type of public land, must deliver direct benefits to the community, such as improved accessibility, visual amenity, and/or safety. Examples of eligible works include:

- Closed Circuit TV (CCTV);
- bicycle and walking paths;
- painting or improvements to community facilities;
- repairing and replacing fencing;
- improved accessibility of community facilities and areas;
- landscaping improvements, such as tree planting and beautification of roundabouts;
- picnic shelters or barbeque facilities at community parks;
- community/public art associated with an Eligible Project (Eligible Funding Recipients will need to provide a clear description of the conceptual basis of the artwork);
- playgrounds and skate parks (including all ability playgrounds);
- noise and vibration mitigation measures;
- off-road car parks (such as those at sporting grounds or parks); and
- projects that support the transition to Net Zero for council owned assets.

NOTE: The funding is not intended to replace existing expenditure commitments or regular scheduled maintenance but rather to enable further, additional expenditure as needed to address community infrastructure issues.

Other Public Land

Projects that involve the construction, maintenance and/or improvements to state/territory and Crown owned land/assets, and Commonwealth owned land/assets, can also be eligible projects where the Council can confirm that they have the authority of the land or asset owner to undertake the project at the nominated site(s) and the site(s) are accessible to the public (including natural assets).

5.2 Maintaining Overall Capital Expenditure

The intent of LRCI funding is that Eligible Funding Recipients undertake infrastructure projects which are **additional** to projects that they had planned using either their own funds or funds already available to the Eligible Funding Recipients by another opportunity.

The LRCI funding is not intended to replace existing expenditure commitments or regular scheduled maintenance but rather to enable further, additional expenditure to meet the local needs of the community.

Proof of maintaining capital expenditure may be a requirement for an Eligible Funding Recipient to receive their full Phase 4 Nominal Funding Allocation. The Department will consider, in exceptional circumstances, exemptions to this requirement.

5.3 Co-contributions

Co-contributions are not required under the LRCI Program, but are allowed to be used for projects. A project can be funded by a combination of LRCI Program funds, the Eligible Funding Recipient's funds, and other government program funds (including state government programs), as long as the combined funding for the project does not exceed the cost of a project.

An Eligible Funding Recipient using co-contributions for a project also needs to meet the conditions of other funding programs from which funds are sourced. Eligible Funding Recipients are responsible for determining if the funding conditions of another program would permit the use of LRCI Program funding towards that project.

5.4 Eligible Construction Time Period (ECTP)

The eligible construction time period to undertake construction activity on Eligible Projects must be undertaken between 1 July 2023 and 30 June 2025.

Due to the longer construction period, it is not expected that requests to extend the ECTP beyond 30 June 2025 would be needed or granted. Planning issues and general delays associated with construction will not be considered exceptional circumstances.

5.5 Multi-stage Projects

Eligible Funding Recipients can nominate discrete later stages of projects that are already receiving funding under the LRCI Program, however the Phase 4 nomination must be a new, separate and previously unfunded project stage.

Any component funded under Phase 1, Phase 2 or Phase 3 must not be amended without approval by the Delegate and must maintain eligibility under the relevant program guidelines.

5.6 What the grant money cannot be used for

Eligible Funding Recipients cannot use grant money to pay for business as usual activities and costs, for projects that are not primarily for the direct use and benefit of the local community, or for any other activities and costs not associated with Eligible Projects. These activities are Ineligible Projects or Ineligible Expenditures.

The following are examples of Ineligible Projects and Ineligible Expenditures:

- costs incurred in the preparation of a Work Schedule or related documentation;
- costs incurred in the preparation of reporting documentation including Audit requirements;
- general administrative overheads and staff salaries not directly connected with Eligible Projects funded under the Program;
- subsidy of general ongoing administration of an organisation such as electricity, phone, rent, or costs incurred by the Council as a Landlord in the general course of a lease;
- commencement ceremonies, opening ceremonies or any other event associated with Eligible Projects;
- transport planning studies;
- upgrades or improvements to tourist precincts that are not generally accessible to the wider community;
- road rehabilitation studies (if not part of an Eligible Project);
- road building plant or other capital equipment especially moveable equipment or assets (e.g. graders or trailers);
- purchase or improvement of structural assets that are not for the primary use and benefit of the local community (e.g. caretakers' residence);
- land;
- purchase of or improvement to assets that will be 'handed off' to ineligible funding recipients under a cost reduction, cost sharing or minimisation strategy, or similar;
- purchase of or improvement to assets solely for the purpose of a cost reduction, cost sharing or cost minimisation strategy, or similar;
- training;
- public liability insurance;
- fringe benefits tax;
- GST payable component of a supply;
- finance leases on equipment;
- depreciation, except for depreciation of plant and equipment directly attributable to a grant funded Eligible Project;
- preliminary planning and stand-alone design that do not relate to an Eligible Project;
- operating lease charges where the rental expense cannot be directly linked to the grant project (e.g. a grader may be hired for a period for a variety of tasks, only charges that specifically relate to the funded Eligible Project can be charged against the grant funds);
- overseas travel; and
- the covering of retrospective project costs undertaken prior to formal project nomination and work schedule approval.

6. The grant selection process and Work Schedule approval process

The amount of grant money awarded to an Eligible Funding Recipient in the Grant Agreement will be in accordance with the formula outlined at section 3 and as published on the Department's website.

The Eligible Fund Recipients for LRCI Phase 4 have been pre-determined (as per section 4 of these Guidelines).

6.1 Who will approve grants?

An SES Band 1, Assistant Secretary level Delegate will approve and execute the Grant Agreement on the basis that the organisation is an Eligible Funding Recipient as identified in section 4.1.

As part of the grant approval process, Eligible Funding Recipients will be asked to nominate projects by submitting a Work Schedule. The initial Phase 4 Work Schedule will be considered for approval by an SES Band 1, Assistant Secretary level Delegate.

Subsequent requests to vary the Approved Work Schedule will be considered for approval by:

- an EL 2, Director level Delegate (up to a pre-determined financial limit), or
- an SES Band 1, Assistant Secretary level Delegate.

The Delegate's decision is final in all matters, including:

- the approval of a Work Schedule; and
- the approval of project nominations.

There is no appeal mechanism for the decision to approve or not approve a grant agreement.

6.2 How to seek a variation to project nominations?

If an Eligible Funding Recipient requires an amendment to their Approved Work Schedule, the Eligible Funding Recipient will be required to resubmit their Phase 4 Work Schedule for re-approval, including:

- an increase or decrease of total project cost, including co-contribution amounts;
- an increase or decrease in the scope of works;
- the removal of approved project, or
- nominations of a new project(s).

To request a variation:

- Edit and annotate the most recently approved Phase 4 Work Schedule on Microsoft Word, using track changes.
- Ensure all sections are completed as directed.
- Submit the request to LRCIP@infrastructure.gov.au for assessment.

Assessment and approval of variations:

- All variation requests will be assessed by LRCI Grant Officers to ensure all eligibility criteria is met.
- Where information is missing or unclear, contact will be made to rectify the issue. **Note:** this may delay the outcome.
- The Program Delegate will provide final approval of all variations.

The time frame for variation assessment and outcome (provided all information is correct in the first instance) can be up to four (4) weeks.

NOTE: Should Eligible Funding Recipients proceed with LRCI Phase 4 variations that have not been approved by the relevant Program Delegate, all costs associated with these variations will be the responsibility of the proponent.

6.3 How to seek an extension to approved project construction timeframes?

If an Eligible Funding Recipient needs to amend the start or end date of an Approved Project only, this can be done via email notification to the LRCI Administration team, provided the new dates fit within the ECTP of 1 July 2023 to 30 June 2025.

If other updates are also required, the process outlined in 6.2 must be followed.

See section 5.4 for information about extensions to the ECTP beyond 30 June 2025.

7. Letter of offer process

All Eligible Funding Recipients will receive an offer to participate in Phase 4 of the LRCI Program. This offer will:

- specify the Phase 4 \$500 million Nominal Funding Allocation (Part A);
- specify the Phase 4 \$250 million Nominal Funding Allocation (if eligible) (Part B);
- include a Grant Agreement that sets out the terms and conditions of Phase 4 of the LRCI Program executed by the Australian Government;
- provide information on the submission of Work Schedules.

Before accepting the offer, Eligible Funding Recipients must read and understand these Guidelines and the Grant Agreement. The Guidelines can be found on the Department's website and on [GrantConnect](#). Any alterations and addenda will be published on GrantConnect and the Department's website. By registering on GrantConnect, organisations will be automatically notified of any changes to the Guidelines.

Eligible Funding Recipients are encouraged to return a signed Grant Agreement as soon as practicable after receiving the document.

Work Schedules can be submitted for Phase 4 projects any time from 1 July 2023 to 31 December 2024.

After 31 December 2024, the Department expects to only be managing variations or additional project nominations to ensure that an Eligible Funding Recipient is able to fully utilise their Phase 4 Nominal Funding Allocation and complete construction by 30 June 2025.

8. Notification of outcomes

All Eligible Funding Recipients will receive a letter of offer to participate in Phase 4 of the LRCI Program and a Grant Agreement.

9. Successful grantees

9.1 The Grant Agreement

An Eligible Funding Recipient must enter into a legally binding grant agreement with the Australian Government by signing the Grant Agreement. The Grant Agreement used for Phase 4 of the LRCI Program will be supplied to Eligible Funding Recipients. The Grant Agreement has standard terms and conditions that cannot be changed.

The Grant Agreement may also contain conditions specific to an Eligible Funding Recipient in a Schedule.

To accept the offer, the Eligible Funding Recipient must;

- sign the Grant Agreement;
- provide all the information requested; and
- return the Grant Agreement to the LRCI Program Manager.

The Department is not responsible for any of an Eligible Funding Recipient's expenditure until a Grant Agreement is executed and the Work Schedule is approved for the Eligible Funding Recipient.

The Grant Agreement must be executed with the Australian Government before any payments can be made.

Eligible Funding Recipients should keep a copy of the Grant Agreement and any supporting documents.

The Australian Government may recover grant funds from an Eligible Funding Recipient if the Grant Agreement has been breached. If an Eligible Funding Recipient fails to meet the obligations of the Grant Agreement, the Grant Agreement may be terminated.

9.2 How we pay the Grant

Table 1 Grant Payment Overview

Payment milestone	Grant payment date	Amount
<p>First Instalment: Work Schedule approval payment</p>	<p>The First Instalment of the Phase 4 Nominal Funding Allocation will be paid after 1 July 2023 and after the Eligible Funding Recipient's Work Schedule has been approved.</p>	<p>The First Instalment will be equal to 40 per cent of an Eligible Funding Recipient's Phase 4 Nominal Funding Allocation.</p> <p>For Low Value Grants, Eligible Funding Recipients will receive 60 per cent of their Phase 4 Nominal Funding Allocation in their first instalment.</p>
<p>Progress Instalments: Eligible Funding Recipients can receive multiple progress payments.</p>	<p>Within four weeks of the Department's acceptance of a complete and accurate Ad-hoc Report</p>	<p>A Progress Instalment will be equal to the Eligible Funding Recipient's:</p> <ul style="list-style-type: none"> • actual expenditure until the end of the period covered by the relevant Ad-hoc Report; and • projected expenditure on Eligible Projects in an Approved Work Schedule for the next 3 months; <p><u>less:</u></p> <ul style="list-style-type: none"> • received instalments; and • 10 per cent of the Phase 4 Nominal Funding Allocation. <p>For Low Value Grants, Eligible Funding Recipients can apply to receive the residual of grant funds at the time of an Ad hoc Report being submitted provided they also submit completed acquittal documentation.</p>
<p>Final Instalment: Final payment</p>	<p>Within 16 weeks of the Department's acceptance of a complete and accurate Annual Report or Final Report and decision to release the Final Instalment.</p>	<p>The Final Instalment will equal the smaller of:</p> <ul style="list-style-type: none"> • the residual amount of an Eligible Funding Recipient's Phase 4 Nominal Funding Allocation; or • the total eligible expenditure and projected expenditure to the end of the Eligible Projects; <p><u>less</u> instalments paid to date.</p>

Submission of a Work Schedule

Eligible Funding Recipients will nominate eligible projects they intend to spend LRCI grant money on in their draft Work Schedule.

Eligible Funding Recipients are required to submit a draft Work Schedule in the manner and form stipulated by the Department.

Work Schedules can be submitted between 1 July 2023 and 31 December 2024, but failure to promptly return a Work Schedule will result in release of grant funds being delayed.

In order for Eligible Funding Recipients to receive their full Phase 4 Nominal Funding Allocation, they must have submitted a draft Work Schedule for the total amount of their Phase 4 Nominal Funding Allocation by 31 December 2024.

If an Eligible Funding Recipient has not applied for their full Phase Nominal Funding Allocation in a draft Work Schedule by 31 December 2024, or savings related to Eligible Projects have not been reallocated under their Phase 4 Nominal Funding Allocation before 31 December 2024, the Australian Government has the right to not pay the amount of the Phase 4 (Part A) and Phase 4 (Part B) (where applicable) Nominal Funding Allocation not yet applied for or reallocated by the Eligible Funding Recipient.

The manner and form for submitting a draft Work Schedule will be provided to Eligible Funding Recipients and made available on the Department's website.

The draft Work Schedule must contain the following information in relation to each of the nominated projects the Eligible Funding Recipient proposes to undertake using the grant:

- project description, including details of how the project meets the Project Eligibility Requirements detailed in Section 5, problem being address and benefits the project will provide the community;
- proposed timeframes for the project, including construction commencement date and estimated construction completion date;
- detail of any conflicts of interest and management actions to manage these conflicts;
- the amount of grant funding required and details of any other contributions to the total costs of the project, along with details of all proposed expenditure including confirmation that none of the proposed expenditure is Ineligible Expenditure;
- expected number of full-time equivalent jobs supported by the project over the construction period;
- meet mapping requirements notified by the Department;
- whether the project involves Indigenous employment of Business use; and
- Work Category, Outcome Category

If some of the jobs supported by a project are new jobs/redistribution of personnel in the Eligible Funding Recipient's own workforces, labour costs for work undertaken must be derived from timesheets or via an equally acceptable method.

Project management time included in the expected number of jobs supported by a project must not include Ineligible Expenditure or costs associated with Ineligible Projects, and a clear and definable model needs to be in place to apportion these costs.

The total amount of grant funding sought under a draft Work Schedule cannot exceed the amount of the grant specified in the Grant Agreement.

Approval of a Work Schedule

The Department will assess whether projects included in an Eligible Funding Recipient's Work Schedule meet the Eligible Project Requirements set out in these Guidelines and that all requested information has been provided.

If the Work Schedule or projects do not meet requirements, an Eligible Funding Recipient may submit an updated Work Schedule that includes additional nominated projects for approval. The Department may contact an Eligible Funding Recipient to request further information.

The Department will make a recommendation to the Program Delegate to approve/not approve the Work Schedule.

If an Eligible Funding Recipient nominates projects with a total value of more than 40 per cent of their Phase 4 Nominal Funding Allocation and the Work Schedule is approved, the Delegate will approve release of the First Instalment of grant funds.

The decision to release funds will be made on the basis of their assessment of the information provided by an Eligible Funding Recipient and any other information in the Program Guidelines. Approval may be subject to conditions detailed in the Grant Agreement. Only approved Eligible Projects will be included in the Approved Work Schedule.

Eligible Funding Recipients will be advised in writing if their Work Schedule and release of the First Instalment has been approved.

First Instalment

The First Instalment will be available to be paid to an Eligible Funding Recipient from 1 July 2023 or within four weeks of the Work Schedule and release of the First Instalment being approved by the Delegate, provided this date is after 1 July 2023.

The value of the First Instalment will be 40 per cent of an Eligible Funding Recipient's Phase 4 Nominal Funding Allocation or 60 per cent of Low value grant (under \$1,000,000) recipients funding allocation.

Low Value Grants

A Low Value Grant is a Phase 4 Nominal Funding Allocation under \$1,000,000. In application of the proportionality principle, different requirements relating to Instalments and Reporting apply to these grants.

For a Low Value Grant, the process for Work Schedule approval is the same as detailed above. However, Low Value Grant recipients can receive 60 per cent of their Phase 4 Nominal

Funding Allocation as their First Instalment provided they have nominated projects totaling 60 per cent or more of their Phase 4 Nominal Funding Allocation.

Progress Instalments

Eligible Funding Recipients may lodge a request for a Progress Instalment Payment through the submission of a complete and accurate Ad-hoc Report.

The lodgment of Ad-hoc Reports to request the release of funding may be made up to 3 times per financial year, provided the total of all progress Instalment Payments does not exceed 90 per cent of the total Nominal Funding Amount available.

The relevant EL2 Program Delegate will approve the release of a Progress Instalment Payment on the basis of:

- the Department's assessment of, and the information provided in, relevant Ad-hoc Report;
- whether or not an Eligible Funding Recipient is in breach, or suspected of being in breach, of the Grant Agreement; including
- consideration of other relevant information, including whether the Eligible Funding Recipient has engaged with relevant local MPs as required by these guidelines.

Further relevant information may be requested by the Department at this stage and considered by the Delegate.

If the Delegate approves the release of a Progress Instalment, payment will be made within four weeks of the Delegate making this decision. Eligible Funding Recipients will be advised in writing of the decision to release a Progress Instalment.

The payment value for a Progress Instalment will equal:

- actual expenditure up until the date of the Ad-hoc Report; plus
- projected expenditure for the following three (3) months.
less
- Received payment instalments; and
- 10 per cent of the Phase 4 Nominal Funding Allocation.

Final Instalment

The Delegate will decide whether to approve release of the Final Instalment on the basis of:

- an assessment of compliance with the Grant Agreement, including any investigations or audit reports;
- the information provided in the Annual Report or Final Report;
- information in the Work Schedule; and
- any other relevant information, including whether the Eligible Funding Recipient has engaged with relevant local MPs as required by these guidelines.

The Final Instalment will be the lesser of:

- the residual amount of an Eligible Funding Recipient's Phase 4 Nominal Funding Allocation, compared to the total actual expenditure;
less
- instalments paid to date.

Councils should report on funds expended as they accrue, not as funds are paid out by Council. Therefore, once construction work has been completed, expenditure has been accrued and can be reported as such, even if invoices have not yet been received or paid by Council.

Further information may be requested by the Department at this stage and considered by the Delegate. The Final Instalment will be paid within four weeks of the Delegate's decision to release the grant payment.

9.3 Grant Payments and GST

In accordance with the Terms of the Australian Taxation Office ruling GSTR 2012/2, payments made under the LRCI Program, which are payments made by a government related entity to another government related entity, and for which the amount of the grant does not exceed the cost of providing the goods or services, do not attract GST.

Consequently, the actual and projected expenditure Eligible Funding Recipients report to the Department must exclude the GST component on goods and services, and the payments the Department makes to Eligible Funding Recipients to cover the costs of the program will not include GST.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#). We do not provide advice on your particular taxation circumstances.

10. Announcement of grants

The Department will publish details of the grants awarded on GrantConnect within 21 days after the date of effect of the Grant Agreement as required by section 5.3 of the [CGRGs](#).

The Department may also publish details of grants on its website or other government websites, including individual projects funded, underway or complete. This information may include, but is not limited to:

- title of the project;
- description of the project and its aims;
- amount of funding received and funding allocation; and
- project outcomes including estimates of jobs supported.

11. Reporting requirements

Eligible Funding Recipients must submit reports in line with the Grant Agreement and these Guidelines. The Department will remind Eligible Funding Recipients of their reporting obligations before reports are due.

Eligible Funding Recipients must also update their Work Schedules as required and in accordance with any other requirements notified by the Department.

The Department will monitor progress by assessing submitted reports and may conduct site visits to confirm details in Ad-hoc Reports and Work Schedules if necessary.

Occasionally, the Department may need to re-examine claims, seek further information, or request an independent audit of claims and payments on a risk based or sampling basis.

The Department must be informed of any reporting delays or significant delays affecting Eligible Projects on an Approved Work Schedule as soon as Eligible Funding Recipients become aware of them.

11.1 Ad hoc Report

If an Eligible Funding Recipient has spent all of their First Instalment in advance of the Annual Report period, they can submit an Ad hoc report to access a further instalment early. The submission of an Ad hoc report does not negate the requirement to submit an Annual Report.

An Ad hoc report must be in the manner and form required by the Department and contain the following information:

- the amount of grant funding spent from 1 July 2023 until the date specified in the Ad hoc Report;
- the amount of grant funding which the Eligible Funding Recipient intends to spend on Eligible Projects in an Approved Work Schedule in the three (3) months immediately following the report;
- details of progress towards completion of funded Projects; including any evidence required per the Grant Agreement; and
- council or contractor jobs supported by the grant funding.

Ad hoc Reports can be submitted to receive progress payments up to three times per financial year.

11.2 Annual Report

Eligible Funding Recipients must provide the Department with Annual Reports no later than 31 October 2024, 31 October 2025 and 31 October 2026 unless otherwise agreed by the Department.

The Annual Report will need to be in the manner and form specified by the Department.

The Annual Report will need to include the following information:

- Total amount of grant funding made available and subsequently received over the financial year;
- Total amount of grant funding spent on Eligible Projects;
- Total amount (if any) of grant money unspent and either returned or will be returned to the Department;
- a written Financial Statement by the Chief Executive Officer or equivalent officer however named. The Financial Statement must be in the form specified by the Department and include:
- the amount of Phase 4 grant payments which remained unspent from the financial year;
- the amount of Phase 4 grant payments received by the Eligible Funding Recipient in the financial year;

- the amount of grant payments available for expenditure by the Eligible Funding Recipient on Eligible Projects in an Approved Work Schedule in that year;
- the amount spent by the Eligible Funding Recipient during that year out of the grant payments available for expenditure by the Eligible Funding Recipient during that year; and
- the amount (if any) retained at the end of that year by the Eligible Funding Recipient out of grant payments available for expenditures by the Eligible Funding Recipient during that year and which remained unspent at the end of that year.

Note: The figures in the Chief Executive Officer’s financial statement should be calculated on an accrual basis.

The Department may ask Eligible Funding Recipients to make a declaration that the grant funding was spent in accordance with the Grant Agreement and to report on any underspends of the grant money.

Table 2 – Reports

Lodgment period for Reports	Actual expenditure period	Report
1–31 October 2024	1 July 2023 – 30 June 2024	Annual Report - Actual expenditure, funding received and eligible project updates from 1 July 2023 to 30 June 2024.
1–31 October 2025	1 July 2024 – 30 June 2025	Annual Report - Actual expenditure, funding received and eligible project updates from 1 July 2024 to 30 June 2025.
1–31 October 2026	1 July 2025 – 30 June 2026	Annual Report - Actual expenditure, funding received and eligible project updates from 1 July 2025 to 30 June 2026.

11.4 Audited financial statements

Eligible Funding Recipients are required to submit a report in writing and signed by an appropriate auditor providing the auditor’s opinion on the use by Eligible Funding Recipients of proper accounts and records and preparation of financial statements.

In meeting this audit requirement, the Department requires that Eligible Funding Recipients also engage the auditor to consider the appropriateness of accounts and keeping of records that relates to any Phase 4 funding received during the financial periods: Financial Year 2023-24 or Financial Year 2024-25 or Financial year 2025-26.

As part of the Annual Report process outlined in section 11.2 above, the Department requires that Eligible Funding Recipients submit a report in writing and signed by an appropriate auditor stating whether, in the auditor’s opinion:

- the Chief Executive Officer’s financial statement included with the Annual Report (refer section 11.3) is based on proper accounts and records;
- the Chief Executive Officer’s financial statement agrees with the accounts and records;
- the expenditure has been on Eligible Projects under the LRCI Program;

- the amount certified by the Chief Executive Officer in the Chief Executive Officer's financial statement as the Eligible Funding Recipient's own source expenditure is based on, and in agreement with, proper accounts and records.

11.5 Acquittal process - Final Report

The Eligible Funding Recipient can complete an Acquittal (Final) Report as soon as they have expended all funds and all projects in the work Schedule are complete. An Acquittal (Final) Report must include:

1. Total amount of grant funding made available and subsequently received over the grant period;
2. Total amount of grant funding spent on Eligible Projects;
3. Total amount (if any) of grant money unspent and either returned or will be returned to the Department:
 - a. a written Financial Statement by the Chief Executive Officer or equivalent officer however named. The Financial Statement must be in the form specified by the Department and include:
 - i. the amount of grant payments which remained unspent from the grant period;
 - ii. the amount of grant payments received by the Eligible Funding Recipient over the duration of the grant period;
 - iii. the amount of grant payments available for expenditure by the Eligible Funding Recipient on Eligible Projects in an Approved Work Schedule over the duration of the grant period;
 - iv. the amount spent by the Eligible Funding Recipient over the duration of the grant period;

Note: The figures in the Chief Executive Officer's financial statement should be calculated on an accrual basis.
4. photographs of projects completed using grant payments.
5. The submission of an Acquittal (Final) Report does not replace the requirement to submit an Annual Report. The Acquittal (Final) Report must be included as part of the related financial year Annual Report for the Phase and must be also be audited by an appropriate auditor at this time.

11.6 Reconciliation Process

If any amount of grant funding provided to the Eligible Funding Recipient is not spent on Eligible Projects on an Approved Work Schedule before 30 June 2025, the Department may require the Eligible Funding Recipient to repay that amount to the Department within four weeks of receiving such notice.

11.7 Compliance visits and Record Keeping

Eligible Funding Recipients must create and keep accurate and comprehensive records relating to grant payments received and retain those records for a minimum of five years.

Eligible Funding Recipients must, when requested to do so by the Department, provide, in the manner and form requested by the Department:

- copies of any or all of the records referred to in this subsection; and
- photographs (geo tagged if possible) of projects completed using grant payments.

The Department may visit the Eligible Funding Recipient during or at the completion of the grant program to review compliance with the Grant Agreement. Eligible Funding Recipients will be provided with reasonable notice of any compliance visit.

The Department may also inspect the records Eligible Funding Recipients are required to keep under the Grant Agreement.

11.8 Fraud

Eligible Funding Recipients must comply with fraud provisions in the Grant Agreement.

11.9 Specific legislation, policies and industry standards.

Eligible Funding Recipients must comply with all relevant laws and regulations in undertaking Eligible Projects on an Approved Work Schedule. The Eligible Funding Recipient may also be requested to demonstrate compliance with relevant legislation/policies/industry standards detailed in the Grant Agreement, including Environment and Planning Laws detailed below.

Environment and Planning laws

Projects on which grant payments are spent must adhere to Australian Government environment and heritage legislation including the *Environment Protection and Biodiversity Conservation Act 1999*. Construction cannot start unless the relevant obligations are met.

Eligible Funding Recipients must also meet other statutory requirements where relevant. These may include, but are not limited to: Native title legislation; State government legislation - for example, environment and heritage; and local government planning approvals. Approvals must be obtained prior to nominating the project.

12. How we monitor your grant activity

12.1 Keeping the Department informed

Eligible Funding Recipients must notify the Department of significant changes that are likely to affect an Eligible Project or their participation in the LRCI Program.

This includes any key changes to the Eligible Funding Recipient's organisation, particularly if it affects their ability to complete an Eligible Project, carry on their business and pay debts due.

Eligible Funding Recipients must also inform the Department of any changes to their:

- name;
- addresses;
- nominated contact details; or
- bank account details.

An Eligible Funding Recipient's bank account details for Phase 4 of the LRCI Program is the bank account the Eligible Funding Recipient currently uses for the LRCI Program.

Any changes to an Eligible Funding Recipient's name, addresses, nominated contact details and bank account details must follow the process stipulated by the Department.

If an Eligible Funding Recipient becomes aware of a breach of terms and conditions of the Grant Agreement, or they cannot meet their obligations, they must contact the Department immediately. For example, if a funded Eligible Project is at risk of not being physically completed by 30 June 2025.

Councils must also inform the Department of any changes - additions or deletions - to the relevant contacts/grant managers details that need to be informed of LRCI information. This includes, but is not limited to, changes to the authorised signatory, financial manager or program manager.

12.2 Department Contact Details

Email the mailbox at: LRCIP@infrastructure.gov.au

Mail to: Program Manager - Local Roads and Community Infrastructure Program
Road and Vehicle Safety Division
Department of Infrastructure, Transport, Regional Development and Communications
GPO Box 2154
CANBERRA ACT 2601

12.3 Evaluation

The Department will evaluate the LRCI Program to measure how well the outcomes and objectives have been achieved. Information provided by Eligible Funding Recipients, including through Work Schedules, submitted Ad hoc reports, and interviews may be used for evaluation purposes.

The Department may contact Eligible Funding Recipients up to two years after completion of projects to assist with this evaluation.

12.4 Public information conditions

Formal public statements, media releases or statements, displays, publications and advertising made by Eligible Funding Recipients must acknowledge and give appropriate recognition to the contribution of the Australian Government to that project.

If Eligible Funding Recipients propose to issue any public announcements/media release relating to an Eligible Project under Phase 4 of the LRCI Program, they must:

- Invite the relevant Australian Government representative to participate in the public information activity; and
- at least five business days prior to its proposed release, unless otherwise agreed by the Department, provide a copy of the proposed media release to the Department and obtain the Department's agreement to the media release.

12.5 Signage

Eligible Funding Recipients must erect signage in accordance with the updated signage guidelines available on the Department's website at [Resources for funding recipients | Infrastructure Investment Program](#).

12.6 Project Events

If an Eligible Funding Recipient proposes to hold a works commencement ceremony, opening ceremony, or any other event in relation to an Eligible Project they must inform the Department, the Minister for Infrastructure, Transport, Regional Development and Local Government, the Minister for Regional Development, Local Government and Territories and the relevant Australian Government representative of the proposed ceremony or event at least four weeks before the proposed ceremony or event is to be held.

The Eligible Funding Recipient should provide details of the proposed ceremony or event, including proposed invitees and order of proceedings to LRCIP@infrastructure.gov.au.

If requested by the Department or the relevant Australian Government representative, Eligible Funding Recipients must arrange a joint Australian Government/Eligible Funding Recipient works commencement ceremony, opening ceremony or any other event.

If requested by the Minister, a member of the Minister's staff or the Department, Eligible Funding Recipients must invite and, if the invitation is accepted, arrange for an Australian Government representative (nominated by the Minister or a member of the Minister's staff) to participate in any works commencement ceremony, opening ceremony or any other event proposed to be held in relation to a funded project.

13. Probity

The Australian Government will make sure that the grant opportunity process is fair; conducted according to the published Guidelines; incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct; and, is consistent with the CGRGs.

These Guidelines may be changed from time-to-time by the Department. In the event of a change to the Guidelines, the revised Guidelines will be published on GrantConnect and the Department's website.

13.1 Enquiries and feedback

For further information or clarification, the Department can be contacted at LRCIP@infrastructure.gov.au.

To provide feedback or to make a complaint; the Department can be contacted at Clientservice@infrastructure.gov.au. Complaints will be referred to the appropriate manager.

Alternatively, complaints can be directed to:

Assistant Secretary - Targeted Infrastructure Programs Branch
GPO Box 2013
CANBERRA ACT 2601

If persons do not agree with the way the Department has handled your complaint, you may complain to the [Commonwealth Ombudsman](#). The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Department.

The Commonwealth Ombudsman can be contacted on:

- Phone (toll free): 1300 362 072
- Email: ombudsman@ombudsman.gov.au
- Website: www.ombudsman.gov.au

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program.

Eligible Funding Recipients must disclose if any of their personnel:

- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict them/the Eligible Funding Recipient from carrying out the proposed activities and/or implementing the Work Schedule fairly and independently; or
- has a relationship with, or interest in, an organisation from which may be awarded work in relation to an Eligible Project or is otherwise be involved on the implementation of the Work Schedule.

An Eligible Funding Recipient must include the following information in the Work Schedule:

- any details of any real, apparent, or potential conflicts of interests that may arise in relation to the Eligible Projects or the program;
- details of how they propose to manage these or any other conflicts of interest that may arise; or
- that to the best of their knowledge there are no conflicts of interest.

If an Eligible Funding Recipient later identifies an actual, apparent, or perceived conflict of interest, they must inform the Department in writing immediately.

13.3 How we manage conflicts of interest

Conflicts of interest for Australian Government staff will be handled as set out in the [Australian Public Service Code of Conduct \(Section 13 \(7\)\)](#) of the [Public Service Act 1999](#). Australian Government officials including decision makers, must also declare any conflicts of interest.

Conflict of interest requirements form part of the Grant Agreement. Breach of conflict of interest requirements may result in termination of the Grant Agreement.

13.4 Privacy

The Department treats personal information according to the [Privacy Act 1988](#) and the [Australian Privacy Principles](#). This includes advising:

- what personal information is collected;
- why personal information is collected; and
- who personal information is given to.

Personal information can only be disclosed to someone for the primary purpose for which it was collected, unless an exemption applies.

The Australian Government may also use and disclose information about Eligible Funding Recipients under this grant opportunity in any other Australian Government business or

function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

The Department may share information it is provided with other Australian Government entities for purposes including government administration, research or service delivery, according to Australian laws.

Eligible Funding Recipients must declare their ability to comply with the *Privacy Act 1988* and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that Eligible Funding Recipients engage to assist with the activity, in respect of personal information collected, used, stored, or disclosed in connection with the activity. Accordingly, Eligible Funding Recipients must not do anything, which if done by the Department would breach an Australian Privacy Principle as defined in the Act.

13.5 Confidential Information

Other than information available in the public domain, Eligible Funding Recipients agree not to disclose to any person, other than to the Department, any confidential information unless in accordance with these Guidelines or the Grant Agreement.

The obligation will not be breached where required by law, Parliament, or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

The Department may at any time, require Eligible Funding Recipients to arrange for their employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form the Department considers acceptable.

The Department will keep any information in connection with the grant agreement confidential to the extent that it meets all the three conditions below:

- information is clearly identified as confidential and it has been explained why it should be treated as confidential;
- the information is commercially sensitive; and
- revealing the information would cause unreasonable harm to the Eligible Funding Recipient or someone else.

The Department will not be in breach of any confidentiality agreement if the information is disclosed to:

- the Minister and other Australian Government employees and contractors to help the Department manage the program effectively;
- employees and contractors of the Department so it can research, assess, monitor and analyse our programs and activities;
- employees and contractors of other Australian Government agencies for any purposes, including government administration, research or service delivery;
- other Australian Government, State, Territory or local government agencies in program reports and consultations;
- the Auditor-General, Ombudsman or Privacy Commissioner;
- the responsible Minister or Parliamentary Secretary; and
- a House or a Committee of the Australian Parliament.

The grant agreement may also include any specific requirements about special categories of information collected, created or held under the grant agreement.

13.6 Freedom of information

All documents in the possession of the Australian Government, including those about this grant opportunity, are subject to the [Freedom of Information Act 1982](#) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.

Freedom of Information Coordinator
Department of Infrastructure, Transport, Regional Development and Communications
GPO Box 2154
CANBERRA ACT 2601
Tel: (02) 6274 7111 Fax: (02) 6275 1347 email: foi@infrastructure.gov.au

14. Consultation

These Guidelines have been influenced by engagement with local councils, feedback provided, and administrative improvements identified during Phase 1, Phase 2 and Phase 3.

15. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the Public Governance, Performance and Accountability Act 2013 (PGPA Act)
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes
appropriate auditor	has the meaning provided in <i>the National Land Transport Act 2014</i> Section 4 - Definitions
commencement date	the expected start date for the grant activity
completion date	the expected end date for the grant activity
Commonwealth Grants Rules and Guidelines (CGRGs)	<p>establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration.</p> <p>Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.</p>
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant.
Eligible Funding Recipient	the organisation that is eligible to receive funding under the LRCI Program
Eligible Project	A project that meets the Eligible Project Requirements contained in section 5 of these Guidelines
Eligible Project Requirements	The Eligible Project Requirements are the requirements contained in section 5 of these Guidelines
grant	<p>for the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth:</p> <ul style="list-style-type: none"> under which relevant money² or other Consolidated Revenue Fund (CRF) money³ is to be paid to a grantee other than the Commonwealth; and which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives

Grant agreement (Agreement)	sets out the relationship between the parties, and specifies the details of the grant. The Grant Agreement includes: <ul style="list-style-type: none"> - the letter of offer - the nominal funding allocation amount - all grant terms and conditions; and - the grant opportunity guidelines
GrantConnect	is the Australian Government’s whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs
Capital Expenditure	the money an Eligible Funding Recipient spends on purchasing and maintaining fixed assets, i.e. infrastructure, roads etc
Maintaining Overall Capital Expenditure	maintaining your overall capital spending amount, funded by your own revenue, at or above current levels, on roads and community infrastructure.
Personal information	has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is: <ul style="list-style-type: none"> • Information or an opinion about an identified individual, or an individual who is reasonably identifiable; • whether the information or opinion is true or not; and • whether the information or opinion is recorded in a material form or not
Program delegate (Delegate)	the official of the Department to whom authority has been delegated to enter into, vary or administer an arrangement or a grant of financial assistance under the LRCI Program.
Approved Work Schedule	the list of Eligible Projects approved by the Program Delegate that the Eligible Funding Recipient can use grant money to pay for.
Work Schedule	a list of projects that an Eligible Funding Recipient proposes to be funded under the LRCI Program

• Relevant money is defined in the PGPA Act. See section 8, Dictionary.

• Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

LRCI Phase 4 – Proposed Projects for consideration

Part A – Roads and/or Community Infrastructure (\$596,106)

Select proposed projects from Part A and Part B (or add another project not listed) up to the value of \$596,106.

Note: The intersection King and Maitland Streets has 2 projects suggested. Only one of these can be selected.

No.	Project	Description	Funding	Renewal or Capital	Councillor Comments
1.	Uralla - Construction of concrete footpath along Park street from Queen Street to the Uralla Central School pedestrian Crossing.	Connect the existing concrete footpath at the intersection of Park Street and Queen Street to the existing pedestrian crossing at the School entrance. Length 225m.	\$70,000	Capital New	Not Supported as preference for PAMP projects.
2.	Bundarra - Construction of concrete footpath along Thunderbolts Way from Dawkins Street to Burnett Street.	Construct concrete footpath Length 250m.	\$60,000	Capital New	Not Supported.
3.	Bundarra - sealed footpath Burnett to the Sport and Recreation Club.	Construct 850m of bitumen seal footpath to Sports Club	\$68,850	Capital New	Not Supported.
4.	Bundarra – Replacement and installation of compliant pram ramps.	Replace and install 10 new compliant pram ramps, also cuts in medians for pedestrian, and mobility scooter access.	\$30,106	Capital Renewal/ New	Supported.
5.	Bundarra – Replacement of path from Bowlines Street to Court Street.	Replace bitumen footpath with a concrete footpath. Funded by NSW Local Government Recovery Grant.	\$61,000	Capital Renewal	Supported. However, already funded.

No.	Project	Description	Funding	Renewal or Capital	Councillor Comments
6.	Concrete footpath from Plane Ave to Sporting complex, Uralla.	GFR 1127 Uralla shared cycle path successful application: Get NSW Active FY 23/24 \$77,400 and NSW Local Government Recovery Grant \$29,000.	\$106,400	Capital New	Supported. However, already funded.
7	Park Street from Bridge Street to Maitland Street.	Construct concrete footpath Length 210m.	\$75,000	Capital New	Supports the PAMP 2020.
8	John Street from Bridge Street to Maitland Street.	Construct concrete footpath Length 210m.	\$75,000	Capital New	Supports the PAMP 2020.
9a	King and Maitland Street Intersection improvements.	Blisters and medians to reinforce give way signage on King Street. Resurfacing with asphalt and line marking. Safety improvement.	\$130,000	Capital Renewal/ New	Not Supported.
OR					
9b	King and Maitland Street Intersection improvements.	Roundabout. Slows traffic in both King Street and Maitland Street (includes renewal of King street to overpass). Safety improvement.	\$390,000	Capital New	Supported.
10	Kingstown – Construction of footpath from the public School to the general store.	Construct concrete footpath Length 120m.	\$45,000	Capital New	Councilor Suggestion

Officers Recommend:

that the following projects be submitted for funding for the full amount of \$596,106

- 4. Bundarra – Replacement and installation of compliant pram ramps \$30,106
- 7. Park Street from Bridge Street to Maitland Street \$75,000
- 8. John Street from Bridge Street to Maitland Street \$75,000
- 9b. King and Maitland Street Roundabout \$390,000
- 10. Kingstown – Construction of footpath from the Public School to the General Store (Stage 1 \$26,000)

Part B – Roads Only (\$343,847)

Select one from Part B (or add another project not listed) up to the value of \$343,847



Intersection Pinegrove and Dumaresq Roads with Bundarra Road (Barbados Corner)	Realign Pinegrove and Dumaresq Road to create a staggered intersection. Safety improvement	\$343,847	Capital Renewal with some upgrade components	Not Supported by Councilors
OR				
Rocky River Road	Rehabilitate Rocky River Road from Thunderbolts Way to Goodes Road, 0.6km and rehabilitate 0.4km from Kliendienst Road to the New England Highway. Transport AMP (brought forward in program)	\$343,847	Capital Renewal	Supported
OR				
Williams Road	Upgrade Williams Road from Thunderbolts Way 1km towards Goodes Road. Identified in Transport AMP (2022)	\$343,847	Capital Upgrade – removes some unsealed road but adds to the sealed road network	Supported but not to be sealed
OR				
Terrible Vale Crossing	Upgrade to reduce flooding duration	\$343,847	Capital Upgrade	Suggested by Councilors. Note, may require more investigation to understand options and costs.

Officers Recommend:

that Rocky River Road be submitted for funding for the full amount of \$343,847

14.5 Draft Renewable Energy Community Benefit Policy

Department:	Infrastructure & Development
Prepared By:	Acting Director Infrastructure & Development
Authorised By:	Interim General Manager
Reference:	UINT/23/13323

Attachments:	1. Draft Renewable Energy Community Benefit Policy ↓ 
	2. Statement of Expectations from New England Renewable Energy Zone Councils ↓ 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	3. We are good custodians of our environment
Strategy:	3.1. To preserve, protect and renew our beautiful natural environment
	3.2. Maintain a healthy balance between development and the environment

SUMMARY

The purpose of this report is for Council to endorse the Draft Renewable Energy Community Benefit Policy for public exhibition. A further report will be presented to Council for consideration of submissions received and for adoption of the Draft Renewable Energy Community Benefit Policy (The Draft Policy).

Council has developed a Statement of Expectations with other New England Renewable Energy Zone Councils for the NSW State government regarding community benefits and development conditions for renewable energy development. (see Attachment 2). The Draft Renewable Energy Community Benefit Policy will facilitate the implementation of this Statement of Expectations.

RECOMMENDATION**That Council**

- i. Endorses the Draft Renewable Energy Community Benefit Policy for public exhibition for a period of not less than 28 days; and**
- ii. Receives a further report once the submission period closes to consider any submissions received.**

REPORT

Council staff continue to make submissions on State Significant Development Applications lodged with the NSW Government for renewable energy developments, including requests to negotiate community benefits via planning agreements with proponents.

With the benefit of the past few years of experience dealing with NSW Government planning policy, EnergyCo and developers, it is considered the appropriate time for Council to adopt a policy position in relation to negotiating benefit sharing arrangements with developers.

The draft policy is proposed to apply to state significant and regionally significant renewable energy projects.

The objectives of the Draft Framework are to promote benefit sharing strategies associated with the development of renewable energy projects in the Uralla Shire Council Local Government Area that:

- secure off-site benefits for the community so that renewable energy development delivers a net community benefit;
- ensure that the wider community share in the benefits resulting from renewable energy development in the LGA; and
- ensure that the costs and benefits of renewable energy development will be equitably distributed within the community and inter-generationally.

The Draft Policy outlines a clear position from Council that the minimum community benefit threshold is 1.5% of the capital investment value of the development. Projects that do not deliver community benefits at or above this threshold are likely to be considered not in the public interest and by extension Council could object to these developments on public interest grounds.

The Draft Policy provides flexibility in terms of the public purpose for which community benefit funds will be applied given that Council will be negotiating on a project by project basis over the coming decade. The Draft Policy also provides for some general governance terms and foreshadows that Council will seek to ensure that the benefits of renewable energy projects do not accrue only to a particular section of the community or only for this generation at the exclusion of future generations.

The Draft Policy will work in parallel with site specific infrastructure upgrades to roads or other infrastructure necessary for a development to proceed. These types of infrastructure requirements are predominantly addressed through specific conditions of consent.

The Draft Policy will not prevent a renewable energy developer/provider from continuing to separately establish goodwill community grant programs outside the planning system.

CONCLUSION

This report recommends that Council endorse the Draft Renewable Energy Community Benefit Policy for public exhibition. A further report will be presented to Council for consideration of submissions received and for adoption of the Draft Framework.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Leverage our status as a Renewable Energy Zone to attract new engine room industries and negotiate community benefit sharing arrangements that deliver a long-term dividend for the community and the region.

The Draft Policy will be placed on public exhibition for no less than 28 days with information distributed through USC Facebook, Wordsworth and the USC website.

Individual planning agreements and explanatory notes will continue to be publicly notified in accordance with the Act.

Policy and Regulation

If adopted, the Draft Policy will provide Council with a basis for negotiating and managing community benefit funds associated with renewable energy projects.

Financial/Long Term Financial Plan

Budget Area: Planning and Development

Funding source: Nil

Budget reference: Nil

Asset Management/Asset Management Strategy

Nil

Workforce/Workforce Management Strategy

Nil

Legal and Risk Management

The absence of an adopted policy position for community benefit sharing arrangements may reduce Councils ability to negotiate community benefit arrangements.

The Draft Policy also provides clear guidance for the community and developer around how community benefit arrangements will be negotiated and managed.

Performance Measures

Nil

Project Management

Executive Director Infrastructure & Development



Policy:

**Renewable Energy
Community Benefit**

2023

UINT/23/11320

INFORMATION ABOUT THIS DOCUMENT

Date Adopted by Council		Resolution No.	
Document Owner	<i>Executive Director Infrastructure & Development</i>		
Document Development Officer			
Review Timeframe	<i>All policies are to be reviewed within a 4 year period, insert her the number of years (not greater than 4 years) for the review timeframe of this document</i>		
Last Review Date:	19 September 2023	Next Scheduled Review Date	On adoption by Council October 2023 meeting

Document History

Doc No.	Date Amended	Details/Comments eg Resolution No.
UINT/23/13320	19 September	Creation of Draft Policy

Further Document Information and Relationships

List here the related strategies, procedures, references, policy or other documents that have a bearing on this Policy and that may be useful reference material for users of this Policy.

Related Legislation*	Environmental Planning and Assessment Act 1979 (EP&A Act) Environmental Planning and Assessment Regulation 2021 (EP&A Regulation)
Related Policies	
Related Procedures/ Protocols, Statements, documents	

Note: Any reference to Legislation will be updated in the Policy as required. See website <http://www.legislation.nsw.gov.au/> for current Acts, Regulations and Environmental Planning Instruments.



Policy: Renewable Energy Community Benefit 2023

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DRAFT

**Policy: Renewable Energy Community Benefit 2023****1. PLANNING AGREEMENTS**

Uralla Shire Council will use the planning agreement provisions of the EP&A Act to deliver the objectives of the Policy.

A planning agreement is a voluntary agreement between Council and a developer, who has made the development application, under which the developer is required to dedicate land free of cost; pay a monetary contribution; provide any other material benefit to be used or applied towards a public purpose.

2. LEGISLATIVE CONTEXT

Section 1.3 of the *Environmental Planning and Assessment Act 1979 (EP&A Act)* provides the legislative basis for the Policy.

Subdivision 2 of the EP&A Act provides the legislative basis for planning agreements.

3. OBJECTIVES

The Renewable Energy Community Benefit Policy (Policy) will support the promotion of benefit sharing strategies associated with the development of state significant and regionally significant renewable energy projects in the Uralla Shire Council Local Government Area (LGA) that:

- Secure off-site benefits for the community so that renewable energy development delivers a net community benefit;
- Ensure that the wider community share in the benefits resulting from renewable energy development in the local government area;
- Ensure that the costs and benefits of renewable energy development will be equitably distributed within the community and inter-generationally.

4. COMMUNITY BENEFIT

Community benefit excludes that which is required to mitigate adverse impacts of development including (but not limited to) host and adjoining landowner payments required to obtain consent or prescribed by legislation.

The financial value of community benefit will vary from project to project, however, the minimum community benefit threshold for Uralla Shire Council is 1.5% of capital investment value of the development. Projects that do not deliver community benefits above this threshold are likely to be considered not in the public interest.

State here other Policy related material – if required. Otherwise delete this section. Use the Sub Heading prompts below to organise the information into relevant elements, otherwise delete.

5. PUBLIC PURPOSE

The public purpose that funds will be applied to include works to embellish public spaces, the provision of spaces for public recreation and community facilities, the provision of affordable housing and works to rehabilitate or conserve biodiversity values, or some other public purpose if the Council



Policy: Renewable Energy Community Benefit 2023

reasonably considers that the public interest would be better served by applying the funds towards that other purpose.

6. GOVERNANCE AND INTER-GENERATIONAL EQUITY

Council will ensure a governance structure that as far as possible reflects the needs and concerns of the immediate communities of impact and the broader local government area to assist with determining the public purpose for funds.

Councils will manage funds to ensure that they benefit future generations as well as the present generation.

DRAFT



Statement of expectations from New England Renewable Energy Zone Councils

Background

The New England Renewable Energy Zone ('NE REZ') will be 8GW in size which is approximately the equivalent of 57.44 mt CO2 offset. To put that into perspective, Australia's current CO2 emissions are approximately 528.78 mt CO2 (2020). The NE REZ will offset almost 11% of Australia's current CO2 emissions. This is the equivalent of planting around 500,000,000 trees or removing 12.5m cars from our roads.

The contribution that the region is making to Australia's reduction in carbon is nationally significant. The establishment of the NE REZ is burdening our Councils with significant financial and social costs with little tangible benefit to our regions.

Proposal

To offset the financial and social burden associated with the NE REZ projects and gain the support of the NE REZ Councils, the NE REZ Councils require the State Government to mandate the following (as conditions precedent or subsequent) to the initial conditional approval and the final approval of any energy project:

Essential

1. **Community Contribution Fee** – Developers of energy projects to provide a community benefit contribution to a common fund established and solely managed by the individual Councils. This community benefit contribution would be in the region of 1.5% of build cost of the project (as detailed in the Capital Investment Value Report) or circ. \$800 per MW (AC) per year over the life of the project.
2. **Decommissioning Bond** – Prior to the commencement of any works, a bond for decommissioning is to be provided to the relevant department of the NSW Government to be held on trust for the relevant NE Council. Where a threshold balance sheet or other financial due diligence has been met, this bond could be 'tail-ended' so that it becomes payable over the last five years of the life of a project. The bond will not be discharged without consultation with the relevant Council.
3. **Local Engagement** - Developers of energy projects are to demonstrate authentic community engagement that seeks to actively involve community members in the design and decision-making process of new developments. This includes liaising with Council as to appropriate sites. (Certification by the local council that this requirement has been met, is to accompany any project application).



Desirable

4. **PPA** – Developers of energy projects are open to entering into a Power Purchase Agreement with Council and Council aligned businesses. This requirement is met if the Developer does not reject a Council PPA proposal, or a revised PPA proposal, where the Developer can demonstrate that the proposal would commercially compromise the project.

5. **Carbon offset purchase from local market** - 75% of the carbon offsets required for the individual project in the NE REZ are to be sourced from the local government area (LGA) in which the project is being developed. Where the supply in that LGA is exhausted, then the supply can come from another LGA in the NE REZ Council area. Where that supply is demonstrably exhausted, the developer will be exempted from this requirement to the extent of the lack of supply. (Certification by the local council, and or the NE REZ Councils as relevant that this requirement has been met, is to accompany any project application).

6. **Telecommunications infrastructure** – be constructed as part of a project and with access provided to an appropriate telecommunications company.

Sam Coupland
Mayor
Armidale
Regional Council

Rob Banham
Mayor
Glen Innes Severn
Council

Paul Harmon
Mayor
Inverell Shire
Council



Robert Bell
Mayor
Uralla Shire
Council

Eric Noakes
Mayor
Walcha Council

14.6 Project Updates - Public Spaces Legacy Program

Department: Infrastructure & Development
Prepared By: Manager Projects
Authorised By: Acting Director Infrastructure & Development

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

-
1. The Glen Car Park Reduced Scope   **Attachments:**
- Goal:**
1. We have an accessible inclusive and sustainable community
 2. We drive the economy to support prosperity
- Strategy:**
- 1.2. A safe, active and healthy shire
 - 1.3. A diverse and creative culture that celebrates our history
 - 2.3. Communities that are well serviced with essential infrastructure
-

SUMMARY

The purpose of this report is to provide Council with the current status and outlook for the three (3) Public Spaces Legacy Program (PSLP) grant funded projects being undertaken by Council; namely:

- The Rotary Park Upgrade;
- The Glen Upgrade (including Constellations of the South); and
- The Pioneer Park Upgrade.

RECOMMENDATION

That Council notes the update and status reports for the Rotary Park Project; the Pioneer Park Project; and the Glen Project.

REPORT**Project updates**

PSLP Project 1 - Rotary Park Upgrade – The Rotary Park Upgrade Project has reached Practical Completion and is now open to the public.

The issue of the upkeep of the fruit trees lies solely with Council. This will require a yearly prune and removal of rotten fruit, with consultation between the Manager Waste and Environment, Manager Civil Infrastructure and the Overseer. The cost and time needs to be factored into future park maintenance budgets.

Options to increase the user friendliness of Rotary Park for caravans will be presented to the Local Traffic Committee through the Executive Manager Civil Infrastructure.

PSLP Project 2 - Pioneer Park Upgrade – The Project construction commenced on Wednesday 23 August, with demolition and preliminary earthworks being completed on Wednesday 30 August 2023. Delays with a substandard initial surveillance file saw foundation earthworks completed Monday 11 September with foundations set to be poured from Thursday 14 September 2023.

Draft artworks from Uralla Central, St Joseph's, Bundarra and Rocky River schools have been received. Kingstown are still working on submissions and Kentucky unfortunately were unable to participate.

Test etching and sandblasting artwork to both wet and dry concrete was performed on Wednesday 6th September with positive results. The Manager Projects (MP) has done further concrete pump pricing and will

meet with the contractor and artists to discuss a suitable process to have the bulk of the artwork stamped and etched, as per the sample in the 8 September Bulletin.

Draft artworks received are currently being scrutinised for use by the artists.

PSLP Project 3 - The Glen Upgrade (including The Constellations of the South) – The Glen Project retains its Date for Practical Completion under the funding deed of 29 September 2023 pending a decision on the 29 December extension request (refer to Funding and Reporting section below). More than 50% of the project is due for completion prior to 29 September.

Infrastructure - Preparation for asphaltting the new car park (see attachment 1) has been completed internally, with asphaltting by a contractor scheduled for 4 October 2023. As per the attached sketch, final parking bays are subject to change, and spacing between a couple of select granite rocks allows for access through a locked chain when necessary. This reduced scope car park has guaranteed Council can complete all the activities listed and satisfy the Funding Body requirements. It also allows for any future increase in size as per the original plans.

Two culvert crossings and a pathway joining Rotary Park have been scoped and works will be completed internally prior to 29 September. The length and scope of any additional pathway per original design will be the last thing determined per budget.

Part of the MP due diligence has revealed a wheelchair accessible BBQ and park furniture was already purchased for the Glen Project. A wheel chair accessible table and chairs has been erected on the fresh concrete pad next to the information shelter, the BBQ is set to be installed this week and two single bench chairs (purchased for the extensive original scope pathways), are yet to be positioned.

Constellations of the South – This component involves the delivery of eight (8) Artwork sculptures. Artwork One, the 'Spire' is in its final stages of construction. Foundation works were completed on Wednesday 6 September.

The remaining seven (7) artworks were determined per resolution and contracts have been executed. Fabrication has commenced.

Positioning of the last obelisk and footings for the Stargazer sculpture were also completed on 6 September.

Funding and reporting

Manager Projects (MP) – Council officers are continuing to work with the Department of Planning and Environment (DPE) to ensure the requirements of the funding agreement are met.

The MP, through a due diligence review, identified that a realistic practical completion of both Pioneer Park and The Glen Precinct Projects cannot be achieved by 29 September 2023. Consideration of all factors by the MP, A/EDID and contractor has led to an extension of time request being lodged with the funding body on Thursday 31 August. This extension included evidence of Council's commitment to completing the Projects, a factor missing from all previous interaction and reports with the funding body. Correspondence had not yet been received on this latest request at the time of finalising this report, 13 September 2023.

Councillors should note, the following detail is current as at 13 September 2023.

CONCLUSION

The PSLP Projects are either complete (Rotary Park) or proceeding (The Glen and Pioneer Park) within a tight timeframe. The target completion dates for The Glen and Pioneer Park elements remain as 29 September 2023. The PSLP expenditures for each project remain healthy and within the budgetary limits with reasonable contingency allocations still in place.

Significant physical advances have been made for both remaining project sites.

This report recommends that Council note the current status of the PSLP Projects.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Significant community and key stakeholder consultation has been undertaken to this point and it is the project delivery team's intention to maintain a high level of communication with all parties into the future.

Policy and Regulation

Uralla Shire Council Procurement Policy, NSW Local Government Act and Regulations.

Financial/Long Term Financial Plan

All three projects are being undertaken via capital funding from the NSW Government, therefore the draw on Council's capital resources is negligible. However, all three assets will have new and higher 'replacement costs' following their enhancements. That will result in higher than previous annual depreciation figures in Council's Annual Financial Statements. There may be some additional increases to Council's annual operating and maintenance budgets.

Asset Management/Asset Management Strategy

The renewal and refurbishment work undertaken on each of the three project sites will effectively establish three new and upgraded (more high value) assets, each with a new lifespan. Once completed, the finished assets will be accounted for, at their new higher replacement costs, on Council's Asset Register and the resultant future operating and maintenance costs defined in Council's Buildings Asset Management Plan.

Workforce/Workforce Management Strategy

To achieve deliverables expected under the funding deeds, some elements of works at the Glen have been undertaken internally by Civil Infrastructure staff, having no bearing on usual maintenance works.

Legal and Risk Management

All current work on the projects is in accordance with Council resolutions. Project budgets are being closely managed.

Performance Measures

Council is currently compliant with the performance measures issued with the Funding Deed from the Grant Partner.

Project Management

The Projects are being effectively delivered via contracted resources, with some input from the Civil Infrastructure workforce, under Council supplied project management, costed through the funding.



Client
Uralla Shire Council

Project Name
Uralla Parks

Key Plan

Item No.	Description
1	Detail for garden
2	Final Plan

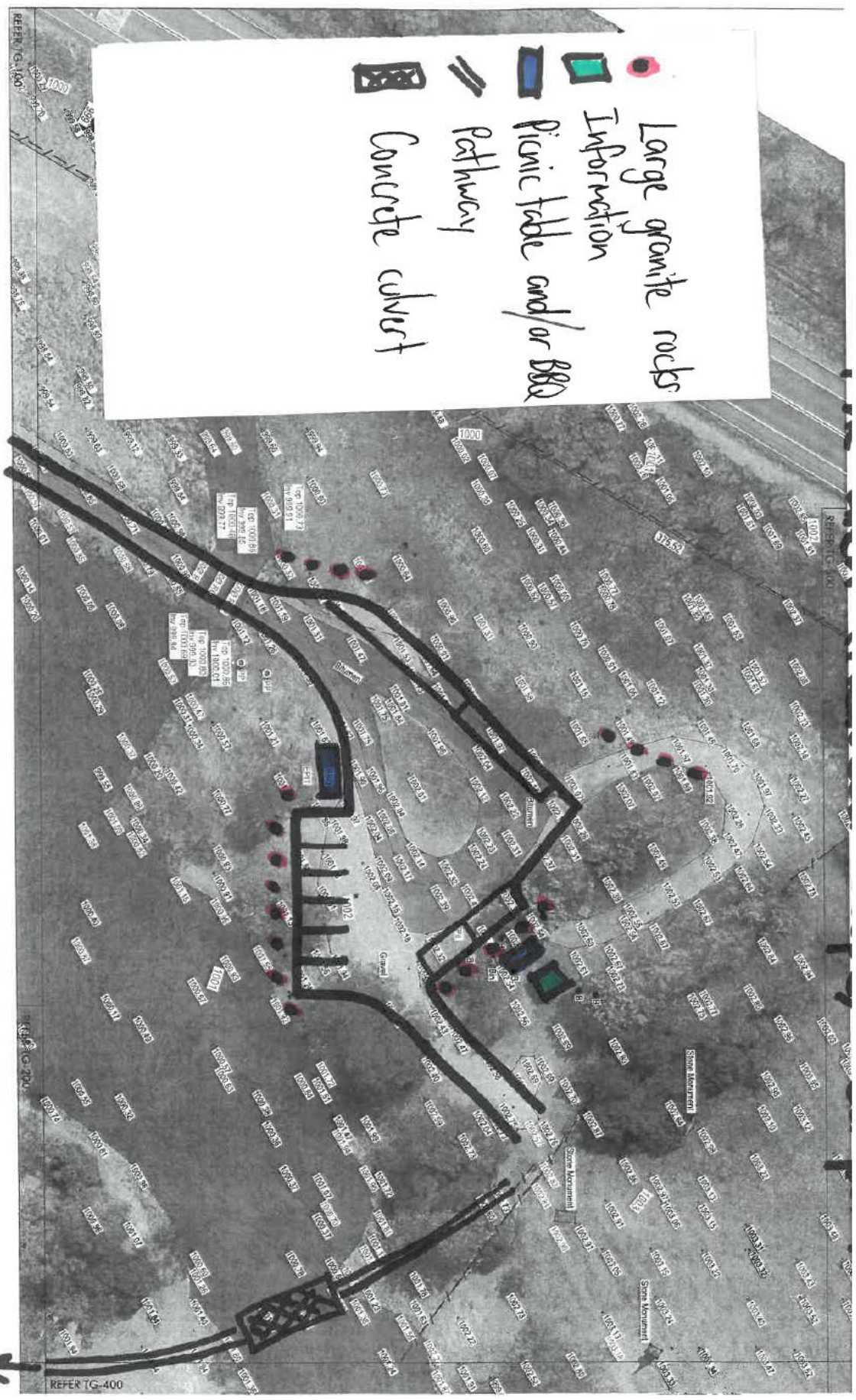
By/Checked

Date

North

From Tender Documentation
Sheet No.
TG-300

Existing Site
Rotary



14.7 Investments at 31 August 2023

Department:	Corporate & Community
Prepared By:	Senior Finance Officer
Authorised By:	Interim General Manager

SUMMARY

Attached is a summary of bank accounts, term deposits, cash management account and investments in structured credit instruments. The investments have been made in accordance with the Act, the Regulation 2021 and Council's Investment Policy 2019.

The majority of Council's cash is externally restricted and not available for day to day operational expenditure. Finalisation and confirmation of unrestricted cash as at 30 June 2023 is still pending and subject to finalisation of audit. As a result, the unrestricted cash balance will not be reported in the investment report until the financial statements have been fully audited.

RECOMMENDATION

That Council notes the cash position as at 31 August 2023 consisting of cash and overnight funds of \$3,706,460 and term deposits of \$20,768,862 totalling \$24,475,322 of readily convertible funds, including restricted funds.

REPORT

Current term deposits of \$20,768,862 spread over the next twelve months will receive a range of interest from 4.10% to 5.52% with an average rate of 4.80%. Council's General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as at 31 August 2023.

Key Issues

The current official cash rate as determined by the Reserve Bank of Australia (RBA) is 4.10% as at the date of this report. The timing of potential interest rate increases will be guided by the incoming data and the Board's assessment of the outlook for inflation and the labour market. The change in interest rates has resulted in higher investment returns both now and over the coming year.

Restricted and Unrestricted Cash, Cash Equivalents and Investments

Of the amount of cash disclosed in this report, not all of the cash is available for unrestricted use by Council. The majority of the cash has been set aside to meet external restrictions, being those funds that have been provided for specific purposes such as developer contributions, government grants, loans, water supplies, sewer services and Aged Care Bonds. Additionally, a portion of the cash has been set aside to cover future commitments that Council has made relating to asset renewals, remediation works or leave provisions. As per Department of Health's prudential guidelines, the council is advised to disclose the amount of McMaugh Garden's bond liability in the investment report. The McMaugh Garden's bond liability status as at 31 August 2023 is follows:

Opening Balance	Bond Addition	Bond Release	Closing Balance
\$ 2,720,000.00	\$ 2,260,000.00	\$ 1,655,000.00	\$ 3,325,000.00

CONCLUSION

In accordance with Regulation 212 of the Local Government (General) Regulation 2021, the above report is prepared about monies not currently required for use by Council and invested in forms of investment approved by Order of the Minister.

Uralla Shire Council				
Investments at 31 August, 2023				
Cash at Bank – Operating Accounts:				
Institution	Account	Bank Statement		
National Australia Bank	Main Account	\$908,848		
National Australia Bank	Trust Account	\$31,296		
Regional Australia Bank	USC	\$26,565		
Total		\$966,709		
Business Investment (Cash Management) Account				
Institution	Interest rate	Balance		
Professional Funds	0.15% above RBA cash rate	\$2,739,751		
Total		\$3,706,460		
Term Deposits:				
Institution	Term	Interest rate	Maturity	Balance
Westpac Banking Corporation	12 months	4.76%	16/05/2024	1,000,000
National Australia Bank	12 months	4.90%	22/05/2024	1,000,000
Bank of Queensland	11 months	4.95%	1/05/2024	500,000
Suncorp	8 months	5.18%	8/02/2024	514,522
Suncorp	6 months	5.40%	15/12/2023	1,000,000
Commonwealth Bank	9 months	5.52%	18/03/2024	1,000,000
National Australia Bank	12 months	5.40%	16/07/2024	500,000
Suncorp	12 months	5.40%	24/07/2024	500,000
National Australia Bank	9 months	5.40%	22/04/2024	304,340
Suncorp	12 months	5.21%	20/08/2024	1,000,000
Westpac Banking Corporation	12 months	5.12%	29/08/2024	800,000
Commonwealth Bank	12 months	4.10%	7/09/2023	1,000,000
National Australia Bank	8 months	4.40%	29/09/2023	500,000
Suncorp	6 months	4.48%	3/10/2023	700,000
National Australia Bank	8 months	4.69%	11/10/2023	800,000
Bank of Queensland	7 months	4.60%	30/10/2023	700,000
National Australia Bank	8 months	4.65%	8/11/2023	700,000
Westpac Banking Corporation	11 months	4.26%	14/11/2023	1,500,000
Commonwealth Bank	12 months	4.47%	14/12/2023	500,000
Bank of Queensland	12 Months	4.45%	19/12/2023	800,000
Commonwealth Bank	12 months	4.78%	29/12/2023	1,350,000
National Australia Bank	10 months	4.53%	25/01/2024	600,000
National Australia Bank	11 months	4.50%	12/02/2024	1,000,000
Suncorp	10 months	4.48%	21/02/2024	500,000
National Australia Bank	11 months	4.55%	7/03/2024	500,000
Suncorp	12 months	4.56%	28/03/2024	1,000,000
Bank of Queensland	12 months	4.75%	17/04/2024	500,000
Total				20,768,862

14.8 Loans as at 31 August 2023

Department: Corporate & Community

Prepared By: Senior Finance Officer

Authorised By: Manager Finance & IT

SUMMARY

The purpose of this report is to provide Council with a reconciliation of borrowings as at the end of the reporting month.

RECOMMENDATION

That Council notes the loan position as at 31 August 2023 totalling \$1,459,522.

REPORT

This report is provided to inform Council of the reconciliation of borrowings on a monthly basis.

Uralla Shire Council Loans at 31 August, 2023

Uralla Shire Council		
Loans at 31 August, 2023		
Loans:		
Loan no.	Purpose	Balance
165	MGH Property	\$23,760
176	Library Extensions	\$10,325
177	Grace Munro Centre	\$8,302
187	Undergrounding Power and Main Street Upgrade	\$49,331
188	Paving and Power Undergrounding	\$14,828
189	Bridge Construction	\$143,966
190	Bridge construction & industrial land development	\$1,209,010
Total		\$1,459,522

CONCLUSION

I, Mustaq Ahammed, Manager Finance & IT hereby certify that the above borrowings have been made in accordance with the requirements of the *Local Government Act 1993 (the Act) (Chapter 15, Part 12 – sections 621 to 624) and the Local Government (General) Regulation 2021 (the Regulation) (Section 230)*.

14.9 Monthly Finance Report for August 2023

Department: Corporate & Community
Prepared By: Manager Finance & IT
Authorised By: Interim Executive Director Corporate & Community
Reference: UINT/23/13019

Attachments: 1. Monthly Financial Statements for August 2023 [↓](#) 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4. We are an independent shire and well-governed community
Strategy: 4.1. Informed and collaborative leadership in our community
4.2. A strategic, accountable and representative Council

SUMMARY

The purpose of this report is to outline the activities and changes in the month of August 2023.

RECOMMENDATION

That Council receives the attached Monthly Finance Report for August 2023.

REPORT

This report provides the Income Statement and CAPEX Summary for the month ending 31 August 2023, for the information of Councillors, including a breakdown by Fund.

URALLA SHIRE COUNCIL
INCOME STATEMENT & CAPEX SUMMARY
Financial Statements for the month ending August 2023

	Amt in '000	
	Actuals to	Budget for
	August	the Year
Income from continuing operations		
Rates and annual charges	7,919	7,946
User charges and fees	383	6,081
Other revenues	41	781
Grants and contributions provided for operating purposes	940	9,263
Interest and investment income	184	744
Total income from operational activities	9,466	24,815
Expenses from continuing operations		
Employee benefits and on-costs	2,118	11,938
Materials and services	1,040	6,903
Borrowing costs	10	45
Councillor and Mayoral fees and associated expenses	22	150
Audit fees*	-42	143
Other expenses	107	596
Net loss/(gain) from the disposal of assets	0	0
Total expenses from continuing operations	3,257	19,775
Operating result prior to consideration of capital grants and depreciation	6,209	5,041
Less: Depreciation, amortisation and impairment**	0	6,367
Operating result after depreciation	6,209	-1,327
Add: Grants and contributions provided for capital purposes	0	5,753
Overall result with capital grants	6,209	4,426
Capital Expenditures	Actuals to	Budget for
	August	the Year
Employee benefits and on-costs	178	1,781
Materials and services	735	8,412
Total Capex	913	10,193

* Actual audit fees reported a negative value due to the reversal of the accruals for the financial year 2022/23. This negative balance will be nullified upon the actual payment of audit fees upon completion of audit for 2023-24 financial year.

**Depreciation charge for 2023/24 has not been started yet, will be charged upon finalization of the audit for the financial year 2022/23.

URALLA SHIRE COUNCIL
INCOME STATEMENT AND CAPEX BY FUND
 Financial Statements for the month ending August 2023

Amt in \$000

	General Fund		McMaugh Gardens		Water Fund		Sewer Fund		All Funds
	Actuals to August	Budget for FY	Actuals to August	Budget for FY	Actuals to August	Budget for FY	Actuals to August	Budget for FY	Total - Actuals
Income from continuing operations									
Rates and annual charges	6,275	6,328	0	0	628	641	1,016	976	7,919
User charges and fees	166	4,119	214	962	2	928	0	72	383
Other revenues	40	747	0	34	1	0	0	0	41
Grants and contributions provided for operating purposes	379	6,021	561	2,972	0	270	0	0	940
Interest and investment income	181	431	0	135	2	139	1	39	184
Total income from operational activities	7,041	17,647	775	4,103	633	1,978	1,017	1,087	9,466
Expenses from continuing operations									
Employee benefits and on-costs	1,474	8,272	537	2,947	61	412	48	307	2,118
Materials and services	842	4,540	136	922	30	919	32	522	1,040
Borrowing costs	10	40	0	5	0	0	0	0	10
Councillor and Mayoral fees and associated expenses	22	150	0	0	0	0	0	0	22
Audit fees	-42	143	0	0	0	0	0	0	42
Other expenses	107	596	0	0	0	0	0	0	107
Net loss/(gain) from the disposal of assets	0	0	0	0	0	0	0	0	-
Total expenses from continuing operations	2,413	13,742	673	3,873	91	1,331	80	829	3,257
Operating result prior to consideration of capital grants and depreciation	4,628	3,905	102	230	542	647	937	258	6,209
Less: Depreciation, amortisation and impairment (1)	0	5,220	0	233	0	500	0	415	-
Operating result after depreciation	4,628	-1,315	102	-2	542	147	937	-157	6,209
Add: Grants and contributions provided for capital purposes	0	5,573	0	0	0	180	0	0	-
Overall result with capital grants	4,628	4,258	102	-2	542	327	937	-157	6,209
Capital Expenditures									
	Actuals to August	Budget for FY	Actuals to August	Budget for FY	Actuals to August	Budget for FY	Actuals to August	Budget for FY	Total - Actuals
Employee benefits and on-costs	173	1,755	0	0	4	21	1	5	178
Materials and services	728	7,247	3	25	5	712	0	428	735
Total Capex	901	9,002	3	25	9	733	1	432	913

14.10 Draft End of Year Financial Statements 2023 Referral to Audit

Department: Corporate & Community**Prepared By:** Manager Finance & IT**Authorised By:** Interim General Manager**Reference:** UINT/23/13007

Attachments: 1. Annual Engagement Plan (AEP) 2023 - Audit Office NSW [↓](#) 2. Annual Financial Statements 2023 (Draft) [↓](#) 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**Goal:** 4. We are an independent shire and well-governed community**Strategy:** 4.2. A strategic, accountable and representative Council

SUMMARY

The purpose of this report is to present the end of financial year (EOFY) draft financial statements and to implement relevant statutory obligations in relation to the finalisation of the audited financial statements. Council's Draft Annual Financial Statements have been prepared and are ready for referral to audit.

RECOMMENDATION

That Council endorse the Draft General Purpose Financial Statements and Draft Special Purpose Financial Statements for the financial year ending 30 June 2023 and refer them to the Auditor pursuant to section 413 of the *Local Government Act 1993 (NSW)*.

REPORT

Under Section 416(1) of the Local Government Act 1993, Council must prepare and arrange for its Annual Financial Statements to be audited within four (4) months of year end (that is, by 31 October each year).

The Annual Financial Statements are scheduled to be audited by Council's Auditor, Forsyths, Chartered Accountants commencing 01 October 2023. Council in accordance with Section 413 (1) of the Local Government Act 1993 is required to resolve to formally refer the Annual Financial Statements to the Auditors for audit.

Council is also required to resolve to sign and attach a 'Statement by Councillors and Management' to the General Purpose Financial Statements section of the Annual Financial Statements in accordance with Section 413(2) (c) of the Act. This Statement is to be signed by the Mayor, Deputy Mayor, General Manager and Council's Responsible Accounting Officer.

In accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting, Council is required to prepare Special Purpose Financial Statements for the Water Supply Activity and Sewerage Business Activity for the purposes of the Special Purpose Financial Statements.

Council is required to resolve to sign and attach a 'Statement by Councillors and Management' to the Special Purpose Financial Statements section of the Annual Financial Statement. This Statement is to be signed by the Mayor, Deputy Mayor, General Manager and Council's Responsible Accounting Officer.

Table 1:**A top-level overview of financial results**

Particulars	2023	2022
	In \$'000	In \$'000
Income from Continuing Operations (Excl capital grants)	26,198	22,540
Expenses from Continuing Operations (Excl depreciation and loss from disposal)	17,408	17,792
Result from ordinary activities before depreciation and loss from disposal	8,790	4,748
Less depreciation	6,056	5,237
Net loss on disposal of assets	1,647	526
Result from Continuing Operations before capital grants	1,087	-1,015
Capital grants and contributions	5,212	5,771
Net Operating Result for the Year – Net Profit/(Loss)	6,299	4,756

Table 2:**Summary of Income Statement and brief commentaries on the major variances with budget**

Particulars	Amounts in 000		
	2023 Actual	2023 Budget	2022 Actual
Income from continuing operations:			
Rates and annual charges	7,523	7,399	7,270
User charges and fees (1)	5,542	4,896	5,932
Other revenues	588	539	509
Grants and contributions provided for operating purposes (2)	11,846	8,281	8,696
Grants and contributions provided for capital purposes (2)	5,212	2,750	5,771
Interest and investment income (3)	699	262	133
Total income from continuing operations	31,410	24,127	28,311
Expenses from continuing operations:			
Employee benefits and on-costs	10,772	11,222	10,667
Materials and services	5,858	6,136	6,598
Borrowing costs (4)	218	60	111
Depreciation, amortisation and impairment of non-financial assets (5)	6,056	5,299	5,237
Other expenses	560	428	416
Net loss from the disposal of assets	1,647	0	526
Total expense from continuing operations	25,111	23,145	23,555
Operating result from continuing operations	6,299	982	4,756
Net operating result before capitals grants and contributions (6)	1,087	-1,768	-1,015

Commentary on variances with original budget:

1. The main drivers behind the increase in user fees and charges compared to the budget are Tablelands Community Support (TCS) and Waste services. TCS had a \$413k increase in user fees income, primarily due to increased grants and subsidies from both the Commonwealth Government and NDIS. On the other hand, waste service user fees and charges income increased by \$256k, mainly attributed to the sale of scrap metals and surge in the number of waste service customers.

It is worth noting that revenue from waste service user fees and the sale of scrap metals can be quite variable and difficult to predict.

2. The increase in grants and contributions for operating and capital purposes was driven by receipt of State government grants under drought, COVID, and flood recovery programs.
3. Interest income increased as a result of the higher RBA rate.
4. Borrowing costs increased due to increase of \$97k in Interest Payment Remediation Provision for Tip.
5. The increase in depreciation mainly resulted from the factors, such as, asset indexation in 2022, reduction of the useful life for Tip (asset # 602), incorporation of RFS assets into the Council's book, and capitalisation of Bundarra Sewer assets in 2022.
6. The net operating result prior to capital grants for the financial year 2022/23 resulted an improvement. This improvement primarily attributable to the state government's special flood funding for repair programs.

Financial Reserves/Restrictions

The total restrictions comprise both external and internal components. External financial restrictions include unutilised funds designated for specific projects or allocations, typically including unspent Section 7.11/7.12 and Section 64 Developer Contributions, unutilised specific purpose grants, sewerage fund, water fund, and domestic waste management revenues.

As of 30 June 2023, the Council holds \$17,879k in externally restricted cash, compared to \$13,973k as of 30 June 2022.

Internal financial restrictions, on the other hand, denote funds set aside for future expenditure as resolved by the Council. As of 30 June 2023, the Council possesses \$5,632k in internally restricted cash, in contrast to \$5,123k as of 30 June 2022.

Table 3: Reserves/Restrictions summary

Particulars	Amounts in \$000	
	2023	2022
Unrestricted funds reported in the financial statements	796	854
Available Cash and Investments	24,306	19,949
Total restricted fund (external and internal)	23,510	19,095

Of the total unrestricted funds reported as of 30 June 2023, an amount of \$623k reflected accrued expenses for goods and services received during the financial year 2022/23, but where payment was made in 2023/24. This has not been incorporated into the restricted funds to maintain consistency with the previous years' reporting.

A table detailing external and internal restrictions is provided on the following pages.

Table 4: External Reserves/Restrictions

Total External Restrictions	17,879	13,973
List of External Restrictions	2023 (\$'000)	2022 (\$'000)
Unexpended Loans - Industrial Land	487	491
McMaugh Fund - Bonds	3,326	2,720
Developer Contributions - General (Section 94)	1,116	910
Home Care Package (19225.9162.9150)	4	154
TCT funding delivery shortfall (monthly)	1,236	906
TCS CHSP funding delivery shortfall (annual)	3,182	2,224
Fixing Local Roads Round (FLR) 3	387	588
Local Roads and Community Infrastructure (LRCI) Round 2	-	53
Local Roads and Community Infrastructure (LRCI) Round 3	-	525
Stronger Country Communities (SCCF) 3 & 4	-	140
Bushfire Local Economic Recovery - Courthouse Refurbishment	20	332
PSLP - Glen precinct in 2022 budget (Matt)	797	590
PSLP - Pioneer Park - in 2022 budget (Matt)	566	581
Crown Reserve Infrastructure Fund (CRIF) - Woolridge Reserve	-	70
Black Summer Bushfire Recovery - Generators	23	47
Roads to Recovery 2022	-	234
Regional NSW Planning Portal (Planning portal integration to Auth	80	80
Water Fund	2,336	2,317
Sewer Fund	1,616	698
Stormwater Drainage	312	314
Regional and Local Roads Repair Program	1,679	-
Fixing Local Roads (FLR) Pothole Repair Round	204	-
USC AGRN1034 - NSW Severe Weather and Flooding (Advance)	-	-
Block Grants	399	-
Traffic	-	-
Supplementary	76	-
Trust funds	31	-

Table 5: Internal Restrictions

Total of Internal Restrictions	5,632	5,123
List of Internal Restrictions	2023 (\$'000)	2022 (\$'000)
Plant Fund (monthly)	210	713
Employee leave entitlement (annual)	800	763
Tip remediation costs (annual)	1,265	949
Waste Management Consultancy	8	8
K&G - Roman Street	-	63
GIS Project shared between Rates, Water & Sewer	-	11
InfoCouncil implementation	1	26
FAGS received in advance	3,328	2,288
Strategic development	20	84
WMS Implementation	-	193
Budget Review	-	25

Consultation

Forsyths, Chartered Accountants
Council's Contracted Statutory Accountant
Council's Internal Staff

CONCLUSION

The draft General Purpose Financial Statements and Draft Special Purpose Financial Statements for the financial year ending 30 June 2023 have been prepared and are now ready to be referred to the Auditor.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

As soon as practicable after the Auditor's Reports have been received, Council needs to fix a date for a Council meeting, give public notice of this meeting, endorse the final version of the statements at that meeting, to present the audited Annual Financial Statements and the Auditor's Reports to the public.

The audited Annual Financial Statements are placed on public exhibition from the date of the public notice of the Council meeting until seven days after the meeting.

Policy and Regulation

Local Government Act 1993 (NSW)

Local Government (General) Regulation 2021 (NSW)

Australian Accounting Standards issued by the Australian Accounting Standards Board

Financial/Long Term Financial Plan

Preparation of the EOFY statements are an essential requirement of Council's financial management and the basis, along with the Asset Management Plans, of each update to the Long Term Financial Plan.

Asset Management/Asset Management Strategy

EOFY statements capture the latest capital income and expenditure, maintenance expenditure and revaluations each year.

Workforce/Workforce Management Strategy

EOFY statements capture employee costs and liabilities each year.

Legal and Risk Management

EOFY statements are mandatory. Due to staff resource shortages, Council received an extension to 28 February 2023 for completion of the Audited 2022 EOFY statements.

Performance Measures

Audited statements, endorsed and signed for finalised for public notice.

Project Management

Responsible Accounting Officer.

Uralla Shire Council

ANNUAL FINANCIAL STATEMENTS
for the year ended 30 June 2023



Uralla Shire Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2023



Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2023

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Overview

Uralla Shire Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

32 Salisbury Street
Uralla NSW 2358

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.uralla.nsw.gov.au.

Uralla Shire Council

Consolidated Financial Statements

for the year ended 30 June 2023

Understanding Council's Financial Statements

Introduction

Each year NSW local governments are required to present audited financial statements to their council and community.

What you will find in the Statements

The financial statements set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2023.

The format of the financial statements is standard across all NSW Councils and complies with both the accounting and reporting requirements of Australian Accounting Standards and requirements as set down by the Office of Local Government.

About the Councillor/Management Statement

The financial statements must be certified by senior staff as 'presenting fairly' the Council's financial results for the year and are required to be adopted by Council – ensuring both responsibility for and ownership of the financial statements.

About the Primary Financial Statements

The financial statements incorporate five "primary" financial statements:

1. The Income Statement

Summarises Council's financial performance for the year, listing all income and expenses. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

2. The Statement of Comprehensive Income

Primarily records changes in the fair value of Council's Infrastructure, property, plant and equipment.

3. The Statement of Financial Position

A 30 June snapshot of Council's financial position indicating its assets, liabilities and "net wealth".

4. The Statement of Changes in Equity

The overall change for the year (in dollars) of Council's "net wealth".

5. The Statement of Cash Flows

Indicates where Council's cash came from and where it was spent. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

About the Notes to the Financial Statements

The Notes to the Financial Statements provide greater detail and additional information on the five primary financial statements.

About the Auditor's Reports

Council's financial statements are required to be audited by the NSW Audit Office.

In NSW the auditor provides 2 audit reports:

1. an opinion on whether the financial statements present fairly the Council's financial performance and position, and
2. their observations on the conduct of the audit, including commentary on the Council's financial performance and financial position.

Who uses the Financial Statements?

The financial statements are publicly available documents and must be presented at a Council meeting between seven days and five weeks after the date of the audit report.

The public can make submissions to Council up to seven days subsequent to the public presentation of the financial statements.

Council is required to forward an audited set of financial statements to the Office of Local Government.

Uralla Shire Council

Consolidated Financial Statements

for the year ended 30 June 2023

Statement by Councillors and Management made pursuant to Section 413(2)(c) 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 26 September 2023.

Robert Bell
Mayor
26 September 2023

Robert Crouch
Councillor
26 September 2023

Toni Averay
Interim General Manager
26 September 2023

Mustaq Ahammed
Responsible Accounting Officer
26 September 2023

Uralla Shire Council

Income Statement

for the year ended 30 June 2023

Original unaudited budget 2023	\$ '000	Notes	Actual 2023	Actual 2022
Income from continuing operations				
7,399	Rates and annual charges	B2-1	7,523	7,270
4,896	User charges and fees	B2-2	5,542	5,932
539	Other revenues	B2-3	588	509
8,281	Grants and contributions provided for operating purposes	B2-4	11,846	8,696
2,750	Grants and contributions provided for capital purposes	B2-4	5,212	5,771
262	Interest and investment income	B2-5	699	133
24,127	Total income from continuing operations		31,410	28,311
Expenses from continuing operations				
11,222	Employee benefits and on-costs	B3-1	10,772	10,667
6,136	Materials and services	B3-2	5,858	6,598
60	Borrowing costs	B3-3	218	111
5,299	Depreciation, amortisation and impairment of non-financial assets	B3-4	6,056	5,237
428	Other expenses	B3-5	560	416
–	Net loss from the disposal of assets	B4-1	1,647	526
23,145	Total expenses from continuing operations		25,111	23,555
982	Operating result from continuing operations		6,299	4,756
982	Net operating result for the year attributable to Council		6,299	4,756
(1,768)	Net operating result for the year before grants and contributions provided for capital purposes		1,087	(1,015)

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

Uralla Shire Council

Statement of Comprehensive Income

for the year ended 30 June 2023

\$ '000	Notes	2023	2022
Net operating result for the year – from Income Statement		6,299	4,756
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	25,121	23,990
Total items which will not be reclassified subsequently to the operating result		25,121	23,990
Total other comprehensive income for the year		25,121	23,990
Total comprehensive income for the year attributable to Council		31,420	28,746

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

Uralla Shire Council

Statement of Financial Position

as at 30 June 2023

\$ '000	Notes	2023	2022
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	3,542	2,637
Investments	C1-2	20,765	17,312
Receivables	C1-4	3,571	3,553
Inventories	C1-5	324	326
Contract assets and contract cost assets	C1-6	2,363	971
Other	C1-8	72	94
Total current assets		30,637	24,893
Non-current assets			
Infrastructure, property, plant and equipment (IPPE)	C1-7	294,935	268,629
Right of use assets	C2-1	150	178
Total non-current assets		295,085	268,807
Total assets		325,722	293,700
LIABILITIES			
Current liabilities			
Payables	C3-1	6,674	5,124
Contract liabilities	C3-2	4,768	5,583
Lease liabilities	C2-1	19	23
Borrowings	C3-3	187	260
Employee benefit provisions	C3-4	2,558	2,484
Total current liabilities		14,206	13,474
Non-current liabilities			
Lease liabilities	C2-1	141	160
Borrowings	C3-3	1,320	1,485
Employee benefit provisions	C3-4	102	153
Provisions	C3-5	3,795	3,690
Total non-current liabilities		5,358	5,488
Total liabilities		19,564	18,962
Net assets		306,158	274,738
EQUITY			
Accumulated surplus	C4-1	91,402	85,103
IPPE revaluation reserve	C4-1	214,756	189,635
Council equity interest		306,158	274,738
Total equity		306,158	274,738

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

Uralla Shire Council

Statement of Changes in Equity

for the year ended 30 June 2023

\$ '000	Notes	2023			2022		
		Accumulated surplus	IPPE revaluation reserve	Total equity	Accumulated surplus	IPPE revaluation reserve	Total equity
Opening balance at 1 July		85,103	189,635	274,738	80,347	165,645	245,992
Net operating result for the year		6,299	–	6,299	4,756	–	4,756
Net operating result for the period		6,299	–	6,299	4,756	–	4,756
Other comprehensive income							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	–	25,121	25,121	–	23,990	23,990
Other comprehensive income		–	25,121	25,121	–	23,990	23,990
Total comprehensive income		6,299	25,121	31,420	4,756	23,990	28,746
Closing balance at 30 June		91,402	214,756	306,158	85,103	189,635	274,738

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

Uralla Shire Council

Statement of Cash Flows

for the year ended 30 June 2023

Original unaudited budget 2023	\$ '000	Notes	Actual 2023	Actual 2022
Cash flows from operating activities				
<i>Receipts:</i>				
7,388	Rates and annual charges		7,354	7,126
4,913	User charges and fees		5,776	4,954
275	Interest received		413	125
11,044	Grants and contributions		15,246	17,848
–	Bonds, deposits and retentions received		31	–
551	Other		179	1,261
<i>Payments:</i>				
(11,218)	Payments to employees		(10,681)	(10,664)
(6,137)	Payments for materials and services		(6,372)	(6,324)
(62)	Borrowing costs		(82)	(75)
(519)	Other		1,365	(1,250)
6,235	Net cash flows from operating activities	G1-1	13,229	13,001
Cash flows from investing activities				
<i>Receipts:</i>				
1,847	Sale of investments		17,591	3,300
–	Proceeds from sale of IPPE		4	336
<i>Payments:</i>				
–	Purchase of investments		(20,974)	(6,505)
(8,011)	Payments for IPPE		(8,615)	(10,330)
(6,164)	Net cash flows from investing activities		(11,994)	(13,199)
Cash flows from financing activities				
<i>Receipts:</i>				
–	Proceeds from retirement home contributions		1,585	1,321
<i>Payments:</i>				
(237)	Repayment of borrowings		(238)	(226)
–	Principal component of lease payments		(22)	(24)
–	Repayment of retirement home contributions		(1,655)	(1,669)
(237)	Net cash flows from financing activities		(330)	(598)
(166)	Net change in cash and cash equivalents		905	(796)
948	Cash and cash equivalents at beginning of year		2,637	3,433
782	Cash and cash equivalents at end of year	C1-1	3,542	2,637
–	plus: Investments on hand at end of year	C1-2	20,765	17,312
782	Total cash, cash equivalents and investments		24,307	19,949

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

Uralla Shire Council

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

A About Council and these financial statements

A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 26 September 2023. 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 2021 (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 C1-7
- 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 – refer Note C1-4.
- ii. Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* – refer to Notes B2-2 – B2-4.
- iii. Determination of the lease term, discount rate (when not implicit in the lease) and whether an arrangement contains a lease – refer to Note C2-1.

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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

A1-1 Basis of preparation (continued)

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

- General purpose operations
- Water service
- Sewerage service
- McMaugh Gardens Aged Care Centre

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.

A separate statement of monies held in the Trust Fund is available for inspection at the council office by any person free of charge.

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 uses volunteers in a number of its activities including at the Visitor Information Centre, McMaugh Gardens and Tablelands Community Transport. These services are not considered material and have therefore not been recognised in the income statement.

COVID-19

The outbreak of the Novel Coronavirus (COVID-19), declared by the World Health Organisation as a "Global Pandemic" on 11 March 2020, has impacted global financial markets. Travel restrictions have been implemented by many countries. For the financial year ended 30 June 2023 Council did not identify any potential material adjustments required to be done as a result of the pandemic.

Even though the pandemic had a widespread effect on slowing down economies around the world, as at 30 June 2023 it is hard to predict any significant future implications on Council's business.

Council's business operations remain on the same pattern. Council is not aware of any post balance sheet date events which would result in separate disclosures or adjustments to the 30 June 2023 financial results. Hence, 30 June 2023 financial statements were prepared on a going concern basis.

Domestic and international situation

Widespread volatility caused by international and domestic events in 2022 (war in Ukraine, natural disasters in NSW and nationwide, etc.) has significantly impacted supply chains, labour costs and inflation. With continuing changes in material costs, labour shortages and supply issues there has been a significant increases in amount of discussion and data regarding changes in construction costs.

Commodity prices including key construction materials have seen significant increases over the last 3 years. As a result of assessment done, council had performed indexation of its infrastructure assets to ensure their carrying amount is not materially different to fair value as at 30 June 2022.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

A1-1 Basis of preparation (continued)

Rise of the cost of living continued in 2023 financial year. This caused another indexation of infrastructure assets values as at the end of June 2023 (see Note C1-7). Management keeps monitoring ongoing developments on the international and Australian markets and the impact they may have on the financial results and position of the council.

New accounting standards and interpretations issued but not yet effective

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 2023 reporting period.

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

As at the date of authorisation of these financial statements Council does not consider that any of these new (and still to be applied) standards and interpretations are likely to have a material impact on the Council's future financial statements, financial position, financial performance or cash flows.

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 the first time at 30 June 2023.

None of the newly adopted standards had a material impact on Council's reported financial position, financial performance and/or associated financial statement disclosures.

Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2023

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	
	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022
Functions or activities										
Our Society	-	7,223	-	8,326	-	(1,103)	-	2,890	-	20,999
Our Economy	-	6,050	-	8,222	-	(2,172)	-	5,681	-	219,650
Our Environment	-	7,146	-	4,840	-	2,306	-	2,865	-	45,108
Our Leadership	-	7,892	-	2,167	-	5,725	-	3,031	-	7,943
Other	-	-	-	-	-	-	17,058	-	325,722	-
Total functions and activities	-	28,311	-	23,555	-	4,756	17,058	14,467	325,722	293,700

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B1-2 Components of functions or activities

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

Our Society

Includes public libraries; sporting grounds and venues; swimming pools; parks; gardens; other sporting, recreational and cultural services; public cemeteries; public conveniences; other community amenities, aged person facilities, services for disabled persons, migrants and Indigenous persons; youth services. Includes Council's RFS and emergency services costs, fire protection, emergency services, enforcement of regulations and animal control.

Our Economy

Includes community centres and halls, including public halls; building control; quarries and pits; urban local, urban regional, sealed and unsealed roads, bridges, footpaths and parking areas; street cleaning; tourism and area promotion; industrial development promotion; real estate development; street lighting and town planning;

Our Environment

Includes noxious plants and insect/vermin control; other environmental protection; solid waste management, including domestic waste; other waste management; water and sewer services; other sanitation; drainage and stormwater management.

Our Leadership

Includes costs relating to Council's role as a component of democratic government, including elections, members' fees and expenses, subscriptions to local authority associations, meetings of Council and policymaking committees, public disclosure (e.g. GIPA), and legislative compliance. Also includes all administrative costs such as finance, human resources, information technology, governance and customer support. Also includes camping areas and caravan parks.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2 Sources of income

B2-1 Rates and annual charges

\$ '000	2023	2022
Ordinary rates		
Residential	1,694	1,647
Farmland	2,425	2,360
Business	108	104
Less: pensioner rebates (mandatory)	(91)	(95)
Rates levied to ratepayers	4,136	4,016
Pensioner rate subsidies received	48	53
Total ordinary rates	4,184	4,069
Annual charges (pursuant to s496, 496A, 496B, 501 & 611)		
Domestic waste management services	732	710
Stormwater management services	33	33
Water supply services	622	584
Sewerage services	903	859
Waste management services (non-domestic)	82	85
Environmental	1,009	974
Less: pensioner rebates (mandatory)	(92)	(97)
Annual charges levied	3,289	3,148
Pensioner annual charges subsidies received:		
– Water	15	16
– Sewerage	14	15
– Domestic waste management	21	22
Total annual charges	3,339	3,201
Total rates and annual charges	7,523	7,270

Council has used 2022 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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-2 User charges and fees

\$ '000	2023	2022
Specific user charges (per s502 - specific 'actual use' charges)		
Water supply services	561	520
Sewerage services	49	63
Waste management services (non-domestic)	234	202
Total specific user charges	844	785
Other user charges and fees		
(i) Fees and charges – statutory and regulatory functions (per s608)		
Inspection services	59	48
Private works – section 67	23	429
Regulatory/ statutory fees	–	2
Registration fees	6	2
Section 10.7 certificates (EP&A Act)	21	25
Section 603 certificates	15	20
Town planning	124	121
Total fees and charges – statutory/regulatory	248	647
(ii) Fees and charges – other (incl. general user charges (per s608))		
Aged care	1,022	953
Caravan park	112	116
Cemeteries	46	47
Community centres	8	8
Sundry sales	48	48
Swimming centres	33	17
Tourism	2	1
Waste disposal tipping fees	121	170
Water and sewer connection fees	24	8
Kamillaroi aged and disability services – contract service fees	1	1
Scrap metal sales	280	5
Tablelands community support options – client contributions	113	162
Tablelands community support options – contract service fees	2,615	2,577
Tablelands community transport	22	384
Other	3	3
Total fees and charges – other	4,450	4,500
Total other user charges and fees	4,698	5,147
Total user charges and fees	5,542	5,932
Timing of revenue recognition for user charges and fees		
User charges and fees recognised over time (1)	4,333	3,530
User charges and fees recognised at a point in time (2)	1,209	2,402
Total user charges and fees	5,542	5,932

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-2 User charges and fees (continued)

Accounting policy

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, 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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-3 Other revenues

\$ '000	2023	2022
Rental income – investment property	117	118
Fines	8	4
Commissions and agency fees	8	7
Diesel rebate	86	106
Insurance claims recoveries	119	127
Recycling income (non-domestic)	18	61
Sales – general	26	24
Donations received	8	6
Other reimbursements	132	13
Other sundry income	11	15
Staff FBT contributions	51	17
Other	4	11
Total other revenue	588	509
Timing of revenue recognition for other revenue		
Other revenue recognised over time (1)	–	–
Other revenue recognised at a point in time (2)	588	509
Total other revenue	588	509

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-4 Grants and contributions

\$ '000	Operating 2023	Operating 2022	Capital 2023	Capital 2022
General purpose grants and non-developer contributions (untied)				
General purpose (untied)				
Current year allocation				
Financial assistance – general component	540	727	–	–
Financial assistance – local roads component	284	761	–	–
Payment in advance - future year allocation				
Financial assistance – general component	2,163	1,482	–	–
Financial assistance – local roads component	1,166	806	–	–
Amount recognised as income during current year	4,153	3,776	–	–
Special purpose grants and non-developer contributions (tied)				
Cash contributions				
Water supplies ¹	268	181	–	–
Sewerage services	–	–	(32)	2,638
Drought Communities Extension Program	–	–	114	25
Community care	–	18	–	–
Employment and training programs	4	11	–	–
Library	74	80	–	–
Recreation and culture	2	20	–	–
Street lighting	–	14	–	–
Stronger Country Communities Fund	–	–	1,363	65
Regional NSW Planning Portal Scheme	25	80	–	–
Transport (other roads and bridges funding)	2,552	46	3,011	2,266
Transport (roads to recovery)	149	889	–	–
Drought Stimulus Package	–	–	428	133
Recreation and culture	200	–	–	–
Public Spaces Legacy Program	–	–	–	130
Black Summer Bushfire Recovery program	–	–	–	47
Crown Reserves Improvement Fund	–	–	–	46
Bushfire Local Economic Recovery Fund	–	–	–	46
Transport for NSW contributions (regional roads, block grant)	1,058	992	78	375
McMaugh gardens aged care – subsidies	2,786	2,001	–	–
Tablelands community transport – subsidies	403	439	–	–
Total special purpose grants and non-developer contributions – cash	7,521	4,771	4,962	5,771
Non-cash contributions				
Bushfire services	–	–	250	–
Total other contributions – non-cash	–	–	250	–
Total special purpose grants and non-developer contributions (tied)	7,521	4,771	5,212	5,771
Total grants and non-developer contributions	11,674	8,547	5,212	5,771
Comprising:				
– Commonwealth funding	9,000	1,666	1,120	916
– State funding	2,674	6,881	4,092	4,855
	11,674	8,547	5,212	5,771

(1) The groundwater project grant was reclassified in 2022 from capital to operating grants (\$186 thousand).

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-4 Grants and contributions (continued)

Developer contributions

\$ '000	Notes	Operating 2023	Operating 2022	Capital 2023	Capital 2022
Developer contributions: (s7.4 & s7.11 - EP&A Act, s64 of the LGA):	G4				
Cash contributions					
S 7.11 – contributions towards amenities/services		46	89	–	–
S 7.12 – fixed development consent levies		126	60	–	–
Total developer contributions – cash		172	149	–	–
Total developer contributions		172	149	–	–
Total contributions		172	149	–	–
Total grants and contributions		11,846	8,696	5,212	5,771
Timing of revenue recognition for grants and contributions					
Grants and contributions recognised over time (1)		4,274	3,432	1,555	465
Grants and contributions recognised at a point in time (2)		7,572	5,264	3,657	5,306
Total grants and contributions		11,846	8,696	5,212	5,771

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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 2023	Operating 2022	Capital 2023	Capital 2022
Unspent grants and contributions				
Unspent funds at 1 July	2,808	2,364	3,089	808
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	760	-	-	431
Add: Funds received and not recognised as revenue in the current year	-	1,193	1,793	1,850
Less: Funds recognised as revenue in previous years that have been spent during the reporting year	(862)	-	(431)	-
Less: Funds received in prior year but revenue recognised and funds spent in current year	(1,946)	(749)	(979)	-
Unspent funds at 30 June	760	2,808	3,472	3,089
Contributions				
Unspent funds at 1 July	909	755	-	-
Add: contributions recognised as revenue in the reporting year but not yet spent in accordance with the conditions	206	154	-	-
Less: contributions recognised as revenue in previous years that have been spent during the reporting year	-	-	-	-
Unspent contributions at 30 June	1,115	909	-	-

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.

The performance obligations vary according to the agreement but include achieving milestones associated with constructing an asset or delivering specific outcomes established in an agreement. 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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-4 Grants and contributions (continued)

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).

While Council generally incorporates these amounts as part of a Development Consent 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.

B2-5 Interest and investment income

\$ '000	2023	2022
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	56	48
– Cash and investments	643	85
Total interest and investment income (losses)	699	133

Accounting policy

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B3 Costs of providing services**B3-1** Employee benefits and on-costs

\$ '000	2023	2022
Salaries and wages	8,384	8,483
Employee leave entitlements (ELE)	1,831	1,466
Superannuation – defined contribution plans	974	913
Superannuation – defined benefit plans	29	47
Workers' compensation insurance	563	609
Fringe benefit tax (FBT)	13	13
Training costs (other than salaries and wages)	111	82
Travel expenses	24	20
Other	4	15
Total employee costs	11,933	11,648
Less: capitalised costs	(1,161)	(981)
Total employee costs expensed	10,772	10,667
Number of 'full-time equivalent' employees (FTE) at year end	126	121
Number of 'full-time equivalent' employees (FTE) at year end (incl. vacancies)	139	133

Accounting policy

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

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.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B3-2 Materials and services

\$ '000	Notes	2023	2022
Raw materials and consumables		4,545	7,621
Contractor costs		6,733	8,091
Audit Fees	F2-1	87	106
Councillor and Mayoral fees and associated expenses	F1-2	129	126
Advertising		6	6
Bank charges		31	31
Computer software charges		13	5
Election expenses		4	–
Electricity and heating		255	159
Insurance		386	340
Postage		29	33
Printing and stationery		38	38
Street lighting		41	28
Subscriptions and publications		115	94
Telephone and communications		71	71
Internet and other communication		6	5
Licences		103	119
Motor vehicle registration fees		56	54
Other fees and charges		1	–
Other expenses		5	7
Volunteer reimbursements		2	1
Legal expenses:			
– Legal expenses: other		8	19
Expenses from short-term leases		6	1
Other		–	1
Total materials and services		12,670	16,956
Less: capitalised costs		(6,812)	(10,358)
Total materials and services		5,858	6,598

Accounting policy

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B3-3 Borrowing costs

\$ '000	Notes	2023	2022
(i) Interest bearing liability costs			
Interest on leases		6	7
Interest on loans		80	69
Total interest bearing liability costs		86	76
Total interest bearing liability costs expensed		86	76
(ii) Other borrowing costs			
Amortisation of discounts			
– Remediation liabilities	C3-5	132	35
Total other borrowing costs		132	35
Total borrowing costs expensed		218	111

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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

\$ '000	Notes	2023	2022 ¹
Depreciation and amortisation			
Plant and equipment		925	663
Office equipment		23	34
Furniture and fittings		38	47
Infrastructure:	C1-7		
– Buildings – non-specialised		732	617
– Other structures ¹		259	234
– Sealed roads structure		1,653	1,610
– Unsealed roads		679	722
– Bridges		444	407
– Footpaths		50	43
– Stormwater drainage		49	49
– Water supply network		443	419
– Sewerage network		385	255
Right of use assets	C2-1	27	27
Other assets:			
– Other		2	2
Reinstatement, rehabilitation and restoration assets:			
– Tip assets	C1-7	347	108
Total gross depreciation and amortisation costs		6,056	5,237
Total depreciation and amortisation costs		6,056	5,237
Total depreciation, amortisation and impairment for non-financial assets		6,056	5,237

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.

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).

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.

(1) Depreciation for swimming pools and open space assets was reclassified to depreciation of other structures in 2022.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B3-5 Other expenses

\$ '000	2023	2022
Other		
Donations, contributions and assistance to other organisations (Section 356)	560	416
Total other expenses	560	416

Accounting policy

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

Impairment expenses are recognised when identified.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B4 Gains or losses

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

\$ '000	Notes	2023	2022
Gain (or loss) on disposal of property (excl. investment property)			
Less: carrying amount of property assets sold/written off		-	(120)
Gain (or loss) on disposal		-	(120)
Gain (or loss) on disposal of plant and equipment			
Proceeds from disposal – plant and equipment	C1-7	4	336
Less: carrying amount of plant and equipment assets sold/written off		(33)	(187)
Gain (or loss) on disposal		(29)	149
Gain (or loss) on disposal of infrastructure			
Less: carrying amount of infrastructure assets sold/written off	C1-7	(1,618)	(555)
Gain (or loss) on disposal		(1,618)	(555)
Gain (or loss) on disposal of investments			
Proceeds from disposal/redemptions/maturities – investments	C1-2	17,591	3,300
Less: carrying amount of investments sold/redeemed/matured		(17,591)	(3,300)
Gain (or loss) on disposal		-	-
Net gain (or loss) from disposal of assets		(1,647)	(526)

Accounting policy

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B5 Performance against budget

B5-1 Material budget variations

Council's original budget was adopted by the Council on 28 June 2022 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	2023 Budget	2023 Actual	2023 ----- Variance -----	
Revenues				
Rates and annual charges	7,399	7,523	124	2% F
User charges and fees	4,896	5,542	646	13% F
Other revenues	539	588	49	9% F
Operating grants and contributions	8,281	11,846	3,565	43% F
Significant amount of unexpected disaster recovery grants received in 2023. Furthermore, council received 100% of FAG 2024 allocation in 2023 financial year.				
Capital grants and contributions	2,750	5,212	2,462	90% F
Interest and investment revenue	262	699	437	167% F
Interest rates increase continued in 2023.				
Expenses				
Employee benefits and on-costs	11,222	10,772	450	4% F
Materials and services	6,136	5,858	278	5% F
Borrowing costs	60	218	(158)	(263)% U
Interest rates continued in 2023.				
Depreciation, amortisation and impairment of non-financial assets	5,299	6,056	(757)	(14)% U
Effect of significant indexation of infrastructure assets in 2022.				
Other expenses	428	560	(132)	(31)% U
One-off events and promotional donations in 2023.				
Net losses from disposal of assets	-	1,647	(1,647)	∞ U
Paper-based effect of write-off of undepreciated components of renewed assets. No effect on cash position and hard to budget.				

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B5-1 Material budget variations (continued)

\$ '000	2023 Budget	2023 Actual	2023 ----- Variance -----	
Statement of cash flows				
Cash flows from operating activities	6,235	13,229	6,994	112% F
In line with increase in operating grants. Unexpected inflow of disaster recovery grants and receipt of 100% allocation of 2024 FAG.				
Cash flows from investing activities	(6,164)	(11,994)	(5,830)	95% U
Cash flows from financing activities	(237)	(330)	(93)	39% U
Due to unexpectedly higher increase of interest rates.				

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C Financial position**C1 Assets we manage****C1-1 Cash and cash equivalents**

\$ '000	2023	2022
Cash assets		
Cash on hand and at bank	52	64
Cash equivalent assets		
– Deposits at call	3,490	2,573
Total cash and cash equivalents	3,542	2,637

Reconciliation of cash and cash equivalents

Total cash and cash equivalents per Statement of Financial Position	3,542	2,637
Balance as per the Statement of Cash Flows	3,542	2,637

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C1-2 Financial investments

\$ '000	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Debt securities at amortised cost				
Term deposits	20,765	-	17,312	-
Total	20,765	-	17,312	-
Total financial investments	20,765	-	17,312	-
Total cash assets, cash equivalents and investments	24,307	-	19,949	-

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.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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

\$ '000	2023	2022
(a) Externally restricted cash, cash equivalents and investments		
Total cash, cash equivalents and investments	24,307	19,949
Less: Externally restricted cash, cash equivalents and investments	<u>(17,876)</u>	<u>(13,972)</u>
Cash, cash equivalents and investments not subject to external restrictions	6,431	5,977
External restrictions		
External restrictions – included in liabilities		
External restrictions included in cash, cash equivalents and investments above comprise:		
Specific purpose unexpended grants – general fund	1,770	2,925
Specific purpose unexpended grants – water fund	23	–
TCT and TCS payables	1,447	626
TCS and TCT contract liabilities	2,975	2,658
Specific purpose unexpended loans – general	487	491
McMaugh gardens resident bonds	3,325	2,720
Trusts and deposits	31	–
External restrictions – included in liabilities	10,058	9,420
External restrictions – other		
External restrictions included in cash, cash equivalents and investments above comprise:		
Developer contributions – general	1,115	909
Specific purpose unexpended grants (recognised as revenue) – general fund	2,439	314
Water fund	2,336	2,317
Sewer fund	1,616	698
Stormwater management	312	314
External restrictions – other	7,818	4,552
Total external restrictions	17,876	13,972

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

\$ '000	2023	2022
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(b) Internal allocations

Cash, cash equivalents and investments not subject to external restrictions	6,431	5,977
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Less: Internally restricted cash, cash equivalents and investments	(5,632)	(5,123)
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Unrestricted and unallocated cash, cash equivalents and investments	799	854
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Internal allocations

At 30 June, Council has internally allocated funds to the following:

Plant and vehicle replacement	210	713
Employees leave entitlement	800	763
FAGS received in advance	3,328	2,288
Tip Remediation	1,265	949
Waste management consultancy	8	8
Strategic development	20	84
InfoCouncil implementation	1	26
K&G - Roman street	-	63
GIS project	-	11
WMS implementation	-	193
Budget review	-	25
Total internal allocations	5,632	5,123

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

\$ '000	2023	2022
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(c) Unrestricted and unallocated

Unrestricted and unallocated cash, cash equivalents and investments	799	854
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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C1-4 Receivables

\$ '000	2023		2022	
	Current	Non-current	Current	Non-current
Rates and annual charges	989	–	787	–
Interest and extra charges	63	–	58	–
User charges and fees	510	–	373	–
Private works	7	–	378	–
Accrued revenues				
– Interest on investments	324	–	43	–
– Other income accruals	253	–	–	–
Government grants and subsidies	796	–	1,441	–
Net GST receivable	369	–	242	–
Resident contributions	117	–	82	–
Other debtors	207	–	213	–
Total	3,635	–	3,617	–
Less: provision for impairment				
Other debtors	(64)	–	(64)	–
Total provision for impairment – receivables	(64)	–	(64)	–
Total net receivables	3,571	–	3,553	–

\$ '000	2023	2022
Movement in provision for impairment of receivables		
Balance at the beginning of the year (calculated in accordance with AASB 139)	64	64
Balance at the end of the year	64	64

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Notes to the Financial Statements

for the year ended 30 June 2023

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 estimating ECL, 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.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

When considering the ECL for rates and annual charges 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.

Credit losses are measured at 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.

Council writes off a 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, or when the receivables are over 5 years past due, whichever occurs first.

None of the receivables that have been written off are subject to enforcement activity.

Where 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.

C1-5 Inventories

\$ '000	2023 Current	2023 Non-current	2022 Current	2022 Non-current
(i) Inventories at cost				
Stores and materials	324	-	326	-
Total inventories at cost	324	-	326	-
Total inventories	324	-	326	-

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C1-6 Contract assets and Contract cost assets

\$ '000	2023 Current	2022 Current
Contract assets	2,363	971
Total contract assets and contract cost assets	2,363	971

Accounting policy**Contract assets**

Contract assets represent Councils 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.

Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2023

C1-7 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2022			Asset movements during the reporting period							At 30 June 2023		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	3,232	–	3,232	–	3,623	–	–	(2,324)	–	–	4,532	–	4,532
Plant and equipment	10,656	(4,340)	6,316	53	711	(33)	(925)	85	250	–	11,681	(5,224)	6,457
Office equipment	780	(726)	54	–	63	–	(23)	–	–	–	848	(753)	95
Furniture and fittings	1,121	(878)	243	–	–	–	(38)	–	–	–	1,125	(915)	210
Land													
– Operational land	1,988	–	1,988	–	–	–	–	–	–	1,506	3,493	–	3,493
– Community land	2,346	–	2,346	–	–	–	–	–	1,826	298	4,467	–	4,467
– Crown land	1,826	–	1,826	–	–	–	–	–	(1,826)	–	–	–	–
Infrastructure													
– Buildings – non-specialised	31,418	(16,277)	15,141	–	70	–	(732)	46	–	5,506	34,282	(14,252)	20,030
– Other structures ³	2,508	(1,168)	1,340	–	–	–	(259)	–	2,249	170	6,406	(2,893)	3,513
– Sealed roads structure	131,181	(38,019)	93,162	3,599	37	(1,460)	(1,654)	1,428	–	5,398	141,561	(41,057)	100,504
– Unsealed roads	18,807	(14,146)	4,661	271	–	(90)	(679)	151	–	235	19,954	(15,405)	4,549
– Bridges	45,471	(16,432)	29,039	2	–	(23)	(444)	614	–	1,691	48,450	(17,572)	30,878
– Footpaths	2,305	(558)	1,747	–	–	–	(50)	–	–	101	2,442	(641)	1,801
– Bulk earthworks (non-depreciable)	69,836	–	69,836	–	–	–	–	–	–	4,130	73,965	–	73,965
– Stormwater drainage	4,551	(1,257)	3,294	211	–	(45)	(49)	–	–	246	4,892	(1,235)	3,657
– Water supply network ²	30,984	(17,556)	13,428	–	–	–	(443)	–	–	2,287	36,468	(21,196)	15,272
– Sewerage network ²	22,750	(6,947)	15,803	–	–	–	(385)	–	–	3,553	25,808	(6,837)	18,971
– Swimming pools ³	896	(697)	199	–	–	–	–	–	(199)	–	–	–	–
– Other open space/recreational assets ³	2,684	(634)	2,050	–	–	–	–	–	(2,050)	–	–	–	–
Other assets													
– Heritage collections	90	–	90	–	–	–	–	–	–	–	90	–	90
– Other	83	(25)	58	–	–	–	(2)	–	–	–	75	(28)	47
Reinstatement, rehabilitation and restoration assets (refer Note C3-5)													
– Tip assets	3,457	(681)	2,776	–	–	–	(347)	–	(27)	–	3,432	(1,028)	2,404
Total infrastructure, property, plant and equipment	388,970	(120,341)	268,629	4,136	4,504	(1,651)	(6,030)	–	223	25,121	423,971	(129,036)	294,935

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

(2) Effect of revaluation increment includes effect of comprehensive revaluation on 1 July 2022 and indexation on 30 June 2023

(3) Opening balances of swimming pools and open space assets were reclassified to other structures.

(4) Crown land as a class was reclassified to community land.

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Notes to the Financial Statements
for the year ended 30 June 2023

C1-7 Infrastructure, property, plant and equipment (continued)

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 ¹	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	6,670	–	6,670	2,383	–	(16)	–	(5,801)	–	–	3,232	–	3,232
Plant and equipment	9,885	(4,269)	5,616	–	1,550	(187)	(663)	–	–	–	10,656	(4,340)	6,316
Office equipment	770	(692)	78	–	6	–	(34)	4	–	–	780	(726)	54
Furniture and fittings	1,118	(830)	288	4	–	–	(47)	–	–	–	1,121	(878)	243
Land													
– Operational land	1,402	–	1,402	–	–	–	–	–	446	140	1,988	–	1,988
– Community land	2,538	–	2,538	–	–	–	–	–	(446)	254	2,346	–	2,346
– Crown land	1,660	–	1,660	–	–	–	–	–	–	166	1,826	–	1,826
Infrastructure													
– Buildings – non-specialised	26,275	(13,496)	12,779	51	278	(118)	(617)	679	–	2,089	31,418	(16,277)	15,141
– Other structures	1,754	(1,017)	737	–	214	(2)	(234)	339	–	111	2,508	(1,168)	1,340
– Bridges	40,964	(14,397)	26,567	–	–	–	(407)	–	–	2,879	45,471	(16,432)	29,039
– Footpaths	1,972	(460)	1,512	–	93	–	(43)	13	–	172	2,305	(558)	1,747
– Bulk earthworks (non-depreciable)	62,549	–	62,549	71	111	(36)	–	220	–	6,921	69,836	–	69,836
– Stormwater drainage	4,253	(1,125)	3,128	–	–	–	(49)	1	–	214	4,551	(1,257)	3,294
– Water supply network	29,304	(16,184)	13,120	–	–	–	(419)	–	–	727	30,984	(17,556)	13,428
– Sewerage network	14,184	(6,318)	7,866	–	3,983	–	(255)	3,771	–	438	22,750	(6,947)	15,803
– Sealed roads structure	116,633	(33,038)	83,595	506	907	(461)	(1,610)	774	341	9,232	131,181	(38,019)	93,162
– Swimming pools	822	(608)	214	–	–	–	–	–	–	16	896	(697)	199
– Other open space/recreational assets	2,462	(437)	2,025	–	–	–	–	–	–	169	2,684	(634)	2,050
– Unsealed roads	17,207	(12,208)	4,999	169	–	(42)	(722)	–	(341)	462	18,807	(14,146)	4,661
Other assets													
– Heritage collections	90	–	90	–	–	–	–	–	–	–	90	–	90
– Other	83	(23)	60	–	–	–	(2)	–	–	–	83	(25)	58
Reinstatement, rehabilitation and restoration assets (refer Note 11)													
– Tip assets	2,526	(572)	1,954	–	–	–	(108)	–	934	–	3,457	(681)	2,776
Total infrastructure, property, plant and equipment	345,121	(105,674)	239,447	3,184	7,142	(862)	(5,210)	–	934	23,990	388,970	(120,341)	268,629

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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Notes to the Financial Statements

for the year ended 30 June 2023

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 Planning, Industry and Environment - 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. 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 20	Playground equipment	5 to 15
Office furniture	5 to 20	Benches, seats etc.	10 to 20
Computer equipment	4	Other open space recreational assets	10 to 100
Vehicles, trucks and utilities	5 to 10		
Dozers, graders and rollers	10	Buildings	
Other plant and equipment	10	Buildings: masonry	50 to 100
		Buildings: other	20 to 40
Water and sewer assets		Stormwater assets	
Dams and reservoirs	100	Drains	75 to 125
Water & Sewer Treatment Plants	70 to 100	Culverts	75 to 125
Reticulation pipes: PVC	70 to 115	Flood control structures	75 to 125
Reticulation pipes: other	25 to 75		
Pumps and telemetry	15 to 20		
Meters & Water Plant	10		
Water Mains	80 to 100	Other infrastructure assets	
Sewer Mains	70 to 100	Bulk earthworks	Infinite
Transportation assets		Swimming pools	50
Sealed roads: surface	15 to 20	Other open space/recreational assets	20
Sealed roads: structure	60 to 100	Other infrastructure	20
Unsealed roads	20 to 30		
Bridge: concrete	100		
Bridge: other	80		
Concrete road pavements	60		
Kerb, gutter and footpaths	40		

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.

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Notes to the Financial Statements

for the year ended 30 June 2023

C1-7 Infrastructure, property, plant and equipment (continued)

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. Where the Crown reserves are under a lease arrangement they are accounted for under AASB 16 Leases, refer to Note C2-1.

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".

These Rural Fire Service assets are recognised as assets of the Council in these financial statements.

C1-8 Other

Other assets

\$ '000	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Prepayments	72	-	94	-
Total other assets	72	-	94	-

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C2 Leasing activities

C2-1 Council as a lessee

Council has leases over a range of assets including infrastructure, office and IT equipment. Information relating to the leases in place and associated balances and transactions is provided below.

Terms and conditions of leases

Office equipment is leased over periods between two and five years with no residual value and equal monthly instalments.

Crown land is leased for between three and eight years with equal annual payments.

Office and IT equipment

Leases for office and IT equipment are generally for low value assets, except for significant items such as photocopiers. The leases are for between 2 and 5 years with no renewal option, the payments are fixed, however some of the leases include variable payments based on usage.

(a) Right of use assets

\$ '000	Plant & Equipment	Crown Land	Total
2023			
Opening balance at 1 July	48	130	178
Depreciation charge	(16)	(11)	(27)
Other movement	–	(1)	(1)
Balance at 30 June	32	118	150
2022			
Opening balance at 1 July	11	51	62
Additions to right-of-use assets	53	–	53
Adjustments to right-of-use assets due to re-measurement of lease liability	–	90	90
Depreciation charge	(16)	(11)	(27)
Balance at 30 June	48	130	178

(b) Lease liabilities

\$ '000	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Lease liabilities	19	141	23	160
Total lease liabilities	19	141	23	160

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C2-1 Council as a lessee (continued)

(c) (i) The maturity analysis

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

\$ '000	< 1 year	1 – 5 years	> 5 years	Total	Total per Statement of Financial Position
2023					
Cash flows	24	77	104	205	160
2022					
Cash flows	23	80	80	183	183

\$ '000	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Total lease liabilities relating to unrestricted assets	19	141	23	160
Total lease liabilities	19	141	23	160

(d) Income Statement

The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown below:

\$ '000	2023	2022
Interest on lease liabilities	6	7
Amortisation of right of use assets	27	27
Expenses relating to short-term leases	6	1
	39	35

(e) Statement of Cash Flows

Total cash outflow for leases	29	30
	29	30

Accounting policy

At inception of a contract, Council assesses whether a lease exists – i.e. does the contract convey the right to control the use of an identified asset for a period of time in exchange for consideration?

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

At the lease commencement, Council recognises a right-of-use asset and associated lease liability for the lease term. The lease term includes extension periods where Council believes it is reasonably certain that the option will be exercised.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives received. The right-

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C2-1 Council as a lessee (continued)

of-use asset is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

The lease liability is initially recognised at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Council's incremental borrowing rate for a similar term with similar security is used.

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is re-measured when there is a lease modification, or change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI).

Where the lease liability is re-measured, the right-of-use asset is adjusted to reflect the re-measurement.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Leases at significantly below market value / Concessionary leases

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3 Liabilities of Council

C3-1 Payables

\$ '000	2023		2022	
	Current	Non-current	Current	Non-current
Goods and services – operating expenditure	100	–	84	–
Accrued expenses:				
– Borrowings	12	–	8	–
– Salaries and wages	381	–	313	–
– Other expenditure accruals ¹	2,641	–	1,698	–
Security bonds, deposits and retentions	33	–	2	–
Retirement home contributions	3,325	–	2,720	–
Prepaid rates	178	–	145	–
TCS HCP liability	4	–	154	–
Total payables	6,674	–	5,124	–

(1) \$153k of workers compensation on-costs were reclassified to ELE provision in 2022 (see Note C3-4)

Current payables not anticipated to be settled within the next twelve months

\$ '000	2023	2022
The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Retirement home contributions	2,019	1,726
Total payables	2,019	1,726

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-2 Contract Liabilities

\$ '000	Notes	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Grants and contributions received in advance:					
Unexpended operating grants (received prior to performance obligation being satisfied) ⁱ	(i)	2,975	-	2,167	-
Unexpended capital grants (received prior to performance obligation being satisfied) ⁱⁱ	(ii)	1,793	-	3,416	-
Total grants received in advance		4,768	-	5,583	-
Total contract liabilities		4,768	-	5,583	-

(i) The contract liability relates to grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing

(ii) Council has received funding to construct assets, being road and water 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.

Revenue recognised that was included in the contract liability balance at the beginning of the period

\$ '000	2023	2022
Grants and contributions received in advance:		
Capital grants (to construct Council controlled assets)	-	40
Total revenue recognised that was included in the contract liability balance at the beginning of the period	-	40

Significant changes in contract liabilities

The significant increase in contract liabilities in this financial year relates to funding received for the provision of community aged care. This is a result of target outputs being unable to be met, partially due to affects of COVID-19 on service operations. Also, more capital grants have been received in advance for various capital projects.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-3 Borrowings

\$ '000	2023		2022	2022
	Current	Non-current	Current	Non-current
Loans – secured ¹	187	1,320	260	1,485
Total borrowings	187	1,320	260	1,485

(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 Note E1-1.

(a) Changes in liabilities arising from financing activities

\$ '000	2022		Non-cash movements				2023
	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	Closing balance
Loans – secured	1,745	(238)	–	–	–	–	1,507
Lease liability (Note C2-1b)	183	(23)	–	–	–	–	160
Total liabilities from financing activities	1,928	(261)	–	–	–	–	1,667

\$ '000	2021		Non-cash movements				2022
	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	Closing balance
Loans – secured	1,971	(226)	–	–	–	–	1,745
Lease liability (Note C2-1b)	64	(24)	–	–	–	143	183
Total liabilities from financing activities	2,035	(250)	–	–	–	143	1,928

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Notes to the Financial Statements

for the year ended 30 June 2023

C3-3 Borrowings (continued)

(b) Financing arrangements

\$ '000	2023	2022
Total facilities		
Bank overdraft facilities ¹	100	100
Credit cards/purchase cards	35	35
Total financing arrangements	135	135
Drawn facilities		
– Credit cards/purchase cards	8	8
Total drawn financing arrangements	8	8
Undrawn facilities		
– Bank overdraft facilities	100	100
– Credit cards/purchase cards	27	27
Total undrawn financing arrangements	127	127

Additional financing arrangements information**Breaches and defaults**

During the current and prior year, there were no defaults or breaches on any of the loans.

(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 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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-4 Employee benefit provisions

\$ '000	2023	2023	2022	2022
	Current	Non-current	Current	Non-current
Annual leave	680	-	701	-
Sick leave	51	-	53	-
Long service leave	1,568	102	1,532	153
Other leave ¹	259	-	198	-
Total employee benefit provisions	2,558	102	2,484	153

(1) \$153k of workers compensation on-costs accrued expenses were reclassified from payables (see Note C3-1) to other leave provision in 2022.

Current employee benefit provisions not anticipated to be settled within the next twelve months

\$ '000	2023	2022
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	1,377	1,568
	1,377	1,568

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 vested employees 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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-5 Provisions

\$ '000	2023 Current	2023 Non-Current	2022 Current	2022 Non-Current
Asset remediation/restoration:				
Asset remediation/restoration (future works)	–	3,795	–	3,690
Sub-total – asset remediation/restoration	–	3,795	–	3,690
Total provisions	–	3,795	–	3,690

Description of and movements in provisions

\$ '000	Other provisions	
	Asset remediation	Net carrying amount
as at 30/06/23		
At beginning of year	3,690	3,690
Unwinding of discount	132	132
Remeasurement effects	(27)	(27)
Total other provisions at end of year	3,795	3,795
as at 30/06/22		
At beginning of year	2,721	2,721
Unwinding of discount	35	35
Remeasurement effects	934	934
Total other provisions at end of year	3,690	3,690

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-5 Provisions (continued)

Nature and purpose of provisions

Asset remediation

Council has a legal/public obligation to make good, 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.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C4 Reserves

C4-1 Nature and purpose of reserves

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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 2023	Water 2023	Sewer 2023
Income from continuing operations			
Rates and annual charges	6,052	594	877
User charges and fees	4,914	565	63
Interest and investment revenue	552	91	56
Other revenues	588	–	–
Grants and contributions provided for operating purposes	11,817	15	14
Grants and contributions provided for capital purposes	4,882	362	(32)
Total income from continuing operations	28,805	1,627	978
Expenses from continuing operations			
Employee benefits and on-costs	10,264	310	198
Materials and services	4,853	643	362
Borrowing costs	218	–	–
Depreciation, amortisation and impairment of non-financial assets	5,170	479	407
Other expenses	560	–	–
Net losses from the disposal of assets	1,647	–	–
Total expenses from continuing operations	22,712	1,432	967
Operating result from continuing operations	6,093	195	11
Net operating result for the year	6,093	195	11
Net operating result attributable to each council fund	6,093	195	11
Net operating result for the year before grants and contributions provided for capital purposes	1,211	(167)	43

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

D1-2 Statement of Financial Position by fund

\$ '000	General 2023	Water 2023	Sewer 2023
ASSETS			
Current assets			
Cash and cash equivalents	(433)	2,359	1,616
Investments	20,765	-	-
Receivables	2,850	530	191
Inventories	324	-	-
Contract assets and contract cost assets	2,033	330	-
Other	72	-	-
Total current assets	25,611	3,219	1,807
Non-current assets			
Infrastructure, property, plant and equipment	257,060	17,399	20,476
Right of use assets	150	-	-
Total non-current assets	257,210	17,399	20,476
Total assets	282,821	20,618	22,283
LIABILITIES			
Current liabilities			
Payables	6,674	-	-
Contract liabilities	4,745	23	-
Lease liabilities	19	-	-
Borrowings	187	-	-
Employee benefit provision	2,558	-	-
Total current liabilities	14,183	23	-
Non-current liabilities			
Lease liabilities	141	-	-
Borrowings	1,320	-	-
Employee benefit provision	102	-	-
Provisions	3,795	-	-
Total non-current liabilities	5,358	-	-
Total liabilities	19,541	23	-
Net assets	263,280	20,595	22,283
EQUITY			
Accumulated surplus	71,743	7,697	11,962
Revaluation reserves	191,537	12,898	10,321
Council equity interest	263,280	20,595	22,283
Total equity	263,280	20,595	22,283

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

D2 Interests in other entities

D2-1 Subsidiaries, joint arrangements and associates not recognised

The following subsidiaries, joint arrangements and associates have not been recognised in this financial report.

New England Joint Organisation

The New England Joint Organisation (NEJO) is a body corporate which was proclaimed on 11 May 2018 under the Local Government Act 1993 with the legal capacity and powers of an individual. The principle functions of NEJO are to:

- Establish strategic regional priorities for the Joint Organisation Area and develop strategies and plans for delivering these priorities;
- Provide regional leadership for the Joint Organisation Area and to be an advocate for strategic regional priorities;
- Identify and take up opportunities for intergovernmental cooperation on matters relating to the Joint Organisation Area.

NEJO consists of seven voting member Councils located on the Highlands, Slopes and Plains of Northern New South Wales.

The Board consists of:

- The Mayors of each Member Council, who are entitled to one (1) vote at Meetings;
- A non-voting representative of the NSW Government, who is the Regional Director of the Department of Premier and Cabinet.

The role of the Board is to direct and control the affairs of NEJO. A decision of the Board supported by a majority at which a quorum is present is a decision of NEJO. Uralla Shire Council has a one-seventh voting right, and based on the above, does not have control, joint control or significant influence over decision making or the overall activities of the organisation.

In accordance with the NEJO Charter, Uralla Shire Council contributed zero in annual fees for the 2022-23 year towards the operation of the joint organisation.

New England Weeds Authority

New England Weeds Authority (NEWA) is the registered trading name of The New England Tablelands Noxious Plants County Council. NEWA is a single purpose Council which is a Local Control Authority for priority and invasive weeds under the NSW Biosecurity Act, 2015. The present area of operation of NEWA is the local government areas of Uralla Shire Council, Armidale Regional Council, Walcha Shire Council, and Glen Innes Severn Council (under a Memorandum of Understanding). These Councils are located in the Northern Tablelands region of New South Wales.

The County Council's governance is in accordance with the Local Government Act 1993 (LGA 1993) with the County Council first proclaimed in 1947.

NEWA is funded by contributions from its four Constituent Councils, grants and private works. Each Constituent Council has delegated its Noxious weeds control function to NEWA and contributes in accordance with NEWA's proclamation. NEWA's governing body consists of five Councillors elected by each of the Constituent Councils.

Council does not have control, joint control or significant influence over decision making or the overall activities of the organisation.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E Risks and accounting uncertainties

E1-1 Risks relating to financial instruments held

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.

Fair value is determined as follows:

- **Cash and cash equivalents, receivables, payables** – are estimated to be the carrying value that approximates market value.
- **Borrowings** – 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.

Council’s objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

Council’s finance area manages the cash and Investments portfolio.

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 it’s 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 investments 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.

(a) Market risk – interest rate and price risk

\$ '000	2023	2022
<p>The impact on results 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.</p>		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	226	142

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E1-1 Risks relating to financial instruments held (continued)

(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. Council also encourages ratepayers to pay their rates by the due date through incentives.

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.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

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 rates and annual charges			Total
	Not yet overdue	< 5 years	≥ 5 years	
2023				
Gross carrying amount	605	384	–	989
2022				
Gross carrying amount	525	262	–	787

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E1-1 Risks relating to financial instruments held (continued)

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	Overdue debts				Total
		0 - 30 days	31 - 60 days	61 - 90 days	> 91 days	
2023						
Gross carrying amount ¹	4,431	8	546	–	24	5,009
Expected loss rate (%)	0.00%	10.00%	8.50%	0.00%	70.00%	1.28%
ECL provision	–	1	46	–	17	64
2022						
Gross carrying amount ¹	3,267	77	383	7	67	3,801
Expected loss rate (%)	0.00%	10.00%	13.00%	50.00%	3.00%	1.66%
ECL provision	–	8	50	4	2	64

(1) Last year figures were adjusted to include contract assets in amount of \$1,094 thousand

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E1-1 Risks relating to financial instruments held (continued)

(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	payable in:			Total cash outflows	Actual carrying values
			≤ 1 Year	1 - 5 Years	> 5 Years		
2023							
Payables	0.00%	33	6,641	–	–	6,674	6,674
Borrowings	7.44%	280	823	904	–	2,007	1,507
Total financial liabilities		313	7,464	904	–	8,681	8,181
2022							
Payables	0.00%	2	5,275	–	–	5,277	5,124
Borrowings	6.94%	–	289	760	946	1,995	1,745
Total financial liabilities		2	5,564	760	946	7,272	6,869

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

– 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).

\$ '000	Notes	Fair value measurement hierarchy							
		Date of latest valuation		Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2023	2022	2023	2022	2023	2022	2023	2022
Recurring fair value measurements									
Infrastructure, property, plant and equipment C1-7									
		30/06/19	30/06/19	–	–	6,457	6,316	6,457	6,316
		30/06/19	30/06/19	–	–	90	54	90	54
		30/06/19	30/06/19	–	–	207	243	207	243
		30/06/23	30/06/18	–	–	3,493	1,988	3,493	1,988
		30/06/21	30/06/21	–	–	4,467	4,172	4,467	4,172
		30/06/23	30/06/18	–	–	20,033	15,141	20,033	15,141
		30/06/21	30/06/21	–	–	3,513	1,340	3,513	1,340
		30/06/20	30/06/20	–	–	100,504	93,162	100,504	93,162
		30/06/20	30/06/20	–	–	4,549	4,661	4,549	4,661
		30/06/20	30/06/20	–	–	30,878	29,039	30,878	29,039
		30/06/20	30/06/20	–	–	1,801	1,747	1,801	1,747
		30/06/20	30/06/20	–	–	73,965	69,836	73,965	69,836
		30/06/20	30/06/20	–	–	3,657	3,294	3,657	3,294
		01/07/22	30/06/17	–	–	15,272	13,428	15,272	13,428
		01/07/22	30/06/17	–	–	18,971	15,803	18,971	15,803
		30/06/14	30/06/14	–	–	90	90	90	90
		30/06/21	30/06/21	–	–	47	58	47	58
				–	–	287,994	260,372	287,994	260,372
				–	–	287,994	260,372	287,994	260,372

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:

Infrastructure, property, plant and equipment (IPPE)

Councils Plant & Equipment, Furniture and Fittings incorporates:

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Major Plant - trucks, tractors, graders, rollers and excavators
 Fleet Vehicles - cars, vans, utes etc.
 Minor Plant - chainsaw, brush cutters, mowers, concrete mixers.
 Furniture and Fittings - desks, chairs, display system.
 Office Equipment - computers, monitors, projectors, laptops

Plant equipment, office equipment and furniture & fittings are valued at cost but are disclosed at fair value in the notes. The carrying amount reflects the fair value of the asset due to the nature of the items as shown above

The unobservable Level 3 inputs used include:

Pattern of Consumption
 Useful Life
 Asset Condition
 Residual Value
 Gross Replacement Cost

There has been no change to the valuation process during the reporting period.

Land - Operational Land

Council's "Operational" land by definition has no special restriction other than those that may apply to any parcel of land. Fair value for operational land is obtained from an external valuer every 5 years.

Generally, fair value is the most advantageous price reasonably obtained by the seller and the most advantageous price reasonably obtained by buyer. This is not necessarily the market selling price of the asset rather, the maximum value that Council would rationally pay to acquire the asset, taking into account quoted market price in an active and liquid market, current market price of similar asset, cost of replacing an asset.

Criteria for this include: Land description and dimensions, planning and other constraints on development and the potential for alternative use (Valued by APV in June 2023).

The unobservable Level 3 inputs used include:

Rates per Square Metre
 Description of Land

The 'Market Approach' is used to value operational land. There has been no change to the valuation process during the reporting period.

Land Improvements

The cost approach is utilised, with asset values determined based on actual cost of construction and maintenance.

Any infrastructure constructed on improved land is separately valued.

Council carries fair value of land reserves using Level 3 Inputs

The unobservable Level 3 inputs used include:

Useful Life
 Asset Condition
 Asset Condition

The cost approach is used to value the land improvements. There has been no change to the valuation process during the reporting period.

Land - Community Land

Council's "Community" Land (including owned by Council, The Crown and various other Government Agencies that is managed by Council) by definition is land intended for public access and use or where other restrictions applying to the land create some obligation to maintain public access (such as a trust deed or dedication under section 94 of the EPA Act 1979). This gives

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

rise to the restriction in the Act, intended to preserve the qualities of the land. Community land is valued at Valuer General unimproved capital value (UCV) which takes into account highest and best use values. This land was revalued in 2021.

Community Land:
 Cannot be sold
 Cannot be leased, licensed, or any other estate granted over the land for more than 21 years
 Must have a plan of management for it.

Buildings

Council buildings includes Libraries, Public Amenities, Sporting Club, Kiosks and Amenities, Depot Building and Workshops, McMaugh's Aged Care Centre, Community Centre, Visitor Information Centre, Pre School, SES Shelter and others. Council carries fair value buildings using level 3 inputs. Valuations were carried out by external valuers - APV in June 2023 using the cost approach.

This approach estimates the replacement cost for each building by componentising the building into significant parts with different useful life and taking into account a range of factors.

Buildings are valued by applying a unit rate to a structure or a square metre rate to a building, based on its current replacement cost. These rates are derived from substantial analysis of construction costs by Council's valuer (Valued by AssetVal in March 2018). Each building is assigned a residual value. Further improvements could be achieved by componentising buildings.

The unobservable Level 3 inputs used include:

Pattern of Consumption	Future Economic Benefit
Useful Life	Residual Value
Asset Condition	Remaining useful life

The cost approach is used to value the Buildings. There has been no change to the valuation process during the reporting period.

Infrastructure - Roads

This asset class comprises the Road Carriageway, Bus Shelter, Car Parks, Guardrails, Kerb and Gutter, Suburb Markers, and Traffic Facilities.

The road carriageway is defined as the trafficable portion of a road, between but not including the kerb and gutter and would include any paved markers parking places along roadside.

Council's Asset Management System include condition assessment data for a 5 year cycle on sealed roads and routine inspections of unsealed roads. An asset condition assessment was carried out by Shepherd Asset Management Solutions during 2020.

To determine the unit cost of seals, Council used external professionals, Australis Asset Advisory Group and Vanguard Consulting Group, to provide unit rates and replacement cost for all road asset classes. Roads are componentised into road surface, base, sub-base and earthworks. Surface has been split into sealed and unsealed road components.

Council fair values road infrastructure assets using Level 3 inputs at a component level.

The Cost Approach is used to value roads by componentising the assets into significant parts and then rolling these component values up to provide an overall road valuation (for each road segment) within the Council Asset System.

The unobservable Level 3 inputs used include:

Pattern of Consumption	Asset Condition	Remaining useful life
Useful Life and Residual Value	Gross Replacement Cost	

The cost approach is used to value the Roads (Sealed and Unsealed). There has been no change in valuation technique from prior years.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Infrastructure- Footpaths

A footpath is defined as all footways (including those shared with a cycleway) sealed or non-sealed. Council has specification for dimensions of cycleway and pathways. A full assessment was undertaken in 2020 by external consultants Australis and Vanguard.

These inspections were carried out to comply with insurance protocols and to provide data for the revaluation that occurred during 2020. Current replacement costs are based on modern equivalent unit rates..

Councils fair values, footpaths, (non componentised) using Level 3 inputs

Pattern of Consumption
Useful Life
Asset Condition
Future Economic Benefit
Remaining useful life

The cost approach is used to value the Footpaths. There has been no change to the valuation process during the reporting period.

Infrastructure - Stormwater Drainage

Council's Drainage Assets comprises pits, culverts, open channels, headwalls and various type of water quality devices used to collect, store and remove stormwater. The 'Cost Approach' estimated the replacement cost for each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. Council has adopted useful life of between 75 and 125 years for its stormwater drainage assets.

Condition assessment for all stormwater drainage was carried out in 2020. All systems have been assessed as being satisfactory or better. A full assessment was undertaken in 2020 by external consultants Australis and Vanguard. Council carries fair value drainage assets (non-componentised) using Level 3 inputs.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life and Residual Value
Asset Condition
Gross Replacement Cost
Remaining useful life

The cost approach is used to value the Stormwater Drainage. There has been no change in valuation technique from prior years.

Infrastructure-Sewerage Network

Council's Sewerage Network consist of Sewer pipes, pump stations, treatment plant, telemetry system, manholes. Council carries fair values Sewerage Network Assets (non - componentised) using Level 3 inputs.

Council identifies 10 critical mains section each year for inspection; selection is based on the log of overflows, leakages or complaints. Data limitations therefore exist based upon sampling of inspections, lack of historical maintenance and complaint data. All asset components were assigned a residual value, useful life and remaining useful life, and were conditioned rated at time of valuation, with the condition rating determining the remaining useful life. A physical inspection of ground level assets was conducted and photographic evidence, including use of video, was collected of manholes and mains to support condition assessments.

Valuation was performed by Australis Asset Advisory Group on 1 July 2022.

The unobservable Level 3 inputs used include:

Useful Life
Asset Condition
Future Economic Benefit

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Remaining useful life

The cost approach is used to value the Sewerage Network. There has been no change to the valuation process during the reporting period.

Other Assets

Council's other assets comprise of Heritage Collections - Thunderbolts Painting and other miscellaneous assets. A valuation of the collection of Thunderbolts paintings was undertaken by A.N.G Art Consulting in August 2014 providing a reasonable estimate of the replacement value of each work based on current market prices for similar works by the same artist. The remaining 'Other assets' were revalued utilising indexation during 2021 including the swimming pool which is recognised separately in the infrastructure note. Council carries fair values of other assets using level 3 inputs.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life and Residual Value
Asset Condition
Gross Replacement Cost
Remaining useful life

The cost approach is used to value the Other Assets. There has been no change in valuation technique from prior year.

Infrastructure- Bridges

Council has 50 bridges/major culverts on local roads and 33 bridges/major culverts on regional roads. Of these, two bridges were replaced in 2017/18 with some additional work finalised in 2018/19.

All Council bridges are inspected by Council's qualified inspectors on a biannual program.

Council engaged an independent company to assess HML capacity on selected bridges in 2018-19.

Council used external professionals, Australis Asset Advisory Group and Vanguard Consulting Group, to provide unit rates and replacement cost for all bridges and culverts.

Bridges are componentised into bridges and major culverts, and culverts and drainage assets include both pits and pipes.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life and Residual Value

The cost approach is used to value the Bridges. There has been no change in valuation technique from previous years.

Infrastructure- Bulk Earthworks

Council Bulk Earthworks consists of cuttings, fill and levelling of earth and rocks.

Council used external professionals, Australis Asset Advisory Group and Vanguard Consulting Group, to provide unit rates and replacement cost for all earthworks.

The unobservable Level 3 inputs used include Unit Rates & Asset Condition.

The cost approach is used to value the Bulk Earthworks. There has been no change in valuation technique from prior years.

Infrastructure- Water Supply Network

Council's Water Network consist of Water pipes, pump stations, treatment plant, telemetry system and reservoirs
Council carries fair value Water Supply Network Assets (non-componentised) using Level 3 inputs.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Physical inspections were carried out with photographic evidence collected to support condition ratings. 100% of above ground infrastructure was inspected. Council identifies 10 critical mains sections each year for inspection; selection is based on the log of overflows, leakages or complaints. Data limitations therefore exist due to lack of records of historical maintenance and inspection and sampling of inspections. All asset components are assigned a residual value, useful life and remaining useful life, and were conditioned rated at time of revaluation, with the condition rating determining the useful life.

Valuation was performed by Australis Asset Advisory Group on 1 July 2022.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life

The cost approach is used to value the Water Network. There has been no change in valuation technique from prior years.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Fair value measurements using significant unobservable inputs (level 3)

The valuation process for level 3 fair value measurements

The valuation techniques prescribed by AASB 13 can be summarised as:

Cost approach - Valuation technique that reflects the amount what would be required to replace the service capacity of an asset (current replacement cost).

Income approach - Valuation technique that converts future amounts (cash inflow /outflows) to signal the current (i.e. discounted) amount. The fair value measurement is determined on the basis of the value indicated by current market expectations about these future amounts.

Market approach - Valuation technique that uses prices and other relevant information, generated by market transactions involving identical or comparable (similar) assets, liabilities or a group of assets and liabilities such as a business.

For the purpose of level 3 fair value measurement a Cost Approach was used for most assets except Land - Operational and Community where a market approach is required. The inputs used for this technique are:

- Pattern of consumption
- Residual Value
- Asset Condition
- Useful Life
- Unit Rates

Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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 8% of salaries for the year ending 30 June 2023 (increasing to 8.5% 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 \$20.0 million per annum for 1 January 2022 to 31 December 2024, apportioned according to each employer’s share of the accrued liabilities as at 30 June 2022. 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 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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E3-1 Contingencies (continued)

of outstanding additional 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.

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 2023 was \$70,371.82. The last valuation of the Scheme was performed by fund actuary, Richard Boyfield, FIAA as at 30 June 2022.

The amount of additional contributions included in the total employer contribution advised above is \$32,627.64. Council's expected contribution to the plan for the next annual reporting period is \$63,665.28.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2022 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,290.9	
Past Service Liabilities	2,236.1	102.4%
Vested Benefits	2,253.6	101.7%

* excluding other accumulation accounts and reserves in both assets and liabilities.

The share of any funding surplus or deficit that can be attributed to Council is 0.15%

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	6.0% per annum
Salary inflation	3.5% per annum
Increase in CPI	6.0% for FY 22/23 2.5% per annum thereafter

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 2023.

(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 June 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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E3-1 Contingencies (continued)

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.

(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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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	2023	2022
Compensation:		
Short-term benefits	-	845
Post-employment benefits	-	89
Total	-	934

Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of KMP using Council services (e.g. access to library or Council swimming pool) will not be disclosed.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

F1-2 Councillor and Mayoral fees and associated expenses

\$ '000	2023	2022
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	21	20
Councillors' fees	105	98
Other Councillors' expenses (including Mayor)	3	8
Total	129	126

F2 Other relationships

F2-1 Audit fees

\$ '000	2023	2022
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	83	54
Remuneration for audit and other assurance services	83	54
Total Auditor-General remuneration	83	54
Non NSW Auditor-General audit firms		
(i) Audit and other assurance services		
Other audit and assurance services	4	52
Remuneration for audit and other assurance services	4	52
Total remuneration of non NSW Auditor-General audit firms	4	52
Total audit fees	87	106

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G Other matters**G1-1 Statement of Cash Flows information**

Reconciliation of net operating result to cash provided from operating activities

\$ '000	2023	2022
Net operating result from Income Statement	6,299	4,756
Add / (less) non-cash items:		
Depreciation and amortisation	6,056	5,237
(Gain) / loss on disposal of assets	1,647	526
Non-cash capital grants and contributions	(250)	–
Unwinding of discount rates on reinstatement provisions	132	35
Movements in operating assets and liabilities and other cash items:		
(Increase) / decrease of receivables	(18)	(260)
(Increase) / decrease of inventories	2	(65)
(Increase) / decrease of other current assets	22	(13)
(Increase) / decrease of contract asset	(1,392)	123
Increase / (decrease) in payables	16	55
Increase / (decrease) in accrued interest payable	4	1
Increase / (decrease) in other accrued expenses payable	1,011	(137)
Increase / (decrease) in other liabilities	519	(597)
Increase / (decrease) in contract liabilities	(815)	3,368
Increase / (decrease) in employee benefit provision	23	(28)
Increase / (decrease) in other provisions	(27)	–
Net cash flows from operating activities	13,229	13,001

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G2-1 Commitments

Capital commitments (exclusive of GST)

\$ '000	2023	2022
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Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

Property, plant and equipment

Buildings	72	358
Plant and equipment	1,130	476
Bundarra Sewer Scheme	-	127
Road infrastructure	1,083	752
McMaugh Gardens works	16	179
Other	295	359
Total commitments	2,596	2,251

These expenditures are payable as follows:

Within the next year	2,596	2,251
Total payable	2,596	2,251

Sources for funding of capital commitments:

Unrestricted general funds	205	370
Future grants and contributions	1,261	1,405
Internally restricted reserves	1,130	476
Total sources of funding	2,596	2,251

G3-1 Events occurring after the reporting date

No matters have arisen subsequent to balance date that would require these financial statements to be amended.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G4 Statement of developer contributions as at 30 June 2023

G4-1 Summary of developer contributions

\$ '000	Opening balance at 1 July 2022	Contributions received during the year				Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2023	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other						
Roads	686	44	-	-	23	-	-	753	-	
Traffic facilities	20	1	-	-	-	-	-	21	-	
Community facilities	83	1	-	-	3	-	-	87	-	
Other	60	1	-	-	3	-	-	64	-	
S7.11 contributions – under a plan	849	47	-	-	29	-	-	925	-	
S7.12 levies – under a plan	60	126	-	-	4	-	-	190	-	
Total S7.11 and S7.12 revenue under plans	909	173	-	-	33	-	-	1,115	-	
Total contributions	909	173	-	-	33	-	-	1,115	-	

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.

Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2023

G4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2022	Contributions received during the year				Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2023	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other						
CONTRIBUTION PLAN – RURAL INVERGOWRIE										
Roads	97	-	-	-	3	-	-	100	-	
Traffic facilities	20	1	-	-	-	-	-	21	-	
Community facilities	83	1	-	-	3	-	-	87	-	
Other	55	1	-	-	3	-	-	59	-	
Total	255	3	-	-	9	-	-	267	-	
CONTRIBUTION PLAN – RURAL										
Other	5	-	-	-	-	-	-	5	-	
Total	5	-	-	-	-	-	-	5	-	
CONTRIBUTION PLAN – DCP ROAD MAINTENANCE ROYALTIES										
Roads	589	44	-	-	20	-	-	653	-	
Total	589	44	-	-	20	-	-	653	-	
S7.12 Levies – under a plan										
S7.12 LEVIES - UNDER A PLAN										
Other	60	126	-	-	4	-	-	190	-	
Total	60	126	-	-	4	-	-	190	-	

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G5 Statement of performance measures

G5-1 Statement of performance measures – consolidated results

\$ '000	Amounts 2023	Indicator 2023	Indicators 2022 2021		Benchmark
1. Operating performance ratio					
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	2,734	10.44%	(2.17)%	(8.92)%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹	26,198				
2. Own source operating revenue ratio					
Total continuing operating revenue excluding all grants and contributions ¹	14,352	45.69%	57.52%	55.42%	> 60.00%
Total continuing operating revenue ¹	31,410				
3. Unrestricted current ratio					
Current assets less all external restrictions	11,710	1.94x	2.59x	2.22x	> 1.50x
Current liabilities less specific purpose liabilities	6,035				
4. Debt service cover ratio					
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	9,008	18.85x	13.46x	11.26x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	478				
5. Rates and annual charges outstanding percentage					
Rates and annual charges outstanding	1,052	12.49%	10.54%	9.00%	< 10.00%
Rates and annual charges collectable	8,424				
6. Cash expense cover ratio					
Current year's cash and cash equivalents plus all term deposits	3,542	2.40	11.83	11.88	> 3.00
Monthly payments from cash flow of operating and financing activities	1,474	months	months	months	months

(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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G5-2 Statement of performance measures by fund

\$ '000	General Indicators ³		Water Indicators		Sewer Indicators		Benchmark
	2023	2022	2023	2022	2023	2022	
1. Operating performance ratio							
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	11.95%	(1.14)%	(13.20)%	(36.20)%	4.26%	16.11%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹							
2. Own source operating revenue ratio							
Total continuing operating revenue excluding capital grants and contributions ¹	42.03%	50.55%	76.83%	81.85%	101.84%	25.62%	> 60.00%
Total continuing operating revenue ¹							
3. Unrestricted current ratio							
Current assets less all external restrictions	1.94x	2.59x	139.96x	60.06x	∞	∞	> 1.50x
Current liabilities less specific purpose liabilities							
4. Debt service cover ratio							
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	17.25x	12.17x	∞	∞	∞	∞	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)							
5. Rates and annual charges outstanding percentage							
Rates and annual charges outstanding	12.46%	9.30%	12.88%	22.56%	12.37%	11.16%	< 10.00%
Rates and annual charges collectable							
6. Cash expense cover ratio							
Current year's cash and cash equivalents plus all term deposits	(0.32) months	10.89 months	29.70 months	26.01 months	34.63 months	16.52 months	> 3.00 months
Monthly payments from cash flow of operating and financing activities							

(1) - (2) Refer to Notes at Note G6-1 above.

(3) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

Uralla Shire Council

End of the audited financial statements
for the year ended 30 June 2023

End of the audited financial statements

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

H Additional Council disclosures (unaudited)

H1-1 Council information and contact details

Principal place of business:

32 Salisbury Street
Uralla NSW 2358

Contact details**Mailing Address:**

PO Box 106
Uralla NSW 2358

Opening hours:

8:30am - 1:00pm
2:00pm to 4:30pm
Monday to Friday

Telephone: 02 6778 6300

Facsimile: 02 6778 6349

Internet: <http://www.uralla.nsw.gov.au/>

Email: council@uralla.nsw.gov.au

Officers**Interim General Manager**

Toni Averay

Responsible Accounting Officer

Mustaq Ahammed

Public Officer

Ms Nathalie Heaton

Auditors

Audit Office of NSW
Level 19, Darling Park Tower 2,
201 Sussex Street,
Sydney NSW 2000

Elected members**Mayor**

Robert Bell

Councillors

Cr Robert Crouch
Cr Tim Bower
Cr Sarah Burrows
Cr Leanne Doran
Cr Bruce McMullen
Cr Lone Petrov
Cr Tom O'Connor
Cr Tara Toomey

Other information

ABN: 55 868 272 018

Uralla Shire Council

Consolidated Financial Statements

for the year ended 30 June 2023

Independent Auditor's Reports:

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).

Uralla Shire Council

Consolidated Financial Statements

for the year ended 30 June 2023

Independent Auditor's Reports: (continued)

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).

Uralla Shire Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2023



Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2023

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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).

Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2023

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
- 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 26 September 2023.

Robert Bell
Mayor
26 September 2023

Robert Crouch
Councillor
26 September 2023

Toni Averay
Interim General Manager
26 September 2023

Mustaq Ahammed
Responsible Accounting Officer
26 September 2023

Uralla Shire Council

Income Statement of water supply business activity

for the year ended 30 June 2023

\$ '000	2023	2022
Income from continuing operations		
Access charges	594	554
User charges	565	520
Interest and investment income	91	26
Grants and contributions provided for operating purposes	15	16
Total income from continuing operations	1,265	1,116
Expenses from continuing operations		
Employee benefits and on-costs	310	413
Materials and services	643	652
Depreciation, amortisation and impairment	479	451
Other expenses	-	4
Total expenses from continuing operations	1,432	1,520
Surplus (deficit) from continuing operations before capital amounts	(167)	(404)
Grants and contributions provided for capital purposes	362	228
Surplus (deficit) from continuing operations after capital amounts	195	(176)
Surplus (deficit) from all operations before tax	195	(176)
Surplus (deficit) after tax	195	(176)
Plus accumulated surplus	7,502	7,678
Closing accumulated surplus	7,697	7,502
Return on capital %	(1.0)%	(2.8)%
Subsidy from Council	866	939
Calculation of dividend payable:		
Surplus (deficit) after tax	195	(176)
Less: capital grants and contributions (excluding developer contributions)	(362)	(228)

Uralla Shire Council

Income Statement of sewerage business activity
for the year ended 30 June 2023

\$ '000	2023	2022
Income from continuing operations		
Access charges	877	834
User charges	63	63
Interest and investment income	56	16
Grants and contributions provided for operating purposes	14	12
Total income from continuing operations	1,010	925
Expenses from continuing operations		
Employee benefits and on-costs	198	306
Materials and services	362	180
Depreciation, amortisation and impairment	407	269
Net loss from the disposal of assets	-	16
Other expenses	-	5
Total expenses from continuing operations	967	776
Surplus (deficit) from continuing operations before capital amounts	43	149
Grants and contributions provided for capital purposes	(32)	2,638
Surplus (deficit) from continuing operations after capital amounts	11	2,787
Surplus (deficit) from all operations before tax	11	2,787
Less: corporate taxation equivalent (25%) [based on result before capita]	(11)	(37)
Surplus (deficit) after tax	-	2,750
Plus accumulated surplus	11,951	9,164
Plus adjustments for amounts unpaid:		
- Corporate taxation equivalent	11	37
Closing accumulated surplus	11,962	11,951
Return on capital %	0.2%	0.9%
Subsidy from Council	780	468
Calculation of dividend payable:		
Surplus (deficit) after tax	-	2,750
Less: capital grants and contributions (excluding developer contributions)	32	(2,638)
Surplus for dividend calculation purposes	32	112
Potential dividend calculated from surplus	16	56

Uralla Shire Council

Income Statement of McMaugh Gardens

for the year ended 30 June 2023

\$ '000	2023 Category 2	2022 Category 2
Income from continuing operations		
User charges	1,022	953
Interest and investment income	106	16
Grants and contributions provided for operating purposes	2,786	2,001
Other income	14	16
Total income from continuing operations	3,928	2,986
Expenses from continuing operations		
Employee benefits and on-costs	2,518	2,272
Borrowing costs	6	7
Materials and services	1,066	729
Depreciation, amortisation and impairment	233	211
Net loss from the disposal of assets	2	-
Total expenses from continuing operations	3,825	3,219
Surplus (deficit) from continuing operations before capital amounts	103	(233)
Grants and contributions provided for capital purposes	228	54
Surplus (deficit) from continuing operations after capital amounts	331	(179)
Surplus (deficit) from all operations before tax	331	(179)
Less: corporate taxation equivalent (25%) [based on result before capita]	(26)	-
Surplus (deficit) after tax	305	(179)
Plus accumulated surplus	3,606	3,785
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	26	-
Closing accumulated surplus	3,937	3,606
Return on capital %	1.8%	(4.7)%
Subsidy from Council	133	401

Uralla Shire Council

Statement of Financial Position of water supply business activity

as at 30 June 2023

\$ '000	2023	2022
ASSETS		
Current assets		
Cash and cash equivalents	2,359	17
Investments	–	2,300
Receivables	530	420
Contract assets and contract cost assets	330	86
Total current assets	3,219	2,823
Non-current assets		
Infrastructure, property, plant and equipment	17,399	14,631
Total non-current assets	17,399	14,631
Total assets	20,618	17,454
LIABILITIES		
Current liabilities		
Contract liabilities	23	47
Total current liabilities	23	47
Total liabilities	23	47
Net assets	20,595	17,407
EQUITY		
Accumulated surplus	7,697	7,502
Revaluation reserves	12,898	9,905
Total equity	20,595	17,407

Uralla Shire Council

Statement of Financial Position of sewerage business activity

as at 30 June 2023

\$ '000	2023	2022
ASSETS		
Current assets		
Cash and cash equivalents	1,616	98
Investments	-	600
Receivables	191	133
Contract assets and contract cost assets	-	605
Total current assets	1,807	1,436
Non-current assets		
Infrastructure, property, plant and equipment	20,476	16,855
Total non-current assets	20,476	16,855
Total assets	22,283	18,291
Net assets	22,283	18,291
EQUITY		
Accumulated surplus	11,962	11,951
Revaluation reserves	10,321	6,340
Total equity	22,283	18,291

Uralla Shire Council

Statement of Financial Position of McMaugh Gardens

as at 30 June 2023

\$ '000	2023 Category 2	2022 Category 2
ASSETS		
Current assets		
Cash and cash equivalents	4,208	41
Investments	-	3,300
Receivables	117	82
Total current assets	4,325	3,423
Non-current assets		
Infrastructure, property, plant and equipment	6,031	4,771
Total non-current assets	6,031	4,771
Total assets	10,356	8,194
LIABILITIES		
Current liabilities		
Payables	3,332	2,729
Total current liabilities	3,332	2,729
Non-current liabilities		
Payables	18	23
Total non-current liabilities	18	23
Total liabilities	3,350	2,752
Net assets	7,006	5,442
EQUITY		
Accumulated surplus	3,937	3,606
Revaluation reserves	3,069	1,836
Total equity	7,006	5,442

Uralla Shire Council

Significant Accounting Policies

for the year ended 30 June 2023

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 2021* (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)

(a) McMaugh Gardens Aged Care Centre

Comprising the operations and net assets of the 36 bed aged care facility "McMaugh Gardens Aged Care Centre" in King Street, Uralla.

Category 2

(where gross operating turnover is less than \$2 million)

(b) Uralla Shire Council Combined Water Supplies

Comprising the operations and net assets of the water supply systems servicing the towns of Uralla and Bundarra, each of which were established as separate Special Rate Funds.

(c) Uralla Shire Council Combined Sewerage Fund

Comprising the operations and net assets of the sewerage reticulation and treatment system servicing the town of Uralla and the treatment system that is to be constructed in Bundarra and which was established as a Special Rate Fund.

Uralla Shire Council

Significant Accounting Policies

for the year ended 30 June 2023

Note – Significant Accounting Policies (continued)

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):

Notional rate applied (%)

Corporate income tax rate – **25%** (21/22 25%)

Land tax – the first \$969,000 of combined land values attracts **0%**. For the combined land values in excess of \$969,000 up to \$5,925,000 the rate is **\$100 + 1.6%**. For the remaining combined land value that exceeds \$5,925,000 a premium marginal rate of **2.0%** applies.

Payroll tax – **5.45%** on the value of taxable salaries and wages in excess of \$1,200,000.

In accordance with section 4 of Department of Planning and Environment (DPE) – Water's regulatory and assurance framework, 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 regulatory and assurance framework as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the Act.

Achievement of substantial compliance to sections 3 and 4 of DPE – Water's regulatory and assurance framework 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 relevant corporate income tax rate, currently 25% (21/22 25%).

Income tax is only applied where a gain from ordinary activities before capital amounts has been achieved. Since the taxation equivalent is notional – that is, it is payable to the '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 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.

continued on next page

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Uralla Shire Council

Significant Accounting Policies

for the year ended 30 June 2023

Note – Significant Accounting Policies (continued)

(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.

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 4.02% at 30/6/23.

(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 Department of Industry – 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 2023 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with the Department of Industry – Water guidelines a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the Department of Industry – Water.

Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2023

Uralla Shire Council

SPECIAL SCHEDULES
for the year ended 30 June 2023



Uralla Shire Council

Special Schedules

for the year ended 30 June 2023

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Uralla Shire Council

Permissible income for general rates

\$ '000	Notes	Calculation 2022/23	Calculation 2023/24
Notional general income calculation ¹			
Last year notional general income yield	a	4,112	4,226
Plus or minus adjustments ²	b	(1)	-
Notional general income	c = a + b	4,111	4,226
Permissible income calculation			
Or rate peg percentage	e	2.50%	2.00%
Or plus rate peg amount	i = e x (c + g)	103	85
Sub-total	k = (c + g + h + i + j)	4,214	4,311
Plus (or minus) last year's carry forward total	l	(4)	(16)
Sub-total	n = (l + m)	(4)	(16)
Total permissible income	o = k + n	4,210	4,295
Less notional general income yield	p	4,226	-
Catch-up or (excess) result	q = o - p	(16)	4,294
Carry forward to next year ⁶	t = q + r + s	(16)	4,294

Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916 (NSW)*.
- (6) Carry-forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

Permissible income for general rates

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Uralla Shire Council

Report on infrastructure assets as at 30 June 2023

Asset Class	Asset Category	Estimated cost to bring assets to satisfactory standard \$ '000	Estimated cost to bring assets to agreed level of service set by Council \$ '000	2022/23 Required maintenance ^a \$ '000	2022/23 Actual maintenance \$ '000	Net carrying amount \$ '000	Gross replacement cost (GRC) \$ '000	Assets in condition as a percentage of gross replacement cost				
								1	2	3	4	5
Buildings	Buildings – non-specialised	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	20,030	–	0.0%	0.0%	0.0%	0.0%	0.0%
Other structures	Other structures	–	–	–	–	3,513	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	3,513	–	0.0%	0.0%	0.0%	0.0%	0.0%
Water supply network	Water supply network	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	15,272	–	0.0%	0.0%	0.0%	0.0%	0.0%
Sewerage network	Sewerage network	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	18,971	–	0.0%	0.0%	0.0%	0.0%	0.0%
Stormwater drainage	Stormwater drainage	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	3,657	–	0.0%	0.0%	0.0%	0.0%	0.0%
Open space / recreational assets	Swimming pools	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Other	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Total – all assets	–	–	–	–	168,087	–	0.0%	0.0%	0.0%	0.0%	0.0%

(a) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

1 Excellent/very good No work required (normal maintenance)
2 Good Only minor maintenance work required
3 Satisfactory Maintenance work required

4 Poor Renewal required
5 Very poor Urgent renewal/upgrading required

Uralla Shire Council

Report on infrastructure assets as at 30 June 2023

Infrastructure asset performance indicators (consolidated) *

\$ '000	Amounts	Indicator	Indicators		Benchmark
	2023	2023	2022	2021	
Buildings and infrastructure renewals ratio					
Asset renewals ¹	—	0.00%	73.09%	79.31%	>= 100.00%
Depreciation, amortisation and impairment	2,362				
Infrastructure backlog ratio					
Estimated cost to bring assets to a satisfactory standard	—	0.00%	3.81%	2.77%	< 2.00%
Net carrying amount of infrastructure assets	172,619				
Asset maintenance ratio					
Actual asset maintenance	—	∞	91.25%	95.10%	> 100.00%
Required asset maintenance	—				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	—	∞	3.41%	3.49%	
Gross replacement cost	—				

(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Uralla Shire Council

Report on infrastructure assets as at 30 June 2023

Infrastructure asset performance indicators (by fund)

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2023	2022	2023	2022	2023	2022	
Buildings and infrastructure renewals ratio							
Asset renewals ¹							
Depreciation, amortisation and impairment	0.00%	86.47%	0.00%	0.00%	0.00%	0.00%	>= 100.00%
Infrastructure backlog ratio							
Estimated cost to bring assets to a satisfactory standard							
Net carrying amount of infrastructure assets	0.00%	4.16%	0.00%	4.38%	0.00%	0.56%	< 2.00%
Asset maintenance ratio							
Actual asset maintenance							
Required asset maintenance	∞	89.71%	∞	105.11%	∞	100.83%	> 100.00%
Cost to bring assets to agreed service level							
Estimated cost to bring assets to an agreed service level set by Council							
Gross replacement cost	∞	3.92%	∞	0.77%	∞	0.00%	

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Uralla Shire Council

ANNUAL FINANCIAL STATEMENTS
for the year ended 30 June 2023



Uralla Shire Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2023



Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2023

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Overview

Uralla Shire Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

32 Salisbury Street
Uralla NSW 2358

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.uralla.nsw.gov.au.

Uralla Shire Council

Consolidated Financial Statements

for the year ended 30 June 2023

Understanding Council's Financial Statements

Introduction

Each year NSW local governments are required to present audited financial statements to their council and community.

What you will find in the Statements

The financial statements set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2023.

The format of the financial statements is standard across all NSW Councils and complies with both the accounting and reporting requirements of Australian Accounting Standards and requirements as set down by the Office of Local Government.

About the Councillor/Management Statement

The financial statements must be certified by senior staff as 'presenting fairly' the Council's financial results for the year and are required to be adopted by Council – ensuring both responsibility for and ownership of the financial statements.

About the Primary Financial Statements

The financial statements incorporate five "primary" financial statements:

1. The Income Statement

Summarises Council's financial performance for the year, listing all income and expenses. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

2. The Statement of Comprehensive Income

Primarily records changes in the fair value of Council's Infrastructure, property, plant and equipment.

3. The Statement of Financial Position

A 30 June snapshot of Council's financial position indicating its assets, liabilities and "net wealth".

4. The Statement of Changes in Equity

The overall change for the year (in dollars) of Council's "net wealth".

5. The Statement of Cash Flows

Indicates where Council's cash came from and where it was spent. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

About the Notes to the Financial Statements

The Notes to the Financial Statements provide greater detail and additional information on the five primary financial statements.

About the Auditor's Reports

Council's financial statements are required to be audited by the NSW Audit Office.

In NSW the auditor provides 2 audit reports:

1. an opinion on whether the financial statements present fairly the Council's financial performance and position, and
2. their observations on the conduct of the audit, including commentary on the Council's financial performance and financial position.

Who uses the Financial Statements?

The financial statements are publicly available documents and must be presented at a Council meeting between seven days and five weeks after the date of the audit report.

The public can make submissions to Council up to seven days subsequent to the public presentation of the financial statements.

Council is required to forward an audited set of financial statements to the Office of Local Government.

Uralla Shire Council

Consolidated Financial Statements

for the year ended 30 June 2023

Statement by Councillors and Management made pursuant to Section 413(2)(c) 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 26 September 2023.

Robert Bell
Mayor
26 September 2023

Robert Crouch
Councillor
26 September 2023

Toni Averay
Interim General Manager
26 September 2023

Mustaq Ahammed
Responsible Accounting Officer
26 September 2023

Uralla Shire Council

Statement of Comprehensive Income

for the year ended 30 June 2023

\$ '000	Notes	2023	2022
Net operating result for the year – from Income Statement		6,299	4,756
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	25,121	23,990
Total items which will not be reclassified subsequently to the operating result		25,121	23,990
Total other comprehensive income for the year		25,121	23,990
Total comprehensive income for the year attributable to Council		31,420	28,746

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

Uralla Shire Council

Statement of Financial Position

as at 30 June 2023

\$ '000	Notes	2023	2022
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	3,542	2,637
Investments	C1-2	20,765	17,312
Receivables	C1-4	3,571	3,553
Inventories	C1-5	324	326
Contract assets and contract cost assets	C1-6	2,363	971
Other	C1-8	72	94
Total current assets		30,637	24,893
Non-current assets			
Infrastructure, property, plant and equipment (IPPE)	C1-7	294,935	268,629
Right of use assets	C2-1	150	178
Total non-current assets		295,085	268,807
Total assets		325,722	293,700
LIABILITIES			
Current liabilities			
Payables	C3-1	6,674	5,124
Contract liabilities	C3-2	4,768	5,583
Lease liabilities	C2-1	19	23
Borrowings	C3-3	187	260
Employee benefit provisions	C3-4	2,558	2,484
Total current liabilities		14,206	13,474
Non-current liabilities			
Lease liabilities	C2-1	141	160
Borrowings	C3-3	1,320	1,485
Employee benefit provisions	C3-4	102	153
Provisions	C3-5	3,795	3,690
Total non-current liabilities		5,358	5,488
Total liabilities		19,564	18,962
Net assets		306,158	274,738
EQUITY			
Accumulated surplus	C4-1	91,402	85,103
IPPE revaluation reserve	C4-1	214,756	189,635
Council equity interest		306,158	274,738
Total equity		306,158	274,738

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

Uralla Shire Council

Statement of Changes in Equity

for the year ended 30 June 2023

\$ '000	Notes	2023			2022		
		Accumulated surplus	IPPE revaluation reserve	Total equity	Accumulated surplus	IPPE revaluation reserve	Total equity
Opening balance at 1 July		85,103	189,635	274,738	80,347	165,645	245,992
Net operating result for the year		6,299	–	6,299	4,756	–	4,756
Net operating result for the period		6,299	–	6,299	4,756	–	4,756
Other comprehensive income							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	–	25,121	25,121	–	23,990	23,990
Other comprehensive income		–	25,121	25,121	–	23,990	23,990
Total comprehensive income		6,299	25,121	31,420	4,756	23,990	28,746
Closing balance at 30 June		91,402	214,756	306,158	85,103	189,635	274,738

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

Uralla Shire Council

Statement of Cash Flows

for the year ended 30 June 2023

Original unaudited budget 2023	\$ '000	Notes	Actual 2023	Actual 2022
Cash flows from operating activities				
<i>Receipts:</i>				
7,388	Rates and annual charges		7,354	7,126
4,913	User charges and fees		5,776	4,954
275	Interest received		413	125
11,044	Grants and contributions		15,246	17,848
–	Bonds, deposits and retentions received		31	–
551	Other		179	1,261
<i>Payments:</i>				
(11,218)	Payments to employees		(10,681)	(10,664)
(6,137)	Payments for materials and services		(6,372)	(6,324)
(62)	Borrowing costs		(82)	(75)
(519)	Other		1,365	(1,250)
6,235	Net cash flows from operating activities	G1-1	13,229	13,001
Cash flows from investing activities				
<i>Receipts:</i>				
1,847	Sale of investments		17,591	3,300
–	Proceeds from sale of IPPE		4	336
<i>Payments:</i>				
–	Purchase of investments		(20,974)	(6,505)
(8,011)	Payments for IPPE		(8,615)	(10,330)
(6,164)	Net cash flows from investing activities		(11,994)	(13,199)
Cash flows from financing activities				
<i>Receipts:</i>				
–	Proceeds from retirement home contributions		1,585	1,321
<i>Payments:</i>				
(237)	Repayment of borrowings		(238)	(226)
–	Principal component of lease payments		(22)	(24)
–	Repayment of retirement home contributions		(1,655)	(1,669)
(237)	Net cash flows from financing activities		(330)	(598)
(166)	Net change in cash and cash equivalents		905	(796)
948	Cash and cash equivalents at beginning of year		2,637	3,433
782	Cash and cash equivalents at end of year	C1-1	3,542	2,637
–	plus: Investments on hand at end of year	C1-2	20,765	17,312
782	Total cash, cash equivalents and investments		24,307	19,949

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

Uralla Shire Council

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

A About Council and these financial statements

A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 26 September 2023. 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 2021 (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 C1-7
- 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 – refer Note C1-4.
- ii. Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* – refer to Notes B2-2 – B2-4.
- iii. Determination of the lease term, discount rate (when not implicit in the lease) and whether an arrangement contains a lease – refer to Note C2-1.

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.

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Notes to the Financial Statements

for the year ended 30 June 2023

A1-1 Basis of preparation (continued)

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

- General purpose operations
- Water service
- Sewerage service
- McMaugh Gardens Aged Care Centre

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.

A separate statement of monies held in the Trust Fund is available for inspection at the council office by any person free of charge.

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 uses volunteers in a number of its activities including at the Visitor Information Centre, McMaugh Gardens and Tablelands Community Transport. These services are not considered material and have therefore not been recognised in the income statement.

COVID-19

The outbreak of the Novel Coronavirus (COVID-19), declared by the World Health Organisation as a "Global Pandemic" on 11 March 2020, has impacted global financial markets. Travel restrictions have been implemented by many countries. For the financial year ended 30 June 2023 Council did not identify any potential material adjustments required to be done as a result of the pandemic.

Even though the pandemic had a widespread effect on slowing down economies around the world, as at 30 June 2023 it is hard to predict any significant future implications on Council's business.

Council's business operations remain on the same pattern. Council is not aware of any post balance sheet date events which would result in separate disclosures or adjustments to the 30 June 2023 financial results. Hence, 30 June 2023 financial statements were prepared on a going concern basis.

Domestic and international situation

Widespread volatility caused by international and domestic events in 2022 (war in Ukraine, natural disasters in NSW and nationwide, etc.) has significantly impacted supply chains, labour costs and inflation. With continuing changes in material costs, labour shortages and supply issues there has been a significant increases in amount of discussion and data regarding changes in construction costs.

Commodity prices including key construction materials have seen significant increases over the last 3 years. As a result of assessment done, council had performed indexation of its infrastructure assets to ensure their carrying amount is not materially different to fair value as at 30 June 2022.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

A1-1 Basis of preparation (continued)

Rise of the cost of living continued in 2023 financial year. This caused another indexation of infrastructure assets values as at the end of June 2023 (see Note C1-7). Management keeps monitoring ongoing developments on the international and Australian markets and the impact they may have on the financial results and position of the council.

New accounting standards and interpretations issued but not yet effective

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 2023 reporting period.

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

As at the date of authorisation of these financial statements Council does not consider that any of these new (and still to be applied) standards and interpretations are likely to have a material impact on the Council's future financial statements, financial position, financial performance or cash flows.

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 the first time at 30 June 2023.

None of the newly adopted standards had a material impact on Council's reported financial position, financial performance and/or associated financial statement disclosures.

Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2023

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	
	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022
Functions or activities										
Our Society	-	7,223	-	8,326	-	(1,103)	-	2,890	-	20,999
Our Economy	-	6,050	-	8,222	-	(2,172)	-	5,681	-	219,650
Our Environment	-	7,146	-	4,840	-	2,306	-	2,865	-	45,108
Our Leadership	-	7,892	-	2,167	-	5,725	-	3,031	-	7,943
Other	-	-	-	-	-	-	17,058	-	325,722	-
Total functions and activities	-	28,311	-	23,555	-	4,756	17,058	14,467	325,722	293,700

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B1-2 Components of functions or activities

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

Our Society

Includes public libraries; sporting grounds and venues; swimming pools; parks; gardens; other sporting, recreational and cultural services; public cemeteries; public conveniences; other community amenities, aged person facilities, services for disabled persons, migrants and Indigenous persons; youth services. Includes Council's RFS and emergency services costs, fire protection, emergency services, enforcement of regulations and animal control.

Our Economy

Includes community centres and halls, including public halls; building control; quarries and pits; urban local, urban regional, sealed and unsealed roads, bridges, footpaths and parking areas; street cleaning; tourism and area promotion; industrial development promotion; real estate development; street lighting and town planning;

Our Environment

Includes noxious plants and insect/vermin control; other environmental protection; solid waste management, including domestic waste; other waste management; water and sewer services; other sanitation; drainage and stormwater management.

Our Leadership

Includes costs relating to Council's role as a component of democratic government, including elections, members' fees and expenses, subscriptions to local authority associations, meetings of Council and policymaking committees, public disclosure (e.g. GIPA), and legislative compliance. Also includes all administrative costs such as finance, human resources, information technology, governance and customer support. Also includes camping areas and caravan parks.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2 Sources of income

B2-1 Rates and annual charges

\$ '000	2023	2022
Ordinary rates		
Residential	1,694	1,647
Farmland	2,425	2,360
Business	108	104
Less: pensioner rebates (mandatory)	(91)	(95)
Rates levied to ratepayers	4,136	4,016
Pensioner rate subsidies received	48	53
Total ordinary rates	4,184	4,069
Annual charges (pursuant to s496, 496A, 496B, 501 & 611)		
Domestic waste management services	732	710
Stormwater management services	33	33
Water supply services	622	584
Sewerage services	903	859
Waste management services (non-domestic)	82	85
Environmental	1,009	974
Less: pensioner rebates (mandatory)	(92)	(97)
Annual charges levied	3,289	3,148
Pensioner annual charges subsidies received:		
– Water	15	16
– Sewerage	14	15
– Domestic waste management	21	22
Total annual charges	3,339	3,201
Total rates and annual charges	7,523	7,270

Council has used 2022 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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-2 User charges and fees

\$ '000	2023	2022
Specific user charges (per s502 - specific 'actual use' charges)		
Water supply services	561	520
Sewerage services	49	63
Waste management services (non-domestic)	234	202
Total specific user charges	844	785
Other user charges and fees		
(i) Fees and charges – statutory and regulatory functions (per s608)		
Inspection services	59	48
Private works – section 67	23	429
Regulatory/ statutory fees	–	2
Registration fees	6	2
Section 10.7 certificates (EP&A Act)	21	25
Section 603 certificates	15	20
Town planning	124	121
Total fees and charges – statutory/regulatory	248	647
(ii) Fees and charges – other (incl. general user charges (per s608))		
Aged care	1,022	953
Caravan park	112	116
Cemeteries	46	47
Community centres	8	8
Sundry sales	48	48
Swimming centres	33	17
Tourism	2	1
Waste disposal tipping fees	121	170
Water and sewer connection fees	24	8
Kamillaroi aged and disability services – contract service fees	1	1
Scrap metal sales	280	5
Tablelands community support options – client contributions	113	162
Tablelands community support options – contract service fees	2,615	2,577
Tablelands community transport	22	384
Other	3	3
Total fees and charges – other	4,450	4,500
Total other user charges and fees	4,698	5,147
Total user charges and fees	5,542	5,932
Timing of revenue recognition for user charges and fees		
User charges and fees recognised over time (1)	4,333	3,530
User charges and fees recognised at a point in time (2)	1,209	2,402
Total user charges and fees	5,542	5,932

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-2 User charges and fees (continued)

Accounting policy

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, 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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-3 Other revenues

\$ '000	2023	2022
Rental income – investment property	117	118
Fines	8	4
Commissions and agency fees	8	7
Diesel rebate	86	106
Insurance claims recoveries	119	127
Recycling income (non-domestic)	18	61
Sales – general	26	24
Donations received	8	6
Other reimbursements	132	13
Other sundry income	11	15
Staff FBT contributions	51	17
Other	4	11
Total other revenue	588	509
Timing of revenue recognition for other revenue		
Other revenue recognised over time (1)	–	–
Other revenue recognised at a point in time (2)	588	509
Total other revenue	588	509

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-4 Grants and contributions

\$ '000	Operating 2023	Operating 2022	Capital 2023	Capital 2022
General purpose grants and non-developer contributions (untied)				
General purpose (untied)				
Current year allocation				
Financial assistance – general component	540	727	–	–
Financial assistance – local roads component	284	761	–	–
Payment in advance - future year allocation				
Financial assistance – general component	2,163	1,482	–	–
Financial assistance – local roads component	1,166	806	–	–
Amount recognised as income during current year	4,153	3,776	–	–
Special purpose grants and non-developer contributions (tied)				
Cash contributions				
Water supplies ¹	268	181	–	–
Sewerage services	–	–	(32)	2,638
Drought Communities Extension Program	–	–	114	25
Community care	–	18	–	–
Employment and training programs	4	11	–	–
Library	74	80	–	–
Recreation and culture	2	20	–	–
Street lighting	–	14	–	–
Stronger Country Communities Fund	–	–	1,363	65
Regional NSW Planning Portal Scheme	25	80	–	–
Transport (other roads and bridges funding)	2,552	46	3,011	2,266
Transport (roads to recovery)	149	889	–	–
Drought Stimulus Package	–	–	428	133
Recreation and culture	200	–	–	–
Public Spaces Legacy Program	–	–	–	130
Black Summer Bushfire Recovery program	–	–	–	47
Crown Reserves Improvement Fund	–	–	–	46
Bushfire Local Economic Recovery Fund	–	–	–	46
Transport for NSW contributions (regional roads, block grant)	1,058	992	78	375
McMaugh gardens aged care – subsidies	2,786	2,001	–	–
Tablelands community transport – subsidies	403	439	–	–
Total special purpose grants and non-developer contributions – cash	7,521	4,771	4,962	5,771
Non-cash contributions				
Bushfire services	–	–	250	–
Total other contributions – non-cash	–	–	250	–
Total special purpose grants and non-developer contributions (tied)	7,521	4,771	5,212	5,771
Total grants and non-developer contributions	11,674	8,547	5,212	5,771
Comprising:				
– Commonwealth funding	9,000	1,666	1,120	916
– State funding	2,674	6,881	4,092	4,855
	11,674	8,547	5,212	5,771

(1) The groundwater project grant was reclassified in 2022 from capital to operating grants (\$186 thousand).

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-4 Grants and contributions (continued)

Developer contributions

\$ '000	Notes	Operating 2023	Operating 2022	Capital 2023	Capital 2022
Developer contributions: (s7.4 & s7.11 - EP&A Act, s64 of the LGA):	G4				
Cash contributions					
S 7.11 – contributions towards amenities/services		46	89	–	–
S 7.12 – fixed development consent levies		126	60	–	–
Total developer contributions – cash		172	149	–	–
Total developer contributions		172	149	–	–
Total contributions		172	149	–	–
Total grants and contributions		11,846	8,696	5,212	5,771
Timing of revenue recognition for grants and contributions					
Grants and contributions recognised over time (1)		4,274	3,432	1,555	465
Grants and contributions recognised at a point in time (2)		7,572	5,264	3,657	5,306
Total grants and contributions		11,846	8,696	5,212	5,771

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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 2023	Operating 2022	Capital 2023	Capital 2022
Unspent grants and contributions				
Unspent funds at 1 July	2,808	2,364	3,089	808
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	760	-	-	431
Add: Funds received and not recognised as revenue in the current year	-	1,193	1,793	1,850
Less: Funds recognised as revenue in previous years that have been spent during the reporting year	(862)	-	(431)	-
Less: Funds received in prior year but revenue recognised and funds spent in current year	(1,946)	(749)	(979)	-
Unspent funds at 30 June	760	2,808	3,472	3,089
Contributions				
Unspent funds at 1 July	909	755	-	-
Add: contributions recognised as revenue in the reporting year but not yet spent in accordance with the conditions	206	154	-	-
Less: contributions recognised as revenue in previous years that have been spent during the reporting year	-	-	-	-
Unspent contributions at 30 June	1,115	909	-	-

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.

The performance obligations vary according to the agreement but include achieving milestones associated with constructing an asset or delivering specific outcomes established in an agreement. 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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B2-4 Grants and contributions (continued)

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).

While Council generally incorporates these amounts as part of a Development Consent 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.

B2-5 Interest and investment income

\$ '000	2023	2022
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	56	48
– Cash and investments	643	85
Total interest and investment income (losses)	699	133

Accounting policy

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B3 Costs of providing services**B3-1** Employee benefits and on-costs

\$ '000	2023	2022
Salaries and wages	8,384	8,483
Employee leave entitlements (ELE)	1,831	1,466
Superannuation – defined contribution plans	974	913
Superannuation – defined benefit plans	29	47
Workers' compensation insurance	563	609
Fringe benefit tax (FBT)	13	13
Training costs (other than salaries and wages)	111	82
Travel expenses	24	20
Other	4	15
Total employee costs	11,933	11,648
Less: capitalised costs	(1,161)	(981)
Total employee costs expensed	10,772	10,667
Number of 'full-time equivalent' employees (FTE) at year end	126	121
Number of 'full-time equivalent' employees (FTE) at year end (incl. vacancies)	139	133

Accounting policy

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

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.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B3-2 Materials and services

\$ '000	Notes	2023	2022
Raw materials and consumables		4,545	7,621
Contractor costs		6,733	8,091
Audit Fees	F2-1	87	106
Councillor and Mayoral fees and associated expenses	F1-2	129	126
Advertising		6	6
Bank charges		31	31
Computer software charges		13	5
Election expenses		4	–
Electricity and heating		255	159
Insurance		386	340
Postage		29	33
Printing and stationery		38	38
Street lighting		41	28
Subscriptions and publications		115	94
Telephone and communications		71	71
Internet and other communication		6	5
Licences		103	119
Motor vehicle registration fees		56	54
Other fees and charges		1	–
Other expenses		5	7
Volunteer reimbursements		2	1
Legal expenses:			
– Legal expenses: other		8	19
Expenses from short-term leases		6	1
Other		–	1
Total materials and services		12,670	16,956
Less: capitalised costs		(6,812)	(10,358)
Total materials and services		5,858	6,598

Accounting policy

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B3-3 Borrowing costs

\$ '000	Notes	2023	2022
(i) Interest bearing liability costs			
Interest on leases		6	7
Interest on loans		80	69
Total interest bearing liability costs		86	76
Total interest bearing liability costs expensed		86	76
(ii) Other borrowing costs			
Amortisation of discounts			
– Remediation liabilities	C3-5	132	35
Total other borrowing costs		132	35
Total borrowing costs expensed		218	111

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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

\$ '000	Notes	2023	2022 ¹
Depreciation and amortisation			
Plant and equipment		925	663
Office equipment		23	34
Furniture and fittings		38	47
Infrastructure:	C1-7		
– Buildings – non-specialised		732	617
– Other structures ¹		259	234
– Sealed roads structure		1,653	1,610
– Unsealed roads		679	722
– Bridges		444	407
– Footpaths		50	43
– Stormwater drainage		49	49
– Water supply network		443	419
– Sewerage network		385	255
Right of use assets	C2-1	27	27
Other assets:			
– Other		2	2
Reinstatement, rehabilitation and restoration assets:			
– Tip assets	C1-7	347	108
Total gross depreciation and amortisation costs		6,056	5,237
Total depreciation and amortisation costs		6,056	5,237
Total depreciation, amortisation and impairment for non-financial assets		6,056	5,237

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.

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).

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.

(1) Depreciation for swimming pools and open space assets was reclassified to depreciation of other structures in 2022.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B3-5 Other expenses

\$ '000	2023	2022
Other		
Donations, contributions and assistance to other organisations (Section 356)	560	416
Total other expenses	560	416

Accounting policy

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

Impairment expenses are recognised when identified.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B4 Gains or losses

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

\$ '000	Notes	2023	2022
Gain (or loss) on disposal of property (excl. investment property)			
Less: carrying amount of property assets sold/written off		-	(120)
Gain (or loss) on disposal		-	(120)
Gain (or loss) on disposal of plant and equipment			
Proceeds from disposal – plant and equipment	C1-7	4	336
Less: carrying amount of plant and equipment assets sold/written off		(33)	(187)
Gain (or loss) on disposal		(29)	149
Gain (or loss) on disposal of infrastructure			
Less: carrying amount of infrastructure assets sold/written off	C1-7	(1,618)	(555)
Gain (or loss) on disposal		(1,618)	(555)
Gain (or loss) on disposal of investments			
Proceeds from disposal/redemptions/maturities – investments	C1-2	17,591	3,300
Less: carrying amount of investments sold/redeemed/matured		(17,591)	(3,300)
Gain (or loss) on disposal		-	-
Net gain (or loss) from disposal of assets		(1,647)	(526)

Accounting policy

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B5 Performance against budget

B5-1 Material budget variations

Council's original budget was adopted by the Council on 28 June 2022 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	2023 Budget	2023 Actual	2023 ----- Variance -----	
Revenues				
Rates and annual charges	7,399	7,523	124	2% F
User charges and fees	4,896	5,542	646	13% F
Other revenues	539	588	49	9% F
Operating grants and contributions	8,281	11,846	3,565	43% F
Significant amount of unexpected disaster recovery grants received in 2023. Furthermore, council received 100% of FAG 2024 allocation in 2023 financial year.				
Capital grants and contributions	2,750	5,212	2,462	90% F
Interest and investment revenue	262	699	437	167% F
Interest rates increase continued in 2023.				
Expenses				
Employee benefits and on-costs	11,222	10,772	450	4% F
Materials and services	6,136	5,858	278	5% F
Borrowing costs	60	218	(158)	(263)% U
Interest rates continued in 2023.				
Depreciation, amortisation and impairment of non-financial assets	5,299	6,056	(757)	(14)% U
Effect of significant indexation of infrastructure assets in 2022.				
Other expenses	428	560	(132)	(31)% U
One-off events and promotional donations in 2023.				
Net losses from disposal of assets	-	1,647	(1,647)	∞ U
Paper-based effect of write-off of undepreciated components of renewed assets. No effect on cash position and hard to budget.				

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

B5-1 Material budget variations (continued)

\$ '000	2023 Budget	2023 Actual	2023 ----- Variance -----	
Statement of cash flows				
Cash flows from operating activities	6,235	13,229	6,994	112% F
In line with increase in operating grants. Unexpected inflow of disaster recovery grants and receipt of 100% allocation of 2024 FAG.				
Cash flows from investing activities	(6,164)	(11,994)	(5,830)	95% U
Cash flows from financing activities	(237)	(330)	(93)	39% U
Due to unexpectedly higher increase of interest rates.				

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C Financial position**C1 Assets we manage****C1-1 Cash and cash equivalents**

\$ '000	2023	2022
Cash assets		
Cash on hand and at bank	52	64
Cash equivalent assets		
– Deposits at call	3,490	2,573
Total cash and cash equivalents	3,542	2,637
Reconciliation of cash and cash equivalents		
Total cash and cash equivalents per Statement of Financial Position	3,542	2,637
Balance as per the Statement of Cash Flows	3,542	2,637

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C1-2 Financial investments

\$ '000	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Debt securities at amortised cost				
Term deposits	20,765	-	17,312	-
Total	20,765	-	17,312	-
Total financial investments	20,765	-	17,312	-
Total cash assets, cash equivalents and investments	24,307	-	19,949	-

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.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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

\$ '000	2023	2022
(a) Externally restricted cash, cash equivalents and investments		
Total cash, cash equivalents and investments	24,307	19,949
Less: Externally restricted cash, cash equivalents and investments	<u>(17,876)</u>	<u>(13,972)</u>
Cash, cash equivalents and investments not subject to external restrictions	6,431	5,977
External restrictions		
External restrictions – included in liabilities		
External restrictions included in cash, cash equivalents and investments above comprise:		
Specific purpose unexpended grants – general fund	1,770	2,925
Specific purpose unexpended grants – water fund	23	–
TCT and TCS payables	1,447	626
TCS and TCT contract liabilities	2,975	2,658
Specific purpose unexpended loans – general	487	491
McMaugh gardens resident bonds	3,325	2,720
Trusts and deposits	31	–
External restrictions – included in liabilities	10,058	9,420
External restrictions – other		
External restrictions included in cash, cash equivalents and investments above comprise:		
Developer contributions – general	1,115	909
Specific purpose unexpended grants (recognised as revenue) – general fund	2,439	314
Water fund	2,336	2,317
Sewer fund	1,616	698
Stormwater management	312	314
External restrictions – other	7,818	4,552
Total external restrictions	17,876	13,972

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

\$ '000	2023	2022
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(b) Internal allocations

Cash, cash equivalents and investments not subject to external restrictions	6,431	5,977
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Less: Internally restricted cash, cash equivalents and investments	(5,632)	(5,123)
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Unrestricted and unallocated cash, cash equivalents and investments	799	854
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Internal allocations

At 30 June, Council has internally allocated funds to the following:

Plant and vehicle replacement	210	713
Employees leave entitlement	800	763
FAGS received in advance	3,328	2,288
Tip Remediation	1,265	949
Waste management consultancy	8	8
Strategic development	20	84
InfoCouncil implementation	1	26
K&G - Roman street	-	63
GIS project	-	11
WMS implementation	-	193
Budget review	-	25
Total internal allocations	5,632	5,123

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

\$ '000	2023	2022
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(c) Unrestricted and unallocated

Unrestricted and unallocated cash, cash equivalents and investments	799	854
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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C1-4 Receivables

\$ '000	2023		2022	
	Current	Non-current	Current	Non-current
Rates and annual charges	989	–	787	–
Interest and extra charges	63	–	58	–
User charges and fees	510	–	373	–
Private works	7	–	378	–
Accrued revenues				
– Interest on investments	324	–	43	–
– Other income accruals	253	–	–	–
Government grants and subsidies	796	–	1,441	–
Net GST receivable	369	–	242	–
Resident contributions	117	–	82	–
Other debtors	207	–	213	–
Total	3,635	–	3,617	–
Less: provision for impairment				
Other debtors	(64)	–	(64)	–
Total provision for impairment – receivables	(64)	–	(64)	–
Total net receivables	3,571	–	3,553	–

\$ '000	2023	2022
Movement in provision for impairment of receivables		
Balance at the beginning of the year (calculated in accordance with AASB 139)	64	64
Balance at the end of the year	64	64

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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 estimating ECL, 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.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

When considering the ECL for rates and annual charges 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.

Credit losses are measured at 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.

Council writes off a 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, or when the receivables are over 5 years past due, whichever occurs first.

None of the receivables that have been written off are subject to enforcement activity.

Where 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.

C1-5 Inventories

\$ '000	2023	2023	2022	2022
	Current	Non-current	Current	Non-current
(i) Inventories at cost				
Stores and materials	324	–	326	–
Total inventories at cost	324	–	326	–
Total inventories	324	–	326	–

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C1-6 Contract assets and Contract cost assets

\$ '000	2023 Current	2022 Current
Contract assets	2,363	971
Total contract assets and contract cost assets	2,363	971

Accounting policy**Contract assets**

Contract assets represent Councils 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.

Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2023

C1-7 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2022			Asset movements during the reporting period							At 30 June 2023		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	3,232	–	3,232	–	3,623	–	–	(2,324)	–	–	4,532	–	4,532
Plant and equipment	10,656	(4,340)	6,316	53	711	(33)	(925)	85	250	–	11,681	(5,224)	6,457
Office equipment	780	(726)	54	–	63	–	(23)	–	–	–	848	(753)	95
Furniture and fittings	1,121	(878)	243	–	–	–	(38)	–	–	–	1,125	(915)	210
Land													
– Operational land	1,988	–	1,988	–	–	–	–	–	–	1,506	3,493	–	3,493
– Community land	2,346	–	2,346	–	–	–	–	–	1,826	298	4,467	–	4,467
– Crown land	1,826	–	1,826	–	–	–	–	–	(1,826)	–	–	–	–
Infrastructure													
– Buildings – non-specialised	31,418	(16,277)	15,141	–	70	–	(732)	46	–	5,506	34,282	(14,252)	20,030
– Other structures ³	2,508	(1,168)	1,340	–	–	–	(259)	–	2,249	170	6,406	(2,893)	3,513
– Sealed roads structure	131,181	(38,019)	93,162	3,599	37	(1,460)	(1,654)	1,428	–	5,398	141,561	(41,057)	100,504
– Unsealed roads	18,807	(14,146)	4,661	271	–	(90)	(679)	151	–	235	19,954	(15,405)	4,549
– Bridges	45,471	(16,432)	29,039	2	–	(23)	(444)	614	–	1,691	48,450	(17,572)	30,878
– Footpaths	2,305	(558)	1,747	–	–	–	(50)	–	–	101	2,442	(641)	1,801
– Bulk earthworks (non-depreciable)	69,836	–	69,836	–	–	–	–	–	–	4,130	73,965	–	73,965
– Stormwater drainage	4,551	(1,257)	3,294	211	–	(45)	(49)	–	–	246	4,892	(1,235)	3,657
– Water supply network ²	30,984	(17,556)	13,428	–	–	–	(443)	–	–	2,287	36,468	(21,196)	15,272
– Sewerage network ²	22,750	(6,947)	15,803	–	–	–	(385)	–	–	3,553	25,808	(6,837)	18,971
– Swimming pools ³	896	(697)	199	–	–	–	–	–	(199)	–	–	–	–
– Other open space/recreational assets ³	2,684	(634)	2,050	–	–	–	–	–	(2,050)	–	–	–	–
Other assets													
– Heritage collections	90	–	90	–	–	–	–	–	–	–	90	–	90
– Other	83	(25)	58	–	–	–	(2)	–	–	–	75	(28)	47
Reinstatement, rehabilitation and restoration assets (refer Note C3-5)													
– Tip assets	3,457	(681)	2,776	–	–	–	(347)	–	(27)	–	3,432	(1,028)	2,404
Total infrastructure, property, plant and equipment	388,970	(120,341)	268,629	4,136	4,504	(1,651)	(6,030)	–	223	25,121	423,971	(129,036)	294,935

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

(2) Effect of revaluation increment includes effect of comprehensive revaluation on 1 July 2022 and indexation on 30 June 2023

(3) Opening balances of swimming pools and open space assets were reclassified to other structures.

(4) Crown land as a class was reclassified to community land.

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Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2023

C1-7 Infrastructure, property, plant and equipment (continued)

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 ¹	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	6,670	–	6,670	2,383	–	(16)	–	(5,801)	–	–	3,232	–	3,232
Plant and equipment	9,885	(4,269)	5,616	–	1,550	(187)	(663)	–	–	–	10,656	(4,340)	6,316
Office equipment	770	(692)	78	–	6	–	(34)	4	–	–	780	(726)	54
Furniture and fittings	1,118	(830)	288	4	–	–	(47)	–	–	–	1,121	(878)	243
Land													
– Operational land	1,402	–	1,402	–	–	–	–	–	446	140	1,988	–	1,988
– Community land	2,538	–	2,538	–	–	–	–	–	(446)	254	2,346	–	2,346
– Crown land	1,660	–	1,660	–	–	–	–	–	–	166	1,826	–	1,826
Infrastructure													
– Buildings – non-specialised	26,275	(13,496)	12,779	51	278	(118)	(617)	679	–	2,089	31,418	(16,277)	15,141
– Other structures	1,754	(1,017)	737	–	214	(2)	(234)	339	–	111	2,508	(1,168)	1,340
– Bridges	40,964	(14,397)	26,567	–	–	–	(407)	–	–	2,879	45,471	(16,432)	29,039
– Footpaths	1,972	(460)	1,512	–	93	–	(43)	13	–	172	2,305	(558)	1,747
– Bulk earthworks (non-depreciable)	62,549	–	62,549	71	111	(36)	–	220	–	6,921	69,836	–	69,836
– Stormwater drainage	4,253	(1,125)	3,128	–	–	–	(49)	1	–	214	4,551	(1,257)	3,294
– Water supply network	29,304	(16,184)	13,120	–	–	–	(419)	–	–	727	30,984	(17,556)	13,428
– Sewerage network	14,184	(6,318)	7,866	–	3,983	–	(255)	3,771	–	438	22,750	(6,947)	15,803
– Sealed roads structure	116,633	(33,038)	83,595	506	907	(461)	(1,610)	774	341	9,232	131,181	(38,019)	93,162
– Swimming pools	822	(608)	214	–	–	–	–	–	–	16	896	(697)	199
– Other open space/recreational assets	2,462	(437)	2,025	–	–	–	–	–	–	169	2,684	(634)	2,050
– Unsealed roads	17,207	(12,208)	4,999	169	–	(42)	(722)	–	(341)	462	18,807	(14,146)	4,661
Other assets													
– Heritage collections	90	–	90	–	–	–	–	–	–	–	90	–	90
– Other	83	(23)	60	–	–	–	(2)	–	–	–	83	(25)	58
Reinstatement, rehabilitation and restoration assets (refer Note 11)													
– Tip assets	2,526	(572)	1,954	–	–	–	(108)	–	934	–	3,457	(681)	2,776
Total infrastructure, property, plant and equipment	345,121	(105,674)	239,447	3,184	7,142	(862)	(5,210)	–	934	23,990	388,970	(120,341)	268,629

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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 Planning, Industry and Environment - 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. 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 20	Playground equipment	5 to 15
Office furniture	5 to 20	Benches, seats etc.	10 to 20
Computer equipment	4	Other open space recreational assets	10 to 100
Vehicles, trucks and utilities	5 to 10		
Dozers, graders and rollers	10	Buildings	
Other plant and equipment	10	Buildings: masonry	50 to 100
		Buildings: other	20 to 40
Water and sewer assets		Stormwater assets	
Dams and reservoirs	100	Drains	75 to 125
Water & Sewer Treatment Plants	70 to 100	Culverts	75 to 125
Reticulation pipes: PVC	70 to 115	Flood control structures	75 to 125
Reticulation pipes: other	25 to 75		
Pumps and telemetry	15 to 20		
Meters & Water Plant	10		
Water Mains	80 to 100	Other infrastructure assets	
Sewer Mains	70 to 100	Bulk earthworks	Infinite
Transportation assets		Swimming pools	50
Sealed roads: surface	15 to 20	Other open space/recreational assets	20
Sealed roads: structure	60 to 100	Other infrastructure	20
Unsealed roads	20 to 30		
Bridge: concrete	100		
Bridge: other	80		
Concrete road pavements	60		
Kerb, gutter and footpaths	40		

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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C1-7 Infrastructure, property, plant and equipment (continued)

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. Where the Crown reserves are under a lease arrangement they are accounted for under AASB 16 Leases, refer to Note C2-1.

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".

These Rural Fire Service assets are recognised as assets of the Council in these financial statements.

C1-8 Other

Other assets

\$ '000	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Prepayments	72	-	94	-
Total other assets	72	-	94	-

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C2 Leasing activities

C2-1 Council as a lessee

Council has leases over a range of assets including infrastructure, office and IT equipment. Information relating to the leases in place and associated balances and transactions is provided below.

Terms and conditions of leases

Office equipment is leased over periods between two and five years with no residual value and equal monthly instalments.

Crown land is leased for between three and eight years with equal annual payments.

Office and IT equipment

Leases for office and IT equipment are generally for low value assets, except for significant items such as photocopiers. The leases are for between 2 and 5 years with no renewal option, the payments are fixed, however some of the leases include variable payments based on usage.

(a) Right of use assets

\$ '000	Plant & Equipment	Crown Land	Total
2023			
Opening balance at 1 July	48	130	178
Depreciation charge	(16)	(11)	(27)
Other movement	-	(1)	(1)
Balance at 30 June	32	118	150
2022			
Opening balance at 1 July	11	51	62
Additions to right-of-use assets	53	-	53
Adjustments to right-of-use assets due to re-measurement of lease liability	-	90	90
Depreciation charge	(16)	(11)	(27)
Balance at 30 June	48	130	178

(b) Lease liabilities

\$ '000	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Lease liabilities	19	141	23	160
Total lease liabilities	19	141	23	160

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C2-1 Council as a lessee (continued)

(c) (i) The maturity analysis

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

\$ '000	< 1 year	1 – 5 years	> 5 years	Total	Total per Statement of Financial Position
2023					
Cash flows	24	77	104	205	160
2022					
Cash flows	23	80	80	183	183

\$ '000	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Total lease liabilities relating to unrestricted assets	19	141	23	160
Total lease liabilities	19	141	23	160

(d) Income Statement

The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown below:

\$ '000	2023	2022
Interest on lease liabilities	6	7
Amortisation of right of use assets	27	27
Expenses relating to short-term leases	6	1
	39	35

(e) Statement of Cash Flows

Total cash outflow for leases	29	30
	29	30

Accounting policy

At inception of a contract, Council assesses whether a lease exists – i.e. does the contract convey the right to control the use of an identified asset for a period of time in exchange for consideration?

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

At the lease commencement, Council recognises a right-of-use asset and associated lease liability for the lease term. The lease term includes extension periods where Council believes it is reasonably certain that the option will be exercised.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives received. The right-

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C2-1 Council as a lessee (continued)

of-use asset is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

The lease liability is initially recognised at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Council's incremental borrowing rate for a similar term with similar security is used.

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is re-measured when there is a lease modification, or change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI).

Where the lease liability is re-measured, the right-of-use asset is adjusted to reflect the re-measurement.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Leases at significantly below market value / Concessionary leases

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3 Liabilities of Council

C3-1 Payables

\$ '000	2023		2022	
	Current	Non-current	Current	Non-current
Goods and services – operating expenditure	100	–	84	–
Accrued expenses:				
– Borrowings	12	–	8	–
– Salaries and wages	381	–	313	–
– Other expenditure accruals ¹	2,641	–	1,698	–
Security bonds, deposits and retentions	33	–	2	–
Retirement home contributions	3,325	–	2,720	–
Prepaid rates	178	–	145	–
TCS HCP liability	4	–	154	–
Total payables	6,674	–	5,124	–

(1) \$153k of workers compensation on-costs were reclassified to ELE provision in 2022 (see Note C3-4)

Current payables not anticipated to be settled within the next twelve months

\$ '000	2023	2022
The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Retirement home contributions	2,019	1,726
Total payables	2,019	1,726

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-2 Contract Liabilities

\$ '000	Notes	2023 Current	2023 Non-current	2022 Current	2022 Non-current
Grants and contributions received in advance:					
Unexpended operating grants (received prior to performance obligation being satisfied) ⁱ	(i)	2,975	-	2,167	-
Unexpended capital grants (received prior to performance obligation being satisfied) ⁱⁱ	(ii)	1,793	-	3,416	-
Total grants received in advance		4,768	-	5,583	-
Total contract liabilities		4,768	-	5,583	-

(i) The contract liability relates to grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing

(ii) Council has received funding to construct assets, being road and water 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.

Revenue recognised that was included in the contract liability balance at the beginning of the period

\$ '000	2023	2022
Grants and contributions received in advance:		
Capital grants (to construct Council controlled assets)	-	40
Total revenue recognised that was included in the contract liability balance at the beginning of the period	-	40

Significant changes in contract liabilities

The significant increase in contract liabilities in this financial year relates to funding received for the provision of community aged care. This is a result of target outputs being unable to be met, partially due to affects of COVID-19 on service operations. Also, more capital grants have been received in advance for various capital projects.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-3 Borrowings

\$ '000	2023		2022	2022
	Current	Non-current	Current	Non-current
Loans – secured ¹	187	1,320	260	1,485
Total borrowings	187	1,320	260	1,485

(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 Note E1-1.

(a) Changes in liabilities arising from financing activities

\$ '000	2022		Non-cash movements				2023
	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	Closing balance
Loans – secured	1,745	(238)	–	–	–	–	1,507
Lease liability (Note C2-1b)	183	(23)	–	–	–	–	160
Total liabilities from financing activities	1,928	(261)	–	–	–	–	1,667

\$ '000	2021		Non-cash movements				2022
	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	Closing balance
Loans – secured	1,971	(226)	–	–	–	–	1,745
Lease liability (Note C2-1b)	64	(24)	–	–	–	143	183
Total liabilities from financing activities	2,035	(250)	–	–	–	143	1,928

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-3 Borrowings (continued)

(b) Financing arrangements

\$ '000	2023	2022
Total facilities		
Bank overdraft facilities ¹	100	100
Credit cards/purchase cards	35	35
Total financing arrangements	135	135
Drawn facilities		
– Credit cards/purchase cards	8	8
Total drawn financing arrangements	8	8
Undrawn facilities		
– Bank overdraft facilities	100	100
– Credit cards/purchase cards	27	27
Total undrawn financing arrangements	127	127

Additional financing arrangements information**Breaches and defaults**

During the current and prior year, there were no defaults or breaches on any of the loans.

(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 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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-4 Employee benefit provisions

\$ '000	2023	2023	2022	2022
	Current	Non-current	Current	Non-current
Annual leave	680	–	701	–
Sick leave	51	–	53	–
Long service leave	1,568	102	1,532	153
Other leave ¹	259	–	198	–
Total employee benefit provisions	2,558	102	2,484	153

(1) \$153k of workers compensation on-costs accrued expenses were reclassified from payables (see Note C3-1) to other leave provision in 2022.

Current employee benefit provisions not anticipated to be settled within the next twelve months

\$ '000	2023	2022
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	1,377	1,568
	1,377	1,568

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 vested employees 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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-5 Provisions

\$ '000	2023 Current	2023 Non-Current	2022 Current	2022 Non-Current
Asset remediation/restoration:				
Asset remediation/restoration (future works)	–	3,795	–	3,690
Sub-total – asset remediation/restoration	–	3,795	–	3,690
Total provisions	–	3,795	–	3,690

Description of and movements in provisions

\$ '000	Other provisions	
	Asset remediation	Net carrying amount
as at 30/06/23		
At beginning of year	3,690	3,690
Unwinding of discount	132	132
Remeasurement effects	(27)	(27)
Total other provisions at end of year	3,795	3,795
as at 30/06/22		
At beginning of year	2,721	2,721
Unwinding of discount	35	35
Remeasurement effects	934	934
Total other provisions at end of year	3,690	3,690

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C3-5 Provisions (continued)

Nature and purpose of provisions

Asset remediation

Council has a legal/public obligation to make good, 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.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

C4 Reserves

C4-1 Nature and purpose of reserves

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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 2023	Water 2023	Sewer 2023
Income from continuing operations			
Rates and annual charges	6,052	594	877
User charges and fees	4,914	565	63
Interest and investment revenue	552	91	56
Other revenues	588	–	–
Grants and contributions provided for operating purposes	11,817	15	14
Grants and contributions provided for capital purposes	4,882	362	(32)
Total income from continuing operations	28,805	1,627	978
Expenses from continuing operations			
Employee benefits and on-costs	10,264	310	198
Materials and services	4,853	643	362
Borrowing costs	218	–	–
Depreciation, amortisation and impairment of non-financial assets	5,170	479	407
Other expenses	560	–	–
Net losses from the disposal of assets	1,647	–	–
Total expenses from continuing operations	22,712	1,432	967
Operating result from continuing operations	6,093	195	11
Net operating result for the year	6,093	195	11
Net operating result attributable to each council fund	6,093	195	11
Net operating result for the year before grants and contributions provided for capital purposes	1,211	(167)	43

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

D1-2 Statement of Financial Position by fund

\$ '000	General 2023	Water 2023	Sewer 2023
ASSETS			
Current assets			
Cash and cash equivalents	(433)	2,359	1,616
Investments	20,765	–	–
Receivables	2,850	530	191
Inventories	324	–	–
Contract assets and contract cost assets	2,033	330	–
Other	72	–	–
Total current assets	25,611	3,219	1,807
Non-current assets			
Infrastructure, property, plant and equipment	257,060	17,399	20,476
Right of use assets	150	–	–
Total non-current assets	257,210	17,399	20,476
Total assets	282,821	20,618	22,283
LIABILITIES			
Current liabilities			
Payables	6,674	–	–
Contract liabilities	4,745	23	–
Lease liabilities	19	–	–
Borrowings	187	–	–
Employee benefit provision	2,558	–	–
Total current liabilities	14,183	23	–
Non-current liabilities			
Lease liabilities	141	–	–
Borrowings	1,320	–	–
Employee benefit provision	102	–	–
Provisions	3,795	–	–
Total non-current liabilities	5,358	–	–
Total liabilities	19,541	23	–
Net assets	263,280	20,595	22,283
EQUITY			
Accumulated surplus	71,743	7,697	11,962
Revaluation reserves	191,537	12,898	10,321
Council equity interest	263,280	20,595	22,283
Total equity	263,280	20,595	22,283

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

D2 Interests in other entities

D2-1 Subsidiaries, joint arrangements and associates not recognised

The following subsidiaries, joint arrangements and associates have not been recognised in this financial report.

New England Joint Organisation

The New England Joint Organisation (NEJO) is a body corporate which was proclaimed on 11 May 2018 under the Local Government Act 1993 with the legal capacity and powers of an individual. The principle functions of NEJO are to:

- Establish strategic regional priorities for the Joint Organisation Area and develop strategies and plans for delivering these priorities;
- Provide regional leadership for the Joint Organisation Area and to be an advocate for strategic regional priorities;
- Identify and take up opportunities for intergovernmental cooperation on matters relating to the Joint Organisation Area.

NEJO consists of seven voting member Councils located on the Highlands, Slopes and Plains of Northern New South Wales.

The Board consists of:

- The Mayors of each Member Council, who are entitled to one (1) vote at Meetings;
- A non-voting representative of the NSW Government, who is the Regional Director of the Department of Premier and Cabinet.

The role of the Board is to direct and control the affairs of NEJO. A decision of the Board supported by a majority at which a quorum is present is a decision of NEJO. Uralla Shire Council has a one-seventh voting right, and based on the above, does not have control, joint control or significant influence over decision making or the overall activities of the organisation.

In accordance with the NEJO Charter, Uralla Shire Council contributed zero in annual fees for the 2022-23 year towards the operation of the joint organisation.

New England Weeds Authority

New England Weeds Authority (NEWA) is the registered trading name of The New England Tablelands Noxious Plants County Council. NEWA is a single purpose Council which is a Local Control Authority for priority and invasive weeds under the NSW Biosecurity Act, 2015. The present area of operation of NEWA is the local government areas of Uralla Shire Council, Armidale Regional Council, Walcha Shire Council, and Glen Innes Severn Council (under a Memorandum of Understanding). These Councils are located in the Northern Tablelands region of New South Wales.

The County Council's governance is in accordance with the Local Government Act 1993 (LGA 1993) with the County Council first proclaimed in 1947.

NEWA is funded by contributions from its four Constituent Councils, grants and private works. Each Constituent Council has delegated its Noxious weeds control function to NEWA and contributes in accordance with NEWA's proclamation. NEWA's governing body consists of five Councillors elected by each of the Constituent Councils.

Council does not have control, joint control or significant influence over decision making or the overall activities of the organisation.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E Risks and accounting uncertainties

E1-1 Risks relating to financial instruments held

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.

Fair value is determined as follows:

- **Cash and cash equivalents, receivables, payables** – are estimated to be the carrying value that approximates market value.
- **Borrowings** – 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.

Council’s objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

Council’s finance area manages the cash and Investments portfolio.

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 it’s 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 investments 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.

(a) Market risk – interest rate and price risk

\$ '000	2023	2022
<p>The impact on results 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.</p>		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	226	142

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E1-1 Risks relating to financial instruments held (continued)

(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. Council also encourages ratepayers to pay their rates by the due date through incentives.

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.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

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	overdue rates and annual charges			Total
	Not yet overdue	< 5 years	≥ 5 years	
2023				
Gross carrying amount	605	384	–	989
2022				
Gross carrying amount	525	262	–	787

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E1-1 Risks relating to financial instruments held (continued)

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	Overdue debts				Total
		0 - 30 days	31 - 60 days	61 - 90 days	> 91 days	
2023						
Gross carrying amount ¹	4,431	8	546	–	24	5,009
Expected loss rate (%)	0.00%	10.00%	8.50%	0.00%	70.00%	1.28%
ECL provision	–	1	46	–	17	64
2022						
Gross carrying amount ¹	3,267	77	383	7	67	3,801
Expected loss rate (%)	0.00%	10.00%	13.00%	50.00%	3.00%	1.66%
ECL provision	–	8	50	4	2	64

(1) Last year figures were adjusted to include contract assets in amount of \$1,094 thousand

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E1-1 Risks relating to financial instruments held (continued)

(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	payable in:			Total cash outflows	Actual carrying values
			≤ 1 Year	1 - 5 Years	> 5 Years		
2023							
Payables	0.00%	33	6,641	–	–	6,674	6,674
Borrowings	7.44%	280	823	904	–	2,007	1,507
Total financial liabilities		313	7,464	904	–	8,681	8,181
2022							
Payables	0.00%	2	5,275	–	–	5,277	5,124
Borrowings	6.94%	–	289	760	946	1,995	1,745
Total financial liabilities		2	5,564	760	946	7,272	6,869

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

– 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).

\$ '000	Notes	Fair value measurement hierarchy							
		Date of latest valuation		Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2023	2022	2023	2022	2023	2022	2023	2022
Recurring fair value measurements									
Infrastructure, property, plant and equipment <small>C1-7</small>									
		30/06/19	30/06/19	–	–	6,457	6,316	6,457	6,316
		30/06/19	30/06/19	–	–	90	54	90	54
		30/06/19	30/06/19	–	–	207	243	207	243
		30/06/23	30/06/18	–	–	3,493	1,988	3,493	1,988
		30/06/21	30/06/21	–	–	4,467	4,172	4,467	4,172
		30/06/23	30/06/18	–	–	20,033	15,141	20,033	15,141
		30/06/21	30/06/21	–	–	3,513	1,340	3,513	1,340
		30/06/20	30/06/20	–	–	100,504	93,162	100,504	93,162
		30/06/20	30/06/20	–	–	4,549	4,661	4,549	4,661
		30/06/20	30/06/20	–	–	30,878	29,039	30,878	29,039
		30/06/20	30/06/20	–	–	1,801	1,747	1,801	1,747
		30/06/20	30/06/20	–	–	73,965	69,836	73,965	69,836
		30/06/20	30/06/20	–	–	3,657	3,294	3,657	3,294
		01/07/22	30/06/17	–	–	15,272	13,428	15,272	13,428
		01/07/22	30/06/17	–	–	18,971	15,803	18,971	15,803
		30/06/14	30/06/14	–	–	90	90	90	90
		30/06/21	30/06/21	–	–	47	58	47	58
				–	–	287,994	260,372	287,994	260,372

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:

Infrastructure, property, plant and equipment (IPPE)

Councils Plant & Equipment, Furniture and Fittings incorporates:

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Major Plant - trucks, tractors, graders, rollers and excavators
Fleet Vehicles - cars, vans, utes etc.
Minor Plant - chainsaw, brush cutters, mowers, concrete mixers.
Furniture and Fittings - desks, chairs, display system.
Office Equipment - computers, monitors, projectors, laptops

Plant equipment, office equipment and furniture & fittings are valued at cost but are disclosed at fair value in the notes. The carrying amount reflects the fair value of the asset due to the nature of the items as shown above

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life
Asset Condition
Residual Value
Gross Replacement Cost

There has been no change to the valuation process during the reporting period.

Land - Operational Land

Council's "Operational" land by definition has no special restriction other than those that may apply to any parcel of land. Fair value for operational land is obtained from an external valuer every 5 years.

Generally, fair value is the most advantageous price reasonably obtained by the seller and the most advantageous price reasonably obtained by buyer. This is not necessarily the market selling price of the asset rather, the maximum value that Council would rationally pay to acquire the asset, taking into account quoted market price in an active and liquid market, current market price of similar asset, cost of replacing an asset.

Criteria for this include: Land description and dimensions, planning and other constraints on development and the potential for alternative use (Valued by APV in June 2023).

The unobservable Level 3 inputs used include:

Rates per Square Metre
Description of Land

The 'Market Approach' is used to value operational land. There has been no change to the valuation process during the reporting period.

Land Improvements

The cost approach is utilised, with asset values determined based on actual cost of construction and maintenance.

Any infrastructure constructed on improved land is separately valued.

Council carries fair value of land reserves using Level 3 Inputs

The unobservable Level 3 inputs used include:

Useful Life
Asset Condition
Asset Condition

The cost approach is used to value the land improvements. There has been no change to the valuation process during the reporting period.

Land - Community Land

Council's "Community" Land (including owned by Council, The Crown and various other Government Agencies that is managed by Council) by definition is land intended for public access and use or where other restrictions applying to the land create some obligation to maintain public access (such as a trust deed or dedication under section 94 of the EPA Act 1979). This gives

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

rise to the restriction in the Act, intended to preserve the qualities of the land. Community land is valued at Valuer General unimproved capital value (UCV) which takes into account highest and best use values. This land was revalued in 2021.

Community Land:
 Cannot be sold
 Cannot be leased, licensed, or any other estate granted over the land for more than 21 years
 Must have a plan of management for it.

Buildings

Council buildings includes Libraries, Public Amenities, Sporting Club, Kiosks and Amenities, Depot Building and Workshops, McMaugh's Aged Care Centre, Community Centre, Visitor Information Centre, Pre School, SES Shelter and others. Council carries fair value buildings using level 3 inputs. Valuations were carried out by external valuers - APV in June 2023 using the cost approach.

This approach estimates the replacement cost for each building by componentising the building into significant parts with different useful life and taking into account a range of factors.

Buildings are valued by applying a unit rate to a structure or a square metre rate to a building, based on its current replacement cost. These rates are derived from substantial analysis of construction costs by Council's valuer (Valued by AssetVal in March 2018). Each building is assigned a residual value. Further improvements could be achieved by componentising buildings.

The unobservable Level 3 inputs used include:

Pattern of Consumption	Future Economic Benefit
Useful Life	Residual Value
Asset Condition	Remaining useful life

The cost approach is used to value the Buildings. There has been no change to the valuation process during the reporting period.

Infrastructure - Roads

This asset class comprises the Road Carriageway, Bus Shelter, Car Parks, Guardrails, Kerb and Gutter, Suburb Markers, and Traffic Facilities.

The road carriageway is defined as the trafficable portion of a road, between but not including the kerb and gutter and would include any paved markers parking places along roadside.

Council's Asset Management System include condition assessment data for a 5 year cycle on sealed roads and routine inspections of unsealed roads. An asset condition assessment was carried out by Shepherd Asset Management Solutions during 2020.

To determine the unit cost of seals, Council used external professionals, Australis Asset Advisory Group and Vanguard Consulting Group, to provide unit rates and replacement cost for all road asset classes. Roads are componentised into road surface, base, sub-base and earthworks. Surface has been split into sealed and unsealed road components.

Council fair values road infrastructure assets using Level 3 inputs at a component level.

The Cost Approach is used to value roads by componentising the assets into significant parts and then rolling these component values up to provide an overall road valuation (for each road segment) within the Council Asset System.

The unobservable Level 3 inputs used include:

Pattern of Consumption	Asset Condition	Remaining useful life
Useful Life and Residual Value	Gross Replacement Cost	

The cost approach is used to value the Roads (Sealed and Unsealed). There has been no change in valuation technique from prior years.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Infrastructure- Footpaths

A footpath is defined as all footways (including those shared with a cycleway) sealed or non-sealed. Council has specification for dimensions of cycleway and pathways. A full assessment was undertaken in 2020 by external consultants Australis and Vanguard.

These inspections were carried out to comply with insurance protocols and to provide data for the revaluation that occurred during 2020. Current replacement costs are based on modern equivalent unit rates..

Councils fair values, footpaths, (non componentised) using Level 3 inputs

Pattern of Consumption
Useful Life
Asset Condition
Future Economic Benefit
Remaining useful life

The cost approach is used to value the Footpaths. There has been no change to the valuation process during the reporting period.

Infrastructure - Stormwater Drainage

Council's Drainage Assets comprises pits, culverts, open channels, headwalls and various type of water quality devices used to collect, store and remove stormwater. The 'Cost Approach' estimated the replacement cost for each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. Council has adopted useful life of between 75 and 125 years for its stormwater drainage assets.

Condition assessment for all stormwater drainage was carried out in 2020. All systems have been assessed as being satisfactory or better. A full assessment was undertaken in 2020 by external consultants Australis and Vanguard. Council carries fair value drainage assets (non-componentised) using Level 3 inputs.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life and Residual Value
Asset Condition
Gross Replacement Cost
Remaining useful life

The cost approach is used to value the Stormwater Drainage. There has been no change in valuation technique from prior years.

Infrastructure-Sewerage Network

Council's Sewerage Network consist of Sewer pipes, pump stations, treatment plant, telemetry system, manholes. Council carries fair values Sewerage Network Assets (non - componentised) using Level 3 inputs.

Council identifies 10 critical mains section each year for inspection; selection is based on the log of overflows, leakages or complaints. Data limitations therefore exist based upon sampling of inspections, lack of historical maintenance and complaint data. All asset components were assigned a residual value, useful life and remaining useful life, and were conditioned rated at time of valuation, with the condition rating determining the remaining useful life. A physical inspection of ground level assets was conducted and photographic evidence, including use of video, was collected of manholes and mains to support condition assessments.

Valuation was performed by Australis Asset Advisory Group on 1 July 2022.

The unobservable Level 3 inputs used include:

Useful Life
Asset Condition
Future Economic Benefit

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Remaining useful life

The cost approach is used to value the Sewerage Network. There has been no change to the valuation process during the reporting period.

Other Assets

Council's other assets comprise of Heritage Collections - Thunderbolts Painting and other miscellaneous assets. A valuation of the collection of Thunderbolts paintings was undertaken by A.N.G Art Consulting in August 2014 providing a reasonable estimate of the replacement value of each work based on current market prices for similar works by the same artist. The remaining 'Other assets' were revalued utilising indexation during 2021 including the swimming pool which is recognised separately in the infrastructure note. Council carries fair values of other assets using level 3 inputs.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life and Residual Value
Asset Condition
Gross Replacement Cost
Remaining useful life

The cost approach is used to value the Other Assets. There has been no change in valuation technique from prior year.

Infrastructure- Bridges

Council has 50 bridges/major culverts on local roads and 33 bridges/major culverts on regional roads. Of these, two bridges were replaced in 2017/18 with some additional work finalised in 2018/19.

All Council bridges are inspected by Council's qualified inspectors on a biannual program.

Council engaged an independent company to assess HML capacity on selected bridges in 2018-19.

Council used external professionals, Australis Asset Advisory Group and Vanguard Consulting Group, to provide unit rates and replacement cost for all bridges and culverts.

Bridges are componentised into bridges and major culverts, and culverts and drainage assets include both pits and pipes.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life and Residual Value

The cost approach is used to value the Bridges. There has been no change in valuation technique from previous years.

Infrastructure- Bulk Earthworks

Council Bulk Earthworks consists of cuttings, fill and levelling of earth and rocks.

Council used external professionals, Australis Asset Advisory Group and Vanguard Consulting Group, to provide unit rates and replacement cost for all earthworks.

The unobservable Level 3 inputs used include Unit Rates & Asset Condition.

The cost approach is used to value the Bulk Earthworks. There has been no change in valuation technique from prior years.

Infrastructure- Water Supply Network

Council's Water Network consist of Water pipes, pump stations, treatment plant, telemetry system and reservoirs
Council carries fair value Water Supply Network Assets (non-componentised) using Level 3 inputs.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Physical inspections were carried out with photographic evidence collected to support condition ratings. 100% of above ground infrastructure was inspected. Council identifies 10 critical mains sections each year for inspection; selection is based on the log of overflows, leakages or complaints. Data limitations therefore exist due to lack of records of historical maintenance and inspection and sampling of inspections. All asset components are assigned a residual value, useful life and remaining useful life, and were conditioned rated at time of revaluation, with the condition rating determining the useful life.

Valuation was performed by Australis Asset Advisory Group on 1 July 2022.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life

The cost approach is used to value the Water Network. There has been no change in valuation technique from prior years.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E2-1 Fair value measurement (continued)

Fair value measurements using significant unobservable inputs (level 3)

The valuation process for level 3 fair value measurements

The valuation techniques prescribed by AASB 13 can be summarised as:

Cost approach - Valuation technique that reflects the amount what would be required to replace the service capacity of an asset (current replacement cost).

Income approach - Valuation technique that converts future amounts (cash inflow /outflows) to signal the current (i.e. discounted) amount. The fair value measurement is determined on the basis of the value indicated by current market expectations about these future amounts.

Market approach - Valuation technique that uses prices and other relevant information, generated by market transactions involving identical or comparable (similar) assets, liabilities or a group of assets and liabilities such as a business.

For the purpose of level 3 fair value measurement a Cost Approach was used for most assets except Land - Operational and Community where a market approach is required. The inputs used for this technique are:

Pattern of consumption
Residual Value
Asset Condition
Useful Life
Unit Rates

Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

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 8% of salaries for the year ending 30 June 2023 (increasing to 8.5% 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 \$20.0 million per annum for 1 January 2022 to 31 December 2024, apportioned according to each employer’s share of the accrued liabilities as at 30 June 2022. 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 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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E3-1 Contingencies (continued)

of outstanding additional 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.

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 2023 was \$70,371.82. The last valuation of the Scheme was performed by fund actuary, Richard Boyfield, FIAA as at 30 June 2022.

The amount of additional contributions included in the total employer contribution advised above is \$32,627.64. Council's expected contribution to the plan for the next annual reporting period is \$63,665.28.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2022 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,290.9	
Past Service Liabilities	2,236.1	102.4%
Vested Benefits	2,253.6	101.7%

* excluding other accumulation accounts and reserves in both assets and liabilities.

The share of any funding surplus or deficit that can be attributed to Council is 0.15%

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	6.0% per annum
Salary inflation	3.5% per annum
Increase in CPI	6.0% for FY 22/23 2.5% per annum thereafter

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 2023.

(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 June 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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

E3-1 Contingencies (continued)

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.

(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.

Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2023

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	2023	2022
Compensation:		
Short-term benefits	-	845
Post-employment benefits	-	89
Total	-	934

Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of KMP using Council services (e.g. access to library or Council swimming pool) will not be disclosed.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

F1-2 Councillor and Mayoral fees and associated expenses

\$ '000	2023	2022
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	21	20
Councillors' fees	105	98
Other Councillors' expenses (including Mayor)	3	8
Total	129	126

F2 Other relationships

F2-1 Audit fees

\$ '000	2023	2022
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	83	54
Remuneration for audit and other assurance services	83	54
Total Auditor-General remuneration	83	54
Non NSW Auditor-General audit firms		
(i) Audit and other assurance services		
Other audit and assurance services	4	52
Remuneration for audit and other assurance services	4	52
Total remuneration of non NSW Auditor-General audit firms	4	52
Total audit fees	87	106

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G Other matters

G1-1 Statement of Cash Flows information

Reconciliation of net operating result to cash provided from operating activities

\$ '000	2023	2022
Net operating result from Income Statement	6,299	4,756
Add / (less) non-cash items:		
Depreciation and amortisation	6,056	5,237
(Gain) / loss on disposal of assets	1,647	526
Non-cash capital grants and contributions	(250)	–
Unwinding of discount rates on reinstatement provisions	132	35
Movements in operating assets and liabilities and other cash items:		
(Increase) / decrease of receivables	(18)	(260)
(Increase) / decrease of inventories	2	(65)
(Increase) / decrease of other current assets	22	(13)
(Increase) / decrease of contract asset	(1,392)	123
Increase / (decrease) in payables	16	55
Increase / (decrease) in accrued interest payable	4	1
Increase / (decrease) in other accrued expenses payable	1,011	(137)
Increase / (decrease) in other liabilities	519	(597)
Increase / (decrease) in contract liabilities	(815)	3,368
Increase / (decrease) in employee benefit provision	23	(28)
Increase / (decrease) in other provisions	(27)	–
Net cash flows from operating activities	13,229	13,001

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G2-1 Commitments

Capital commitments (exclusive of GST)

\$ '000	2023	2022
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Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

Property, plant and equipment

Buildings	72	358
Plant and equipment	1,130	476
Bundarra Sewer Scheme	-	127
Road infrastructure	1,083	752
McMaugh Gardens works	16	179
Other	295	359
Total commitments	2,596	2,251

These expenditures are payable as follows:

Within the next year	2,596	2,251
Total payable	2,596	2,251

Sources for funding of capital commitments:

Unrestricted general funds	205	370
Future grants and contributions	1,261	1,405
Internally restricted reserves	1,130	476
Total sources of funding	2,596	2,251

G3-1 Events occurring after the reporting date

No matters have arisen subsequent to balance date that would require these financial statements to be amended.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G4 Statement of developer contributions as at 30 June 2023

G4-1 Summary of developer contributions

\$ '000	Opening balance at 1 July 2022	Contributions received during the year				Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2023	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other						
Roads	686	44	-	-	23	-	-	753	-	
Traffic facilities	20	1	-	-	-	-	-	21	-	
Community facilities	83	1	-	-	3	-	-	87	-	
Other	60	1	-	-	3	-	-	64	-	
S7.11 contributions – under a plan	849	47	-	-	29	-	-	925	-	
S7.12 levies – under a plan	60	126	-	-	4	-	-	190	-	
Total S7.11 and S7.12 revenue under plans	909	173	-	-	33	-	-	1,115	-	
Total contributions	909	173	-	-	33	-	-	1,115	-	

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.

Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2023

G4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2022	Contributions received during the year				Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2023	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other						
CONTRIBUTION PLAN – RURAL INVERGOWRIE										
Roads	97	-	-	-	3	-	-	100	-	
Traffic facilities	20	1	-	-	-	-	-	21	-	
Community facilities	83	1	-	-	3	-	-	87	-	
Other	55	1	-	-	3	-	-	59	-	
Total	255	3	-	-	9	-	-	267	-	
CONTRIBUTION PLAN – RURAL										
Other	5	-	-	-	-	-	-	5	-	
Total	5	-	-	-	-	-	-	5	-	
CONTRIBUTION PLAN – DCP ROAD MAINTENANCE ROYALTIES										
Roads	589	44	-	-	20	-	-	653	-	
Total	589	44	-	-	20	-	-	653	-	
S7.12 Levies – under a plan										
S7.12 LEVIES - UNDER A PLAN										
Other	60	126	-	-	4	-	-	190	-	
Total	60	126	-	-	4	-	-	190	-	

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G5 Statement of performance measures

G5-1 Statement of performance measures – consolidated results

\$ '000	Amounts 2023	Indicator 2023	Indicators 2022 2021		Benchmark
1. Operating performance ratio					
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	2,734	10.44%	(2.17)%	(8.92)%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹	26,198				
2. Own source operating revenue ratio					
Total continuing operating revenue excluding all grants and contributions ¹	14,352	45.69%	57.52%	55.42%	> 60.00%
Total continuing operating revenue ¹	31,410				
3. Unrestricted current ratio					
Current assets less all external restrictions	11,710	1.94x	2.59x	2.22x	> 1.50x
Current liabilities less specific purpose liabilities	6,035				
4. Debt service cover ratio					
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	9,008	18.85x	13.46x	11.26x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	478				
5. Rates and annual charges outstanding percentage					
Rates and annual charges outstanding	1,052	12.49%	10.54%	9.00%	< 10.00%
Rates and annual charges collectable	8,424				
6. Cash expense cover ratio					
Current year's cash and cash equivalents plus all term deposits	3,542	2.40	11.83	11.88	> 3.00
Monthly payments from cash flow of operating and financing activities	1,474	months	months	months	months

(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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

G5-2 Statement of performance measures by fund

\$ '000	General Indicators ³		Water Indicators		Sewer Indicators		Benchmark
	2023	2022	2023	2022	2023	2022	
1. Operating performance ratio							
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	11.95%	(1.14)%	(13.20)%	(36.20)%	4.26%	16.11%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹							
2. Own source operating revenue ratio							
Total continuing operating revenue excluding capital grants and contributions ¹	42.03%	50.55%	76.83%	81.85%	101.84%	25.62%	> 60.00%
Total continuing operating revenue ¹							
3. Unrestricted current ratio							
Current assets less all external restrictions	1.94x	2.59x	139.96x	60.06x	∞	∞	> 1.50x
Current liabilities less specific purpose liabilities							
4. Debt service cover ratio							
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	17.25x	12.17x	∞	∞	∞	∞	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)							
5. Rates and annual charges outstanding percentage							
Rates and annual charges outstanding	12.46%	9.30%	12.88%	22.56%	12.37%	11.16%	< 10.00%
Rates and annual charges collectable							
6. Cash expense cover ratio							
Current year's cash and cash equivalents plus all term deposits	(0.32) months	10.89 months	29.70 months	26.01 months	34.63 months	16.52 months	> 3.00 months
Monthly payments from cash flow of operating and financing activities							

(1) - (2) Refer to Notes at Note G6-1 above.

(3) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

Uralla Shire Council

End of the audited financial statements
for the year ended 30 June 2023

End of the audited financial statements

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2023

H Additional Council disclosures (unaudited)

H1-1 Council information and contact details

Principal place of business:

32 Salisbury Street
Uralla NSW 2358

Contact details**Mailing Address:**

PO Box 106
Uralla NSW 2358

Opening hours:

8:30am - 1:00pm
2:00pm to 4:30pm
Monday to Friday

Telephone: 02 6778 6300

Facsimile: 02 6778 6349

Internet: <http://www.uralla.nsw.gov.au/>

Email: council@uralla.nsw.gov.au

Officers**Interim General Manager**

Toni Averay

Responsible Accounting Officer

Mustaq Ahammed

Public Officer

Ms Nathalie Heaton

Auditors

Audit Office of NSW
Level 19, Darling Park Tower 2,
201 Sussex Street,
Sydney NSW 2000

Elected members**Mayor**

Robert Bell

Councillors

Cr Robert Crouch
Cr Tim Bower
Cr Sarah Burrows
Cr Leanne Doran
Cr Bruce McMullen
Cr Lone Petrov
Cr Tom O'Connor
Cr Tara Toomey

Other information

ABN: 55 868 272 018

Uralla Shire Council

Consolidated Financial Statements

for the year ended 30 June 2023

Independent Auditor's Reports:

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).

Uralla Shire Council

Consolidated Financial Statements

for the year ended 30 June 2023

Independent Auditor's Reports: (continued)

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).

Uralla Shire Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2023



Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2023

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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).

Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2023

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
- 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 26 September 2023.

Robert Bell
Mayor
26 September 2023

Robert Crouch
Councillor
26 September 2023

Toni Averay
Interim General Manager
26 September 2023

Mustaq Ahammed
Responsible Accounting Officer
26 September 2023

Uralla Shire Council

Income Statement of water supply business activity

for the year ended 30 June 2023

\$ '000	2023	2022
Income from continuing operations		
Access charges	594	554
User charges	565	520
Interest and investment income	91	26
Grants and contributions provided for operating purposes	15	16
Total income from continuing operations	1,265	1,116
Expenses from continuing operations		
Employee benefits and on-costs	310	413
Materials and services	643	652
Depreciation, amortisation and impairment	479	451
Other expenses	-	4
Total expenses from continuing operations	1,432	1,520
Surplus (deficit) from continuing operations before capital amounts	(167)	(404)
Grants and contributions provided for capital purposes	362	228
Surplus (deficit) from continuing operations after capital amounts	195	(176)
Surplus (deficit) from all operations before tax	195	(176)
Surplus (deficit) after tax	195	(176)
Plus accumulated surplus	7,502	7,678
Closing accumulated surplus	7,697	7,502
Return on capital %	(1.0)%	(2.8)%
Subsidy from Council	866	939
Calculation of dividend payable:		
Surplus (deficit) after tax	195	(176)
Less: capital grants and contributions (excluding developer contributions)	(362)	(228)

Uralla Shire Council

Income Statement of sewerage business activity
for the year ended 30 June 2023

\$ '000	2023	2022
Income from continuing operations		
Access charges	877	834
User charges	63	63
Interest and investment income	56	16
Grants and contributions provided for operating purposes	14	12
Total income from continuing operations	1,010	925
Expenses from continuing operations		
Employee benefits and on-costs	198	306
Materials and services	362	180
Depreciation, amortisation and impairment	407	269
Net loss from the disposal of assets	-	16
Other expenses	-	5
Total expenses from continuing operations	967	776
Surplus (deficit) from continuing operations before capital amounts	43	149
Grants and contributions provided for capital purposes	(32)	2,638
Surplus (deficit) from continuing operations after capital amounts	11	2,787
Surplus (deficit) from all operations before tax	11	2,787
Less: corporate taxation equivalent (25%) [based on result before capita]	(11)	(37)
Surplus (deficit) after tax	-	2,750
Plus accumulated surplus	11,951	9,164
Plus adjustments for amounts unpaid:		
- Corporate taxation equivalent	11	37
Closing accumulated surplus	11,962	11,951
Return on capital %	0.2%	0.9%
Subsidy from Council	780	468
Calculation of dividend payable:		
Surplus (deficit) after tax	-	2,750
Less: capital grants and contributions (excluding developer contributions)	32	(2,638)
Surplus for dividend calculation purposes	32	112
Potential dividend calculated from surplus	16	56

Uralla Shire Council

Income Statement of McMaugh Gardens

for the year ended 30 June 2023

\$ '000	2023 Category 2	2022 Category 2
Income from continuing operations		
User charges	1,022	953
Interest and investment income	106	16
Grants and contributions provided for operating purposes	2,786	2,001
Other income	14	16
Total income from continuing operations	3,928	2,986
Expenses from continuing operations		
Employee benefits and on-costs	2,518	2,272
Borrowing costs	6	7
Materials and services	1,066	729
Depreciation, amortisation and impairment	233	211
Net loss from the disposal of assets	2	-
Total expenses from continuing operations	3,825	3,219
Surplus (deficit) from continuing operations before capital amounts	103	(233)
Grants and contributions provided for capital purposes	228	54
Surplus (deficit) from continuing operations after capital amounts	331	(179)
Surplus (deficit) from all operations before tax	331	(179)
Less: corporate taxation equivalent (25%) [based on result before capita]	(26)	-
Surplus (deficit) after tax	305	(179)
Plus accumulated surplus	3,606	3,785
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	26	-
Closing accumulated surplus	3,937	3,606
Return on capital %	1.8%	(4.7)%
Subsidy from Council	133	401

Uralla Shire Council

Statement of Financial Position of water supply business activity

as at 30 June 2023

\$ '000	2023	2022
ASSETS		
Current assets		
Cash and cash equivalents	2,359	17
Investments	–	2,300
Receivables	530	420
Contract assets and contract cost assets	330	86
Total current assets	3,219	2,823
Non-current assets		
Infrastructure, property, plant and equipment	17,399	14,631
Total non-current assets	17,399	14,631
Total assets	20,618	17,454
LIABILITIES		
Current liabilities		
Contract liabilities	23	47
Total current liabilities	23	47
Total liabilities	23	47
Net assets	20,595	17,407
EQUITY		
Accumulated surplus	7,697	7,502
Revaluation reserves	12,898	9,905
Total equity	20,595	17,407

Uralla Shire Council

Statement of Financial Position of sewerage business activity

as at 30 June 2023

\$ '000	2023	2022
ASSETS		
Current assets		
Cash and cash equivalents	1,616	98
Investments	-	600
Receivables	191	133
Contract assets and contract cost assets	-	605
Total current assets	1,807	1,436
Non-current assets		
Infrastructure, property, plant and equipment	20,476	16,855
Total non-current assets	20,476	16,855
Total assets	22,283	18,291
Net assets	22,283	18,291
EQUITY		
Accumulated surplus	11,962	11,951
Revaluation reserves	10,321	6,340
Total equity	22,283	18,291

Uralla Shire Council

Statement of Financial Position of McMaugh Gardens

as at 30 June 2023

\$ '000	2023 Category 2	2022 Category 2
ASSETS		
Current assets		
Cash and cash equivalents	4,208	41
Investments	-	3,300
Receivables	117	82
Total current assets	4,325	3,423
Non-current assets		
Infrastructure, property, plant and equipment	6,031	4,771
Total non-current assets	6,031	4,771
Total assets	10,356	8,194
LIABILITIES		
Current liabilities		
Payables	3,332	2,729
Total current liabilities	3,332	2,729
Non-current liabilities		
Payables	18	23
Total non-current liabilities	18	23
Total liabilities	3,350	2,752
Net assets	7,006	5,442
EQUITY		
Accumulated surplus	3,937	3,606
Revaluation reserves	3,069	1,836
Total equity	7,006	5,442

Uralla Shire Council

Significant Accounting Policies

for the year ended 30 June 2023

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 2021* (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)

(a) McMaugh Gardens Aged Care Centre

Comprising the operations and net assets of the 36 bed aged care facility "McMaugh Gardens Aged Care Centre" in King Street, Uralla.

Category 2

(where gross operating turnover is less than \$2 million)

(b) Uralla Shire Council Combined Water Supplies

Comprising the operations and net assets of the water supply systems servicing the towns of Uralla and Bundarra, each of which were established as separate Special Rate Funds.

(c) Uralla Shire Council Combined Sewerage Fund

Comprising the operations and net assets of the sewerage reticulation and treatment system servicing the town of Uralla and the treatment system that is to be constructed in Bundarra and which was established as a Special Rate Fund.

Uralla Shire Council

Significant Accounting Policies

for the year ended 30 June 2023

Note – Significant Accounting Policies (continued)

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):

Notional rate applied (%)

Corporate income tax rate – **25%** (21/22 25%)

Land tax – the first \$969,000 of combined land values attracts **0%**. For the combined land values in excess of \$969,000 up to \$5,925,000 the rate is **\$100 + 1.6%**. For the remaining combined land value that exceeds \$5,925,000 a premium marginal rate of **2.0%** applies.

Payroll tax – **5.45%** on the value of taxable salaries and wages in excess of \$1,200,000.

In accordance with section 4 of Department of Planning and Environment (DPE) – Water's regulatory and assurance framework, 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 regulatory and assurance framework as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the Act.

Achievement of substantial compliance to sections 3 and 4 of DPE – Water's regulatory and assurance framework 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 relevant corporate income tax rate, currently 25% (21/22 25%).

Income tax is only applied where a gain from ordinary activities before capital amounts has been achieved. Since the taxation equivalent is notional – that is, it is payable to the '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 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.

continued on next page

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Uralla Shire Council

Significant Accounting Policies

for the year ended 30 June 2023

Note – Significant Accounting Policies (continued)

(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.

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 4.02% at 30/6/23.

(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 Department of Industry – 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 2023 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with the Department of Industry – Water guidelines a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the Department of Industry – Water.

Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2023

Uralla Shire Council

SPECIAL SCHEDULES
for the year ended 30 June 2023



Uralla Shire Council

Special Schedules

for the year ended 30 June 2023

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Report on infrastructure assets as at 30 June 2023

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Uralla Shire Council

Permissible income for general rates

\$ '000	Notes	Calculation 2022/23	Calculation 2023/24
Notional general income calculation ¹			
Last year notional general income yield	a	4,112	4,226
Plus or minus adjustments ²	b	(1)	-
Notional general income	c = a + b	4,111	4,226
Permissible income calculation			
Or rate peg percentage	e	2.50%	2.00%
Or plus rate peg amount	i = e x (c + g)	103	85
Sub-total	k = (c + g + h + i + j)	4,214	4,311
Plus (or minus) last year's carry forward total	l	(4)	(16)
Sub-total	n = (l + m)	(4)	(16)
Total permissible income	o = k + n	4,210	4,295
Less notional general income yield	p	4,226	-
Catch-up or (excess) result	q = o - p	(16)	4,294
Carry forward to next year ⁶	t = q + r + s	(16)	4,294

Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916 (NSW)*.
- (6) Carry-forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

Permissible income for general rates

Permissible income for general rates: PLUS PDF inserted here

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Uralla Shire Council

Report on infrastructure assets as at 30 June 2023

Asset Class	Asset Category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring assets to agreed level of service set by Council	2022/23 Required maintenance ^a	2022/23 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
		\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	1	2	3	4	5
Buildings	Buildings – non-specialised	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	20,030	–	0.0%	0.0%	0.0%	0.0%	0.0%
Other structures	Other structures	–	–	–	–	3,513	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	3,513	–	0.0%	0.0%	0.0%	0.0%	0.0%
Water supply network	Water supply network	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	15,272	–	0.0%	0.0%	0.0%	0.0%	0.0%
Sewerage network	Sewerage network	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	18,971	–	0.0%	0.0%	0.0%	0.0%	0.0%
Stormwater drainage	Stormwater drainage	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	3,657	–	0.0%	0.0%	0.0%	0.0%	0.0%
Open space / recreational assets	Swimming pools	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Other	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	Total – all assets	–	–	–	–	168,087	–	0.0%	0.0%	0.0%	0.0%	0.0%

(a) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

1 Excellent/very good	No work required (normal maintenance)	4 Poor	Renewal required
2 Good	Only minor maintenance work required	5 Very poor	Urgent renewal/upgrading required
3 Satisfactory	Maintenance work required		

Uralla Shire Council

Report on infrastructure assets as at 30 June 2023

Infrastructure asset performance indicators (consolidated) *

\$ '000	Amounts	Indicator	Indicators		Benchmark
	2023	2023	2022	2021	
Buildings and infrastructure renewals ratio					
Asset renewals ¹	-	0.00%	73.09%	79.31%	>= 100.00%
Depreciation, amortisation and impairment	2,362				
Infrastructure backlog ratio					
Estimated cost to bring assets to a satisfactory standard	-	0.00%	3.81%	2.77%	< 2.00%
Net carrying amount of infrastructure assets	172,619				
Asset maintenance ratio					
Actual asset maintenance	-	∞	91.25%	95.10%	> 100.00%
Required asset maintenance	-				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	-	∞	3.41%	3.49%	
Gross replacement cost	-				

(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Uralla Shire Council

Report on infrastructure assets as at 30 June 2023




Infrastructure asset performance indicators (by fund)

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2023	2022	2023	2022	2023	2022	
Buildings and infrastructure renewals ratio							
Asset renewals ¹							
Depreciation, amortisation and impairment	0.00%	86.47%	0.00%	0.00%	0.00%	0.00%	>= 100.00%
Infrastructure backlog ratio							
Estimated cost to bring assets to a satisfactory standard							
Net carrying amount of infrastructure assets	0.00%	4.16%	0.00%	4.38%	0.00%	0.56%	< 2.00%
Asset maintenance ratio							
Actual asset maintenance							
Required asset maintenance	∞	89.71%	∞	105.11%	∞	100.83%	> 100.00%
Cost to bring assets to agreed service level							
Estimated cost to bring assets to an agreed service level set by Council							
Gross replacement cost	∞	3.92%	∞	0.77%	∞	0.00%	

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

14.11 McMaugh Gardens status report

Department:	Corporate & Community
Prepared By:	Interim Executive Director Corporate & Community
Authorised By:	Interim General Manager
Reference:	UINT/23/12944

Attachments:	1. Coverite Master Plan Proposal ↓ 
	2. McMaugh Gardens - first draft site plan ↓ 
	3. McMaugh Gardens - Revised Site Plan ↓ 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1. We have an accessible inclusive and sustainable community
	2. We drive the economy to support prosperity
Strategy:	1.4. Access to and equity of services
	2.2. Grow and diversify employment, through existing and new businesses
	2.3. Communities that are well serviced with essential infrastructure

SUMMARY

Stage 2 of the McMaugh Gardens expansion master plan has been completed with the submission of draft concept site plans.

Since the development of the business plan which formed the premise for expansion, the Aged Care operating environment has changed significantly. Changes have impacted on the cost of operation as a consequence of a tightening labour market, increase clinical compliance and care requirements and increasing care level trajectories.

This report presents the concept plans in accordance with the Council resolution.

The report also highlights the changes to the operating environment which have resulted in a significant increase in operating costs, and recommends that Council revisit the business case supporting the type and scale of expansion before progressing the master plan further.

RECOMMENDATION

That Council

1. Notes the reported changes to the operating environment in aged care impacting on the cost of operations
2. Notes the McMaugh Garden site plans submitted by Coverite as part of the development of the Expansion Master Plan
3. Postpones further work on the Master Plan pending an update on the strategic options report and business plan for McMaugh Gardens
4. Receives a further report on the costs and scope of a review of the Strategic option and business plan for McMaugh Gardens following a RFQ from suitably qualified consultants
5. Writes to the Minister for Health to :
 - a. highlight the difficulties in recruiting registered nurses to aged care to meet the new care requirements, and the significant cost of agency staffing ;and

- b. request clear direction on how Council can administer the AN-ACC funded wage increase without further adding to the cost of delivering the aged care service to the community.

REPORT

Council received a Strategic Options report in 2018 which detailed options for the future operation and management of McMaugh Gardens including renewal and upgrade of the existing facility. Council resolved to pursue refurbishment of the current site as well as renewal and upgrade to the facility. A business plan was developed with the aim of creating a more operationally efficient and fit for purpose facility to meet the needs of future residents. A fundamental objective was to achieve economies of scale to ensure financial sustainability of the centre.

At its ordinary meeting in March 2023 Council resolved to approve the development of a master plan for a staged expansion of McMaugh Gardens and to engage Coverite Projects to prepare the master plan. The plan is deliverable in three stages, of which we are at stage 2 : Development of a preliminary site plan. This report presents the first and second draft of the plan for Councillors information (attachments 1 and 2).

The final phase of the Master plan development includes formal documentation in the form of both a visually graphic set of drawings and a report outlining the research and analysis that is behind the decision made for the final master-plan. The intention is that this document can be used for submission to authorities for grant applications and other consultants when working on the realisation of the master-plan.

Given the time that has elapsed since the market analysis which informed the business plan as well as the significant changes in the current operating environment it is recommended that Council revisit the premise and scale of a proposed expansion.

Changes in the current operating environment include:

- the required level of clinical compliance – following the Royal Commission into Aged Care Quality and Safety, there have been significant changes to minimum care requirements;
- the extreme tightening of available labour, particularly Registered Nurses;
- the increase in building and development costs – expansion costs were initially expected to be in the order of \$1 million, Coverite advises that the ball park costs for the plans presented could be in the order of \$3 -3.5million (noting that these are without the benefit of final plans and quantity surveyor calculations);
- the recent changes in funding brought about by the 2023 Fair Work Commission wage determination to increase the pay rate of direct care workers;
- the increase in rate of demand for age care services and, more specifically, the increase in care levels required by the industry; and
- changes to Aged Care Accommodation design - from 1 July 2024, the new Residential Aged Care Accommodation Framework will require Council to consider the National Aged Care Design Principles and Guidelines.

A number of the above factors have impacted on current operations at McMaugh Gardens including:

1. Care standards and greater emphasis on clinical governance

From 1 October 2023 residential aged care homes will be required to deliver at least 200 care minutes per resident per day, including 40 minutes with a registered nurse. Care minutes are the direct care time delivered to residents by registered nurses, enrolled nurses and personal care workers (including nursing assistants).

2. Availability of registered nurses to meet 24/7 staffing requirements

From 1 July 2023, Council will be required to have a registered nurse on-site and on duty 24 hours a day, 7 days a week, unless granted a 12-month exemption.

Whilst Council is continuously recruiting for Registered Nurses we have been unable to recruit the required number of nurses to fill the necessary shifts to meet care minutes and 24/7 requirements. As a consequence Council has had to access agency nurse services to meet care standards.

The cost of agency nursing is significantly higher than staff costs with an expected increase in annual cost in the order of \$320,000 if staff nursing cannot be recruited. An increase in the staff cost budget will be presented at QBR51. Agency nurses also attract accommodation and fuel / travel costs. Note that Council can obtain some relief from the Federal Government for nursing cost expended to provide 24/7 presence provided it can demonstrate that the service was provided.

It is recommended that the Council write to the Minister for Health advising him of the critical issues regional areas are facing in recruiting Registered Nurses and the significant cost impost regional aged care provides face in meeting the new care and 24/7 RN requirements as a consequence of the shortage.

3. Increase in base wage rates (and AN-ACC funding)

Earlier in 2023 the Fair Work Commission (the Commission) made a decision to increase minimum wages by 15% for some employees working in aged care. In conjunction with this the Annual wage review increased Federal award wages by 5.75%.

As a consequence, Federal Award base wages surpassed the State Award rates under which our staff work.

The Federal Government has undertaken to fund the wage increase through AN-ACC funding.

Funding through this medium increased from 1 July 2023. Council must demonstrate in its Quarterly Financial returns to the Department of Health that it has passed on the wages component of the increase to its workers.

The issue for Council is that its staff are engaged under State Awards. The Fair Work Commission determination relates to Federal Awards. Therefore the 15 % pay increase and 5.75% annual Award review increase do not apply to Council care workers. There is no direct mechanism for Council to pass on this increase under the State Award structure.

Whilst the Federal Government acknowledges the difficulties, there has been no guidance on how Council can pass on the increase to meet its funding obligations within the State Award structure.

Solutions presented to date have significant additional administrative burdens on Council.

Affected staff have been kept abreast of these issues and advised that any additional funding attributable to wages will be passed on in full from the time the funding increased (first pay period on July).

As an Aged Care provider with staff funded under a State Award, it is recommended that Council write to the Minister for Health requesting clarity on the mechanism for Council to be able to pass on the increase with certainty that it will be, and will continue to be, fully funded by the Federal Government.

CONCLUSION

Staff have progressed work on the Master plan in accordance with Council's resolution. The next phase is to formalise the concept plans so that they can be used to support grant applications, and further the objectives of the business plan.

Changes to the compliance standards and difficulties in recruiting staff Registered Nurses has significantly increased operating costs.

Given the significant changes in the current operating environment, in conjunction with the time that has lapsed since the business plan was produced, it is recommended that Council seek an update to the business plan and recommendations before progressing expansion plans further.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Staff have undertaken engagement with the peak industry body ACCPA as well as LGNSW in seeking solutions to the funding acquittal issues presented by the Federal Government wage increase

Stewart Brown consulting (who prepared the Strategic Options report and business plan) have been approached to provide a quote to update the business plan. Initial cost estimates however are in the order of \$30,000 - \$35,000.

Coverite has been consulted on plan options that meet the expansion brief whilst also optimising facility layout to manage efficiencies given the expected future increase in care levels

Policy and Regulation

Aged Care Act 1997

Aged Care Reform Program

Financial/Long Term Financial Plan

The intention of the current expansion plan is to facilitate economies of scale to achieve financial sustainability. This would ensure ongoing services to future clients.

The review of the strategic options and business plan in the current operating environment will guide the type and scope of expansion that Council should pursue. Initial cost estimates for a review of the strategic direction and business plan for McMaugh are in the order of \$35,000 to \$35,000.

The current operating environment has increased the operating costs due to the inability to recruit staff registered nurses. Whilst recruitment efforts continue Council has no option but to fill these roles with agency positions in the interim.

The cost of building and development has increased significantly since over the last 3 years. Current building and development costs would need to be factored in to any expansion plan modelling.

Asset Management/Asset Management Strategy

N/A to this report

Workforce/Workforce Management Strategy

N/A applicable to this report

Legal and Risk Management

N/A applicable to this report

Performance Measures

Updated Strategic position and business plan

Project Management

Executive Director Community & Corporate



Coverite

PROJECTS

McMaugh Gardens Aged Care
Master Plan

Fee Proposal

Discover. Design. Deliver.

DOCUMENT REVISION SCHEDULE

Issue	Date
A	15 February 2023

CONTACT US

SYDNEY | NEWCASTLE | MELBOURNE | BRISBANE

T 1800 624 990

E info@coverite.com.auW www.coverite.com.au

Nominated Architect Rebekah Martin 10165

*Discover. Design. Deliver.*

Coverite Projects
25 Kinta Drive
Beresfield
New South Wales 2322

McMaugh Gardens Aged Care
Attn: Christine Valencius
39 King Street
Uralla
New South Wales 2358

15 February 2023

Dear Christine

RE: 2023471 - McMaugh Gardens Aged Care - Master Plan - Design Services Fee Proposal

Please find attached our design services fee proposal for your Master Planning Project at McMaugh Gardens Aged Care.

You will also find attached at the end of this document the standard terms and conditions provided to Architects by the New South Wales Architects Registration Board. These include some explanatory notes which can be very helpful in understanding the standard terms. Please read these thoroughly before signing the engagement agreement and returning to us for our records.

Should you have any queries or wish to discuss or clarify any of the enclosed, please do not hesitate to contact us at any time.

Kind Regards

Rebekah Martin
Design Manager

Coverite Projects Pty Ltd ATF Davy Family Trust ABN 91 968 227 783
T 1800 624 990 E info@coverite.com.au W www.coverite.com.au

SYDNEY | NEWCASTLE | MELBOURNE | BRISBANE
Nominated Architect Rebekah Martin 10165



WORKING TOGETHER

The Brief

Research and documentation required for the preparation of a refurbishment master plan for the club as a whole.

Preparation of documented master plan that may be utilised as a road map for future development of the facility and submissions to relevant authorities for grant funding.

Liaison and brief formulation with client regarding short term and long term goals of the site, together with logistical solutions for staging and minimising disruption throughout the achievement of the master plan.

Careful consideration throughout of Clients, visitors, families and staff and the delivery of an empathetic, and gentle course of action which will improve club amenity while minimising disruption and discomfort to those within and around the club throughout the works.

Consideration of the following together with client specific requirements and additional considerations that will arise throughout the process of formulating the master plan:

- Circulation routes - peak times, main thoroughfares, primary connections, entry & street address, safe and user friendly navigation of the site at all times
- Location of residents and progression of residents throughout the site as the master plan progresses - long term goals for number of beds, ease of relocation and
- minimisation of disruption aiming to move any given resident only once throughout the life of the masterplan
- Consideration of staging to relate directly to prioritised areas for improvement/client goals and ensuring staging is logical, sequential and does not disrupt the continuity of operations at the facility.

WORKING TOGETHER

The Process

STAGE 1: BRIEF ESTABLISHMENT

\$3,200

What To Expect

We will meet with you on site with our design team to discuss a detailed brief and expectations outline for the project. Information gathered during this meeting will formulate a detailed return brief and will assist us in directing our site and demographic analysis toward your expectations and goals for the masterplan. This will then lead to an in depth analysis of the site, your requirements and the various things that affect the efficiency of a successful masterplan such as circulation across and through the site, vehicular circulation and access, grouping of residents/students/staff/visitors/etc across the site, and effective staging of construction to minimise disruption etc.

Delivered Documentation & Inclusions

- 1 x On Site Briefing & Team Consultation Meeting
- Return Brief outlining content of the meeting and Overall Brief for the project

Typical Stage Timeframe

Typically this stage will take around 1 week following the Brief Establishment Meeting. This will be followed by a period of review where you, the client, will review the return brief, request amendments etc until both parties are in agreeance that all brief requirements are covered within the return brief document. You will then provide your sign-off on the document and your direction to proceed to stage 2.

STAGE 2: MASTERPLAN DEVELOPMENT

\$4,100

What To Expect

Following the Brief Establishment Meeting, we will conduct in depth research and analysis of the site, it's context, your requirements and the existing and end goal conditions. This research, together with the information gathered during Stage 1 will inform a preliminary, digramatic Masterplan which will be presented to you and your team for review and comment. This review process will inform the final direction for the Masterplan and will provide the detail required for finalisation of the Masterplan Report produced at the end of Stage 3.

Delivered Documentation & Inclusions

- 1 x Presentation Meeting (In person or remotely via zoom/teams) to discuss analysis and preliminary masterplan
- PDF copy of presentation provided after content is delivered

Typical Stage Timeframe

Typically this stage will take around 3-4 weeks depending on the scale of your masterplanning project. This does not include input/feedback/amendments required from you, the client, or any required third party consultants who may be assisting with the project.

STAGE 3: MASTERPLAN DOCUMENTATION & REPORT

\$4,700

What To Expect

Following your direction to proceed to Stage 3, the Masterplan will now be documented fully and formally in the form of both a visually graphic set of drawings and a report outlining the research and analysis that is behind the decision made for the final masterplan. This document may be used for submission to authorities for grant applications and other consultants when working on the realisation of the various stages of the masterplan moving forward.

Delivered Documentation & Inclusions

- 1 x Overall Masterplan document outlining analysis princpals, staging and overall masterplan outcome (including research, documentation and presentation preparation and all drawings and final graphic masterplan details.)

Typical Stage Timeframe

Typically this stage will take around 3-4 weeks depending on the scale of your masterplanning project. This does not include input/feedback/amendments required from you, the client, or any required third party consultants who may be assisting with the project.

WORKING TOGETHER

Notes & Engagement Agreement

1. All fees exclude GST
2. Any items that are further developed or added to the scope of works are not included in these fees and will incur additional time and fees for Coverite Projects to design and document.
3. Fees exclude third party consultant fees. These will be charge directly to the client by the engaged specialist if services are required.
4. Please be aware that the fees allow for 1-2 rounds of discussion and associated amendments to the brief/plans etc between each stage. Major changes such as additions/subtractions from the brief, layout changes, changes involving reverting back to previous iterations etc will incur additional fees.

ENGAGEMENT FORM

RE: 2023471 - McMaugh Gardens Aged Care - Master Plan

Note: Coverite Projects fees do not include fees for the engagement of any third party consultant or authority such as engineers, council or private certifiers.

All fees exclude GST

Stage 1 - Brief Establishment	\$3,200
Stage 2 - Masterplan Development	\$4,100
Stage 3 - Masterplan Documentation & Report	\$4,700
TOTAL	\$12,000

I Christine Valencius have read and understood the masterplan fee proposal and attached terms and conditions provided by Coverite Projects date 15 February 2023. I agree to engage Coverite Projects to undertake the work outlined in this proposal for the fee noted above.

Signed

Date

Position

Phone

Invoicing Entity (If a Company or Trust)



COVERITE PROJECTS

Our Team

We Are....

Motivated By Excellence

Our specialised team collaborate and work with you to create concepts that breathe new life into brand new or existing facilities. It is our mission to improve the functionality of any space

Flexible

To keep up with industry standards, it is important to approach commercial design with innovation and flexibility. This is why we adopt adaptability to manage and complete your space within a set budget and timeframe, while exceeding in design quality.

Professional

We are thoroughly trained in commercial and healthcare compliance, holding specific knowledge of building codes and industry standards to ensure that the daily operations and mechanics of your facility are professionally complete.

Dependable

We are live site specialists. Our experience working around varying operating hours gives you the peace of mind of minimal disruption to your current business, ensuring that you can rely on us to execute the ideas and bring every detail to life, within budget and on time.

Approachable

Our collaborative approach to design, refurbishment and construction forms part of our positive working culture. We listen to your needs, goals and ideas every step of the way, allowing us to introduce you to the most positive aspects of construction and design experiences.



WORKING TOGETHER

Our Pre-Contracts Terms & Conditions

Dear Client,

Please read through the attached Terms & Conditions thoroughly and direct any queries or clarifications directly to us at Coverite Projects.

When you are satisfied that you have read and fully understand the enclosed please sign the engagement agreement located earlier within this document and return to Coverite Projects for our records.

In signing the engagement agreement you acknowledge that:

I/We have read and fully understand the enclosed Terms and Conditions of engagement for Design Services at Coverite Projects Pty Ltd.

This contract is made between the Architect (Coverite Projects) and the Client (You). Both parties agree to be bound by these terms of engagement including any attachments.

Explanatory Notes

Your guide to navigating the design & documentation process

Explanatory Note 1

Architect's Act

- The Architect's Act 2003 (NSW) is available online:
 - <https://www.legislation.nsw.gov.au/#/view/act/2003/89>
- The Architect's Act 1991 (VIC) is available online:
 - <https://www.legislation.vic.gov.au/in-force/acts/architects-act-1991/045>
- The Architect's Act 2002 (QLD) is available online:
 - <https://www.legislation.qld.gov.au/view/html/inforce/current/act-2002-053>

Explanatory Note 2

Code of Professional Conduct

- The NSW Architect's Code of Professional Conduct 2017 is available online:
 - <https://www.architects.nsw.gov.au/download/NSW%20ARCHITECTS%20CODE%20OF%20PROFESSIONAL%20CONDUCT%202017.pdf>
- The VIC Architect's Code of Professional Conduct is available online as part of the VIC Architects Regulations 2015 available online:
 - https://www.arbv.vic.gov.au/wp-content/uploads/2016/11/Architects_Regulations_2015.pdf
- The QLD Architect's Code of Practice is available online:
 - <https://www.boaq.qld.gov.au/images/Documents/COP/Code%20of%20Practice.pdf>

Explanatory Note 3

The Design Brief

- The design brief provided by you during the design brief stage is to assist your architect in assessing what can be realistically built and what options might be available to you having regard to your preliminary budget

Explanatory Note 4

Architect's Registration Boards

- The New South Wales Architect's Registration Board (NSW ARB):
www.architects.nsw.gov.au
- The Architect's Registration Board of Victoria (ARBV):
www.arbv.vic.gov.au
- The Board of Architect's of Queensland (BOAQ):
www.boaq.qld.gov.au

Explanatory Note 5

The Budget

- It is important to have a clear understanding of the meaning of what is a preliminary budget as this is a common source of confusion and can lead to dispute and misalignment between you and your architect. Here, your preliminary budget is not intended to be a reference to what other people might call a total project budget but typically:
 - Includes an allowance for the cost of works (excl GST)
 - Includes an allowance for your architect's services and fees (excl GST)
 - Assists your architect in providing a return design brief; and
 - Assists your architect in assessing and providing realistic concept design option(s) as well as any initial indicative costings
- The preliminary budget excludes fees, taxes, levies or other charges payable to council or other specialist consultants that may be needed, including disbursements and the like. This is because your architect will not have investigated in detail these additional costs at this point and they will change depending on your instructions on your design from time to time;
- You and your architect need to discuss whether and when you would like your architect to investigate any fees, taxes, levies or other charges payable to council or other specialist consultants that may be needed on this project, disbursements and the like to assist you in your overall total project budget considerations

Explanatory Note 6

Quoting

- Please note that an initial indicative budget costing will be provided by Coverite Projects together with your concept design. This will be adjusted from time to time as the design progresses and as variables occur. The final quote accompanying the technical architectural documentation and contract supersede the initial budget costing.

Explanatory Note 7

Design Fees

- Your architect's fees are calculated:
 - As a percentage of the cost of works as agreed for each stage of the service; or
 - As a lump sum; or
 - On the basis of hourly rates; or
 - A combination of some or all of these

Explanatory Note 8

Design & Documentation Stages

- The stages of services for architectural projects have traditionally been conceived as a series of independent activities in a linear process. However, it is increasingly recognised that the design and documentation of buildings may be a non-linear process and that stages may overlap. It is sometimes the case that more than one stage may be undertaken concurrently in the interests of efficiency and expediency. If your architect considers it is desirable to commence more than one stage concurrently, they will advise you and obtain your consent, confirmed in writing.

Explanatory Note 9

Partial Services

- There are pros and cons to partial services, where you may pay your architect only to prepare the construction certificate or complying development certificate documentation and not the complete set of documentation required for the project to be constructed. If you decide to proceed with partial services, you should be aware that while the architectural services will cost less, there is a risk that what you set out to achieve is compromised in terms of the overall scheme or the quality of the finished product.

Explanatory Note 10

The Brief

- In preparing for a design brief meeting, you should give clear thought to:
 - Whether you are exploring a new build, alternations and additions, renovation or possibly all of the above;
 - The type of rooms or structures (e.g. swimming pool), and number of rooms envisaged to be built, altered, added or renovated; and
 - Your preferred aesthetics, styles and construction materials
- Helpful reference: Working with your Architect Consumer Guide:
 - <http://www.architects.nsw.gov.au/download/WORKING%20WITH%20YOUR%20ARCHITECT%20CONSUMER%20GUIDE.pdf>
- Helpful reference: NSW Architects Code of Professional Conduct:
 - <https://www.architects.nsw.gov.au/download/NSW%20ARCHITECTS%20CODE%20OF%20PROFESSIONAL%20CONDUCT%202017.pdf>

Explanatory Note 11

Communication

- It is very important that you communicate clearly with your architect at all times. Lack of communication is a major cause of misunderstandings that can lead to relationship breakdowns.

Explanatory Note 12

The role of the Client

- It is crucial to the success of a project that you take an active role at all times in understanding the budget and the affordability of the project; and in communicating all concerns about this to your architect promptly and clearly
- You should clearly indicate to your architect whether or not you have a fixed and finite amount of money. You should also tell your architect if money is less critical and your priority is to optimise the exploration of design solutions to the brief scenario (irrespective of cost or within given financial limits).
- Helpful reference: Design 'compact' to avoid disappointment (changes in costs of construction):
 - <https://architects.nsw.gov.au/download/CIRCULAR%20-%20SYDNEY%20CONSTRUCTION%20COSTS%20Oct%202016.pdf>
- Helpful reference: Working with your Architect Brochure (ARBV)
 - http://www.arbv.vic.gov.au/wp-content/uploads/2016/11/Brochure_Working_With_Your_Architect_Amended_2.pdf

Explanatory Note 13

Cost Consultancy

- An architect is neither a contractor nor a quantity surveyor, however at Coverite Project we provide each of these services in house. The teams work together to execute their scope of practice informing each other and co-operating to achieve your project. However disciplines will not overlap – for example, your architect will not offer you cost advice, they will defer to our specialised cost consultants. As with all parties who provide estimates, all indications of cost will be subject to assumptions and limitations as more fully described in earlier clauses of this contract.
- It is highly recommended that a specialist cost consultant is used to provide an estimate for the cost of the design early in the process. Clients who choose not to utilise this service do so at their own risk.

Explanatory Note 14

Variations

- Any change in the design or works may constitute a re-design variation, including, but not limited to:
 - Changes in the scope of works, such as adding a swimming pool or a window to the brief after the concept design stage;
 - Changes in levels, dimensions and positions of work, such as increasing the ceiling height or dropping the floor level of a garage to fit a boat after the concept design stage; and
 - Significant changes in the character of the design or quality of the work or construction materials

Explanatory Note 15

Copyright & Intellectual Property

- Copyright is explained in more detail in:
 - Access to Electronic Files Information Sheet:
 - <https://www.architects.nsw.gov.au/download/INFORMATION%20SHEET%20-%20ACCESS%20TO%20ELECTRONIC%20FILES.pdf>
 - Architects and intellectual property: Protecting Your Building Plans and Designs:
 - https://www.architects.nsw.gov.au/download/Architects%20and%20intellectual%20Property_2017.pdf

Explanatory Note 16

Dispute Resolution

- Parties should aim to resolve any dispute or disagreement before the relationship between them completely breaks down. The Board offers an alternative dispute resolution pathway focused on the ability for both parties to seek a resolution to the matter in an informal and impartial setting. It is recommended that you read:
 - <https://www.architects.nsw.gov.au/download/INFORMATION%20SHEET%20-%20Alternative%20Dispute%20Resolution.pdf>

Explanatory Note 17

Termination

- Termination of a contract is a serious matter and you are advised to seek legal advice. If termination is being considered in the context of a dispute or disagreement between the parties, you should consider the Board's alternative dispute resolution pathway that is focused on the ability for both parties to seek a resolution to the matter in an informal and impartial setting. It is recommended that you read:
 - <https://www.architects.nsw.gov.au/download/INFORMATION%20SHEET%20-%20Alternative%20Dispute%20Resolution.pdf>

Terms & Conditions

Notes:

'The Architect' refers to Coverite Projects

'The Client' refers to You

"you" refers to the client who is signatory to these terms

KEY SERVICE PROVISIONS

The architect must:

- Perform the services agreed with the client ("you"):
 - With integrity and with reasonable professional skill, care, diligence and promptness expected of an architect engaged on projects similar to the project which the services relate and in compliance with the code of conduct; and
 - In accordance with relevant laws, standards, codes and guides
- Only offer services within the architect's skill and competency
- Communicate with you reasonably promptly, respectfully and regularly
- Provide relevant information to you in writing in relation to the services agreed to be provided and the matters set out in clause 6 and 8 of the code of conduct
- Confirm in writing with you the key information discussed and your instructions
- Agree on reasonable time frames with you having regard to the nature and extent of instructions provided
- Provide the services in accordance with the agreed time frames
- Advise you as soon as the architect becomes reasonably aware of any delay in meeting an agreed timeframe, explain the basis for the delay and endeavor to reach an agreement on a new reasonable timeframe with you
- Advise you to obtain specialist advice or services from a suitably qualified person other than an architect if the architect believes it is in your interests to do so
- Advise you as to the progress of the services, in a manner and frequency agreed with you

- Manage cost expectations by:
 - Requesting a preliminary budget during design brief communications
 - Providing a return design brief to you before proceeding with concept design(s)
 - Notifying you of:
 - Each material matter likely to see a change including an increase in the cost, duration, or complication (buildability) of the works ("the change"); and
 - The need for you to provide clear instructions, confirmed in writing, about how the architect is to proceed based on the change
- Comply with the architect's obligations in relation to record keeping and your entitlement to inspect certain records as set out in the code of conduct
- Comply with the architect's disclosure of conflicts of interest' obligations under the code of conduct

The Client (You) must:

- Be prepared before initially meeting with the architect (the design brief meeting) and at every subsequent agreed meeting with the architect
- Communicate with the architect:
 - Promptly, respectfully and regularly to avoid delay costs and maintain momentum;
 - To agree on timeframes;
 - To provide all information, documents and directions required by the architect to perform and complete the services;
 - To fully co-operate and ensure the efficient performance of the services
 - To provide timely feedback and approval for each stage before the architect continues to the next;
 - If you become aware of being unable to comply with the preceding points all or in accordance with agreed timeframes; and
 - If you are not happy with something
- Manage cost expectations by:
 - Providing a reasonable preliminary budget during design brief communications;
 - Providing a carefully considered design brief; and
 - Providing clear instructions, confirmed in writing, about how you want the architect to proceed against any changes likely to see an increase in the cost, duration, or complication (buildability) of the works.
- Enter into direct contracts with specialist consultants that are in the opinion of the architect reasonably required. These consultant contracts will include a direct responsibility for you to pay to the specialist consultants all fees and other costs agreed under those contracts
- Allow the architect reasonable access to the project site before, during and after the provision of their services
- Allow the architect to erect signage at the project site
- Grant permission to the architect or their agent to photograph the project and use the project, and any material generated by it, for awards programs, publications, marketing and promotion

Earlier Services

- Unless agreed in writing to the contrary, any earlier services the architect has provided or agreed to provide to you which are in any way related to the works the subject of this contract, shall also be subject to the terms and conditions of this contract

Stages

- Unless agreed to the contrary and confirmed in writing, the services shall be provided stage by stage, as follows:
 - Discovery Meeting
 - Concept Design
 - Developed Design (Approval Applications & Permits)
 - Technical Design (Construction Documentation)
 - Contract Administration
- If the architect considers it will be efficient or expedient to commence more than one stage of the services concurrently, or to commence specific items from subsequent stages prior to commencement of that stage, the architect must obtain your consent, which must be confirmed in writing
- The architect must obtain your consent, which must be confirmed in writing, before selecting any contractor or consultant to perform work or services in relation to the project

VARIATIONS

- You and the architect may vary/change the scope of the services only by agreement confirmed in writing by the parties
- The following procedure is to apply to any variations or changes of the kind described under this clause:
 - You must direct the variation (including a direction to provide services which in the architect's opinion amounts to a variation) orally or in writing
 - The architect is to confirm the terms of the variation in writing including:
 - The scope of the variation
 - The fee, hourly rates to apply, or other proposed mechanism for valuing the variation; and
 - Whether part of the previously agreed upon services have been replaced and is no longer relevant
- If you do not confirm the terms of the variation by agreement in writing (or any amended terms satisfactory to both parties) within five business days of receipt of those terms, the project may be delayed

- The architect is entitled to a re-design variation if the architect is directed by you to depart at any time from:
 - The concept design options; and/or
 - The scope of the design or works
 - If there is a re-design variation, the architect must promptly provide a written notice to you:
 - Identifying the nature of the re-design variation; and
 - Either:
 - Advising you of the fees for the re-design variation; or
 - If the fees are not reasonably capable of being determined in advance, the architect must propose a method for immediately valuing the re-design variation once it is completed
- If you do not within five business days of receipt of that notice confirm agreement in writing of both the scope of and the fee for the re-design variation (including where relevant the method for determining the re-design variation), the project may be delayed

PAYMENT

- The architect may provide a tax invoice to you for any deposit
 - On or after the date of this contract
 - Regardless of whether the architect has performed any services
- The deposit will be accounted for in the tax invoice the architect provides at the completion of the services or the earlier termination of this contract
- You, as the client must pay the architect:
 - The amount of each tax invoice within the time provided for; and
 - Interest at the rate set out in any overdue payments
- Acknowledge that the architect may deduct any overdue payments from any deposit held by the architect

INSURANCE

- The architect must for the architectural services being provided or to be provided to you:
 - Maintain an appropriate policy of professional indemnity insurance;
 - Provide you with information relating to that insurance maintained;
 - Maintain public liability insurance (as is available upon reasonable commercial terms); and
 - Maintain workers' compensation insurance (employers liability insurance) (as required by law).

COPYRIGHT

- All copyrights coming into existence in connection with the performance of the services vest in and are owned by the architect
- The architect grants you a revocable, non-exclusive, non-transferable license to use the documents created by the architect once only for the construction of the project at the nominated project address
- Attribution for the design must be made to the architect in any use
- The architect (or any nominee) may, in respect of the project as the architect considers desirable:
 - After giving reasonable notice, take such project records, including photographic records; and
 - Publish such materials
- The services exclude the provision of any documents in digital formats other than portable document format (PDF)
- If there is any dispute in relation to copyright, the provisions of this contract must be followed.

CONSUMER LAW, RELEASE & LIMIT OF LIABILITY

- Subject to this section and to the extent permitted by law, you release, hold harmless and indemnify the architect for, from and against any actual or alleged, direct or indirect, costs, losses, damages, fines, penalties and any other monetary consequence or liability in contract, under statute or at law incurred by the architect arising out of or in connection with this contract, the works or the project at large:
 - Arising out of or in connection with personal injury (including death) to or affecting you or anyone, defects and property damage to or affecting you or anyone, financial loss to or affecting you or anyone, any statutory, regulatory, or supervisory investigation or proceeding involving anyone (except for the architect where it involves the NSW ARB); and
 - Whether arising out of or in connection with allegations made by you, a party you have contracted with, party the architect has contracted with, or anyone else, or an authority or regulator or other supervisory body (except the NSW ARB),
- Except to the extent the architect is covered under their public liability or professional indemnity insurance policy as applicable.

SUSPENSION

- Suspension by the architect:
 - If you fail to pay in full any one or more of the tax invoices provided by the architect within the time provided for, the architect may (on giving five business days' written notice) suspend the performance of all or part of the services and exercise their rights under the provisions of this contract
 - In the event that:
 - Agreement is not reached as to the amount payable under the dispute resolution process; or
 - You breach the terms of payment under the dispute resolution process;

The architect may, if the architect still assesses you are in default, exercise their rights under this contract without prejudice to either party's rights to dispute the validity of the termination
- Resuming Performance after suspension:
 - The architect may, on giving five business days' written notice, resume the performance of the services or the relevant part
 - The architect must, on being paid in accordance with the process in this contract or otherwise, resume the performance of the services or the relevant part within five business days
- Consequences of suspension:
 - If the architect exercises their rights:
 - You may not terminate this contract under the general law (or otherwise) without complying with the dispute resolution and termination provisions in this contract;
 - The project may be delayed beyond the actual period of suspension; and
 - The copyright license granted under the above, is revoked during the period of the suspension

DISPUTE RESOLUTION

- In the event that the parties are in dispute or disagreement or allege a breach of an obligation under this contract, or at law or under statute otherwise, it is a requirement that alternative dispute resolution takes place. The following alternative dispute resolution process must be followed:
 - Before commencing a formal dispute in writing, the party who initiates the dispute or disagreement including any assertion that the other party is in breach of their obligations under this contract or at law or under statute otherwise ("the issues") must:
 - Contact the other party to discuss the issues (and any issues the other party has, which they must also raise in response) ("the discussion"); or
 - Arrange a meeting to hold the discussion; and
 - The other party must agree to have the discussion; and
 - The discussion is to occur in a clear, respectful, non-emotive manner;
 - If after the discussion any of the issues are unresolved, a party must give a written notice ("dispute notice") to the other party:
 - Setting out the issues in a concise, clear, respectful, non-emotive manner;
 - Setting out how they would like to see the issues resolved; and
 - Proposing a place and not less than three dates and times within a period of the next five business days for a meeting to take place to resolve the issues
 - The other party must:
 - Set out in concise, clear, respectful, non-emotive manner their relevant response to the issues including any of their own issues;
 - Set out how the party would like to see the issues resolved; and
 - Agree to one of the three dates and times proposed by the party for the meeting (or propose three new dates which are no later than a further period of five business days thereafter);
 - The parties must then meet in good faith and in a respectful and non-emotive manner for a resolution discussion to achieve a complete resolution of, or at least seek to minimise, the issues and to the extent there is resolution of the issues, document that resolution in writing; and
 - To the extent there is a failure to achieve a complete resolution of all the issues documented in writing within 15 business days of the giving of the dispute notice, this shall be a deemed failure to reach a complete resolution.
- The parties are permitted to have one non-legally qualified support person attend any meetings referred to
- In the event the parties are unable to reach a complete resolution, a party may within a further 10 business days of the date applicable, contact the Registrar of the NSW ARB requesting that the parties be referred to mediation under the NSW ARBs alternative dispute resolution process and the parties must then participate in and shall be guided by this process
- In the event this clause does not result in a complete resolution of all the issues, the parties may utilise their other rights under this contract under statute and at law
- The existence of a disagreement does not excuse any party from performing their respective obligations under this contract (except those in respect of which the disagreement exists)
 - To the extent you are a consumer under the ACL and have any claim under this contract arising out of any Consumer Guarantee, then you are encouraged to follow, but are not bound by, the dispute resolution procedures set out in this clause.

TERMINATION

- This contract may be terminated:
 - By agreement of the parties which must be confirmed in writing; or
 - With either party giving no less than 10 business days' notice of termination in writing to the other party if there are no disputes, disagreements or alleged breaches of obligations; or
 - If there are disputes, disagreements or alleged breaches of obligations between the parties, with either party giving no less than 10 business days' notice of termination in writing to the other party after completion of the dispute resolution process; or
 - By the architect, in order to comply with the code of conduct, which provides that the architect must withdraw from the provision of any architectural services if the architect reasonably believes that, in the architect's professional judgment, the provision of the services would require the architect to act in a manner that the architect considers unethical, or in contravention of the relevant Act, the Regulation or the code of conduct. Under this contract, such withdrawal may occur by the architect giving no less than 2 business days' notice of termination in writing.
- Upon a party giving notice of termination under the above clause, the architect must promptly issue a tax invoice setting out details of the following:
 - The unbilled value of the services performed to the date of the notice;
 - The additional unbilled value of the services to be performed from the date of the notice up to the effective date of termination (if any);
 - The unbilled value of the disbursement incurred to the date of the notice (including any administration fee);
 - Allowance for monies received on account for unbilled services or disbursements
- Unless otherwise established at law, you, as the client, are liable to pay the architect the amount of the tax invoice referred to in the previous clause and any interest applicable under this contract in the event of late payment

GST

- The parties acknowledge that, unless otherwise expressly stated, all amounts of monetary consideration in this contract are exclusive of GST
- Unless otherwise expressly stated, you, as the client, are responsible for GST



Thank You!

We would like to thank you for the opportunity to submit this Fee Proposal for your consideration.

Should you require any additional information please do not hesitate to contact us at any time.

Our showroom and office is based in Newcastle, New South Wales, however we service the entire East Coast of Australia and are happy to accommodate your needs.

We look forward to the opportunity of working with you in the future!



SYDNEY | NEWCASTLE | MELBOURNE | BRISBANE

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www.coverite.com.au

Nominated Architect Rebekah Martin 10165

Discover. Design. Deliver.



Coverite
PROJECTS

Discover. Design. Deliver.

- RESIDENTS ROOM
- COMMUNIAL AREA
- SUPPORT SPACE
- LINKWAY
- BATHROOM

INFO:
36 beds
14 carparks



GROUND FLOOR existing

King St

Issue Description	Date
PRELIMINARY	
	
<p>A 25 K rita Drive, Beresfield, NSW 2322 T 1800 624 990 E admin@coverite.com.au W www.coverite.com.au</p> <p>Nominated Architect Rebekah Martin 10165</p>	
	
<p>DRAFT/PRELIMINARY NOT FOR CONSTRUCTION</p> <p><small>Notes The information contained in this document is copyright and may not be used or reproduced for any other project or purpose.</small></p> <p><small>Copyright</small></p> <p><small>Verify all dimensions and levels on site and report any discrepancies prior to the commencement of work and any ordering of materials. Drawings are to be read in conjunction with all contract documents. Use figured dimensions only. Do not scale from drawings. Coverite Projects cannot guarantee the accuracy of content and format for copies of drawings issued electronically. The drawing shall not be used for construction unless endorsed for construction and authorised for issue.</small></p>	
<p>Number Project Number</p> <p>McMaugh Gardens Masterplan</p> <p>Project Title 39 King Street Uralla NSW 2358 Australia Site Address</p> <p>Uralla Shire Council Client</p>	
<p>existing site plan Drawing Title</p>	
<p>DA004 Drawing Number</p> <p>1:500 @ A3 Scale</p> <p>Issue</p>	

- RESIDENTS ROOM
- COMMUNIAL AREA
- SUPPORT SPACE
- LINKWAY
- BATHROOM

INFO:
59 beds
16 carparks



Issue Description Date

PRELIMINARY



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T 1800 624 990
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W www.coverite.com.au

Nominated Architect Rebekah Martin 10165



DRAFT/PRELIMINARY NOT FOR CONSTRUCTION

Notes
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Copyright

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Number

Project Number

McMaugh Gardens
Masterplan

Project Title
39 King Street Uralla NSW 2358
Australia
Site Address

Uralla Shire Council
Client

SITE PLAN

Drawing Title

DA030

Drawing Number

1:500 @ A3

Scale

Issue #

Issue

14.12 Complaints 1 January - 31 March 2023

Department:	Corporate & Community
Prepared By:	Interim Executive Director Corporate & Community
Authorised By:	Interim General Manager
Goal:	4. We are an independent shire and well-governed community
Strategy:	4.2. A strategic, accountable and representative Council

SUMMARY

Reporting on the requests and complaints received by Council from 1 January to 30 June 2023.

RECOMMENDATION

That the report relating to complaints from 1 January to 30 June 2023 be received.

REPORT

Within the Complaint Management Policy 2019, a complaint is defined as:

any expression of dissatisfaction with:

- Level and quality of service or policies or procedures.
- Service provided by Council staff, contractors and systems.
- Impact of a particular policy and procedure.
- Council's decision making process.
- Corrupt conduct or failure to declare pecuniary interest/conflict of interest.
- Breach of Code of Conduct.
- Wrong or misleading advice.

Additionally, a complaint is one where Council has or would appear to have failed to respond appropriately to a request for a service or a report. A complaint for the purpose of this policy does not include:

- Matters or services not related to Council, Council staff or Councillors
- A request for services
- A request for information or explanation of policies or procedures or decisions of Council
- Reports of damaged or faulty infrastructure (e.g. road pothole)
- Reports of hazards (e.g. fallen tree branch)

- Reports concerning neighbours or neighbouring property (e.g. noise or unauthorised building works)
- Lodgement of an appeal to a Council decision, policy or procedure (e.g. a complaint about an approved development or draft policy or plan – unless this is recorded as a complaint about Council’s decision making process)

Complaints and issues management and resolution

Our overarching aim is to minimise complaints by continually working on the full implementation of our systems and procedures and, where necessary, improving those systems and procedures to meet our adopted levels of service. We recognise that there will be occasion where customers may be dissatisfied with our service. We want to know when this happening so that we can take steps to address the matter. We also want to foster a culture where our customers feel they can advise of their concerns with the confidence that they will be heard and that they will be treated fairly and impartially.

Recording and managing complaints also allows us to identify potential deficiencies in our systems and processes and to consider improvements

Tier one - Customer requests

Council seeks to resolve customer requests as quickly and efficiently as possible. Wherever possible we seek to resolve any issues at the first point of contact or by reference directly to the officers who have the expertise and authority to address the area of concern.

All customer requests are registered in the Customer Request System (CRM) and allocated to the relevant officer for a response. It should be noted that the majority of records in CRM are customer requests not complaints. Either way we seek to respond to our customers as efficiently as possible and record our acknowledgment and the outcome of our action.

Council received 941 customer requests between 01/01/2023 and 30/06/2023

The highest volume of customer request are received for the following functions:

Function	% of total
Request for animal control/action	25%
Waste collections	24%
Roads and Infrastructure	23%
Water supply	11%

Tier two

Complaints that cannot be resolved on the spot or require further investigation by a more senior officer are referred to as tier 2 complaints.

In the period 01 January 2023 -30 June 2023 Council managed 16 tier 2 complaints

	Alleged Issue(s)	Management	Resolution

1	Complaint about professional conduct by staff member during meeting with complainant about a noise/barking dog issue.	Reviewed, meeting protocols updated. Matter addressed and determined by the Executive Director Infrastructure & Development	Partially upheld
2	Noise – barking dog and screeching macaws.	Review of owner's compliance with <i>Companion Animals Act</i> , sound proofing installed on aviary, suggested referral to CJC if complainant unsatisfied	Partially upheld
3	Missed bin collection, JR Richards drivers speeding on backstreets, phone calls not being returned/updates not being provided	Next collection dates and collection calendar provided, Manager Environment & Waste raised matters with contractor, apology offered regarding calls/updates	Partly upheld
4	Decision making process, quality of work and failure to respond – water causing damage to Blue Mountain Road	Further investigation is being undertaken with respect to this matter	
5	Complainant cut their hand on infrastructure at Recycling Centre.	Maintenance undertaken, improvement works proposed	Upheld
5.1	Complaint about lack of timely response of staff at Recycling Centre when advised of 5(a) above	Referral to Manager Waste and Environment to reinforce service standards with team	Partially upheld
5.2	Failure of council to respond to 5(a) and 5(b) (note 3 days had elapsed)	Correspondence acknowledged and advise complainant of actions	Not Upheld
6	Poor quality of work sealing ungraded gravel at intersection Mt Butler Road and Kalinda road	Customer Service officer contacted complainant to advise that the works were an interim safety measure. Further work were scheduled to stabilise the area	Not upheld
7	Burial plot prepared in wrong location, correct burial plot prepared during burial service	Internal investigation, procedures amended	Partly upheld, error and apology offered RE first allegation, council's fees for cemetery services reimbursed
8	Staff member attended residence to take meter reading, threatened to hit barking dog and continued to do so while	Investigation by staff identified inconsistencies in the accounts of the incident .	Not upheld

	owner tried to restrain dog.	Staff requested the dog be restrained when they revisited the property to complete the water meter read.	
9	Lack of Council response to complaints about neighbour overgrown yard	<p>This is a long standing deceased estate issue in which council has acted numerous times to seek to address the issue. The complaint acknowledges Councils past efforts but feels there must be more that can be done</p> <p>Further investigation is being made as to the extent of Councils powers to address the matter. The Public Officer has met personally with the complainant</p>	Not upheld
10	Failure to respond to request for service (road damage) at Yarrowyck	Councillor apologised for lack of response after contacted directly, staff member spoke with complainant on site and updated her about planned work on 3 rd working day after the request for service was raised	Not upheld
11	Red bin mishandled waste contractor vehicle resulting in damage to lid	Organised replacement lid, directed waste contractor to performance manager driver	Upheld
12	Odour from Bundarra Sewage Pumping Station	Investigation, engagement of contractor and industry experts to resolve odour issue, letter to affected residents hand delivered 9 days after complaint letter from residents received	Upheld
13	Timeliness of s 68 approvals and inspections	<p>Feedback provided through Cr Doran on the time being taken to issue section 68 approvals</p> <p>Staff follow up identified that s68 approvals can be delayed when there is insufficient information to process the application or when application fees remains outstanding</p> <p>Staff are aware of an instance where a s68 approval was delayed due to a failure of Councils internal referral system. The customer was contacted and an apology offered. More stringent internal referral protocol have been established</p>	Partially upheld
14	Customer paid for replacement and delivery of new bin. Failure to respond to phone calls or make contact with customer for 2 weeks regarding delivery	<p>Council has replaced the service and advised the customer.</p> <p>Councils record of contact with this customer supports the customers assertion</p>	Upheld
15	Failure to collect bin 4 times in 6 weeks	Investigation, meeting with customer, short term solution adjusting placement of bin to	Upheld

		facilitate ease of collection, long term solution to undertake minor earthworks to create useable flat area outside complainant's residence for placement of bin	
16	Failure to manage reports of dangerous dogs	Matters investigated by Ranger. Re first matter enquiry with surrounding neighbours did not support report of undue aggression. Second matter – ranger discussed proactive management of animal by owners	Not upheld

Tier 3

Where a complaint and subsequent review has not been resolved to the satisfaction of the complainant the General Manager or Public Officer will advise the complainant that they may refer the matter to an external agency for external review. In some instances Council may offer the option of a dispute resolution process such as mediation.

In the period 01/01/2023 -31/06/2023 Council responded to 4 complaints referred to external agencies.

	Alleged Issue(s)	Management	Resolution
1.	Complaint to Ombudsman about how council managed complaints/applied its complaint handling policy	Responded to request for information from Ombudsman, review and update of Complaints Management Policy to be undertaken, proposed staff awareness program in relation to new Complaints Management Policy and Procedure	Partly upheld, Ombudsman satisfied with response and did not proceed to a formal investigation
2.	Complaint to Aged Care Quality and Safety Commission RE a TCO client. Issues – failed to manage complaint appropriately, not consulted before 3rd party services cancelled	Provided response to request for information, learnings – reinforced the importance of consumers involving their Care Coordinator first and then together they agree on how to deal with any issues.	Complaint closed, no further action by Commission
3.	Complaint to Aged Care Quality and Safety Commission RE TCS client being charged for administration costs and not receiving any services while in hospital	Information provided following request by Commission, opportunity for learnings and improvement in re-visiting options when circumstances change	Complaint closed, no further action by Commission

4.	Complaints about timing and quality of services provided by TCT and TCS	Information provided to Commission in response to complaint raised by client. Matters investigated but not upheld	Complaint closed, no further action by Commission. Client has moved away from service area
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Continuous improvement

Strategic monitoring of complaints by Council and executive provides an important opportunity to identify trends and consider continuous improvement requirements.

The theme emerging from this reporting period relates to the timely acknowledgement of complaints and/or provision of advice on next steps to be undertaken by council (as per the Complaints Management Policy).

It is timely to review the Complaints Policy and then undertake further staff training on the process, including the response protocols, with all staff.

Future improvements to the customer request module, following the proposed upgrade of Council's information technology infrastructure and databases will improve the ability for management and Council to monitor customer requests which will enable improved customer experience.

Conclusion

Council's complaint management process is important to provide a mechanism for review, resolution and/or escalation as well as providing an important opportunity to review and improve the organisation's systems and performance.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Public policy: Complaints Management on the Council website

Policy and Regulation

Complaints Management Policy 2019.

Code of Conduct 2020.

Financial/Long Term Financial Plan

Complaint management consumes staff resources and on occasion independent investigation costs; however, as a regulatory authority and service provider Council is required to resource this.

Asset Management/Asset Management Strategy

Not applicable

Workforce/Workforce Management Strategy

Council has staff able to undertake some complaint management. Where complaint issues require independent and/or specialist review that is sourced externally.

Legal and Risk Management

Reputation risk: As a regulatory authority and service provider there is a significant risk to Council if it does not facilitate and respond to complaints in a timely and transparent manner. To manage this risk, it is important that Council has a publicly available Complaints Management Policy which is appropriately implemented. Transparency via a biannual report to Council provides good management of this risk and demonstrates to the community that Council is committed to continuous improvement.

Performance Measures


In line with the Complaints Management Policy.

Project Management

Manager Governance and Service Centre

14.13 Register Resolutions Actions Status as at 19 September 2023

Department: General Manager's Office**Prepared By:** Executive Assistant**Authorised By:** Interim General Manager**Reference:** UINT/23/13231

Attachments: 1. Register Actions Status Report as at 19 September 2023 [↓](#) 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**Goal:** 4. We are an independent shire and well-governed community**Strategy:** 4.1. Informed and collaborative leadership in our community**SUMMARY**

The purpose of this report is to provide Council with the Resolution Action Status updates.

RECOMMENDATION

That Council note the Resolution Action Status Report as at 19 September 2023.

REPORT

Following every council meeting, the resolutions of Council which require action are compiled. This document is referred to as the Resolution Action Status.

The purpose of the Resolution Action Status is to enable Council to monitor progress of resolutions until they are actioned.

Once resolutions have been completed they are removed automatically from the report.

CONCLUSION

The Resolution Action Status is presented to Council at each Ordinary Meeting.

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MEETING DATE	ITEM NO.	SUBJECT	MOTION	COMMENTS
Council 23/11/2015	14.1	Bergen Road Land Acquisition and Exchange for Road Works	<p>RESOLUTION 01.11/15</p> <p>Moved: Cr K Ward Seconded: Cr L Cooper</p> <p>That the Council approve for the exchange of land associated with the reconstruction of Bergen Road and authorise the General Manager to complete all documentation.</p> <p>Unanimous</p>	<p>18 Jul 2023</p> <p>Transferred from old system., Notice of road closure gazetted. Plan of subdivision - in progress as at Dec 2015, Solicitor contact numerous time for update - awaiting update.</p> <p>06 Sep 2023</p> <p>Publication of Government Gazette in Feb 2023. Solicitor following up with Surveyor for signatures, will then proceed to Deed for sign off.</p> <p>11 Sep 2023</p> <p>Solicitor has made contact with Surveyor - Deed of Settlement expected to progress end of September 2023 if planned meeting goes to plan.</p>
Council 25/07/2016	14.1b	Gazetting of Land Acquired for approaches to new Emu Crossing Bridge-2	<p>RESOLUTION 18.07/16-2</p> <p>Moved: Cr F Geldof Seconded: Cr R Crouch</p> <p>2. Make an application to the Minister and the Governor for approval to acquire the Land described as Lot 1, 2 and 3 in Deposited Plan 1208204 (and formerly known as part of Lot 38 in Deposited Plan 753662 and part of the Crown Land described as Lot 110 in Deposited Plan 753656) by compulsory process under Section 177 of the Roads Act 1993.</p> <p><u>Unanimous</u></p>	<p>18 Jul 2023</p> <p>Transferred from old system.</p> <p>18 Jul 2023</p> <p>Being progressed by Council's solicitor., MDP meeting with solicitor for update 21/6/2023.</p> <p>06 Sep 2023</p> <p>Solicitor advised contact made with Office of Local Government (OLG) with no movement since May 2023. Solicitor promise to follow up - awaiting further updates.</p>
Council 22/03/2022	15.12c	15.12 PROPOSED CHANGES TO REVENUE POLICY FOR SEWER AND TRADE WASTE CHARGE	<p>RESOLUTION 24.03/22-3</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Leanne Doran</p> <p>3) Advise potentially effected businesses and individuals of council's intent and the need under the NSW Governments Guidelines to apply for permission to discharge trade waste to the Council sewerage system.</p> <p>4) Advise businesses or individuals of the standard discharge factor, from the Department of Water that council intends to apply to their business and provide them with an opportunity</p>	<p>10 Aug 2023</p> <p>18/7/2023 Work ongoing on identification of relevant discharge factors is still ongoing, delayed due to resourcing constraints. Officers are currently finalising the work to ensure that the notification requirements can be complied with prior to the charges being imposed including checking the types of businesses and applicable discharge factors. It is anticipated letters will be issued to businesses in the next 2 months after which the program can be implemented.</p> <p>10 Aug 2023</p> <p>Point 6 - Draft Policy prepared by Staff. Staff have reviewed Rates & Water Charge items to build final report 16/6/2023</p>

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	<p>to apply options to ameliorate trade waste, and justify an alternate discharge factor</p> <p>5) Following consideration of the applications and requests to modify, council apply these changes retrospectively to the Water and Sewerage Charges Notices issued in December 2021 and reissue those notices.</p> <p>6) Develop a Trade Waste Policy based on the Model Policy for Discharge of Trade Waste to the Sewerage System.</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p>	<p>10 Aug 2023</p> <p>Modified discharge factors applied following review of business types against NSW Trade Waste Guidelines (Item 5) and these applied on Water & Sewer rate notices.</p>
<p>Council 14.5 Town Water Security Options 22/11/2022</p>	<p>RESOLUTION 45.11/22</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Tom O'Connor</p> <p>That Council:</p> <ol style="list-style-type: none"> Incorporate review of water supply options within the scope of the Integrated Water Cycle Management (IWCM) plan. Seek a single-invited quotation from NSW Public Works Advisory for development of the IWCM as soon as possible with the inclusion of clear deliverables and hold points. Liaise with the funding partner to bring the ground water drilling investigation to an end with or without the final two test bores no later than February 2023. <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Cr Leanne Doran</p>	<p>01 Dec 2022</p> <p>1. Noted, 2. Public Works have been notified and are in the process of sending a quote with procedural process to be followed., 3. Liaison with funding partner to proceed, reliant on point 2 completion.</p> <p>10 Jan 2023</p> <p>IN PROGRESS- A brief is under development to provide PWA to price the works and then seek funding from DPI-E</p> <p>22 Mar 2023</p> <p>Public Works Advisory has provided a draft 'reverse' brief for the IWCM based on their understanding of the scope. Council staff are editing the scope to include issues not addressed by PWA and alert PWA to previous studies so that PWA can complete their estimate. Department Planning & Environment (the funding body) is also reviewing the scope. A status report on the groundwater project is included in the March 2023 meeting.</p> <p>19 Apr 2023</p> <p>Council staff are editing the scope of 'reverse brief' from NSW Public Works to include issues not addressed by PWA and alert PWA to previous studies. Meeting scheduled in March with officers from funding body (Department Planning & Environment) had to be postponed will be rescheduled for May.</p> <p>25 May 2023</p>

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			<p>'Reverse brief' still under review due to workloads in operational matters and responding to budget queries.</p> <p>16 Jun 2023</p> <p>Reverse brief still under review due to operational matters.</p> <p>18 Jul 2023</p> <p>Adjustments to reverse brief sent back to Public Works to revise quotation, awaiting response.</p> <p>07 Aug 2023</p> <p>Public Works Advisory are revising project scope to incorporate USC comments on draft brief, aiming to have new scope and costing finished end August for review USC & DPE (funding body).</p> <p>14 Sep 2023</p> <p>Public Works Advisory have provided revised proposal with costing on 18 September 2023. Proposal to be discussed with Department of Planning and Environment as regulator and funding body.</p>
Council 13/12/2022	14.3	Waste Management - Long Term	<p>RESOLUTION 38.12/22</p> <p>Moved: Cr Tom O'Connor Seconded: Cr Tim Bower</p> <p>16 Jan 2023</p> <p>Brief for a waste strategy is under development. Preliminary discussion held with Walcha Council and meeting scheduled start of February to discuss each Council's waste issues. Specification and procurement documents for waste collection trucks being developed.</p> <p>22 Mar 2023</p> <p>Preparation of a consultant's brief for a Waste Strategy is ongoing. Discussions were held with Walcha and Armidale Regional Council on 2/2/2023 to discuss regional waste issues. A draft Waste Strategy for Walcha Council is currently under review. The Request for Tender for 2 waste collection trucks was released on 22/3/2023 and closes on 14/4/2023. .</p> <p>19 Apr 2023</p> <p>Consultant's brief for a waste strategy is ongoing. Evaluation of tenders for the purchase of the trucks is ongoing, a report to be submitted to Manager Environment and Waste in May 2023.</p> <p>20 Jun 2023</p> <p>Consultant brief is being prepared.</p> <p>22 Jun 2023</p> <p>1. That Council commit to the development of a long-term waste management strategy, estimated cost of \$100,000, covering all aspects of Council's waste management business including the potential implications emanating from the NSW government strategy on Waste and Sustainable materials.</p> <p>2. That Council fund the development of the management strategy in 2022/23, from unbudgeted additional revenue of approximately \$100,000, received from the sale of scrap metals.</p> <p>3. That Council enter into discussions with Walcha Council for a joint arrangement in the development of a waste management strategy for each Local Government Area.</p> <p>4. That Council proceed to tender to purchase two waste collection trucks subject to the following:</p>

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	<p>a. to be resourced by loan funding; and b. a report be presented to Council to approve the loan for the purchase of the two waste collection trucks once the purchase price is known; and</p> <p>5. Council approve an extension to the existing contract for waste collection services until the new waste collection trucks are procured and that as a budget adjustment is required that separate report be presented to Council as soon as possible.</p> <p>6. That Council apply for funding under the 'Landfill Consolidation and Environmental Improvements Program Round 1' for construction of the new Bundarra waste transfer station subject to clarification of co-funding requirements (if any).</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Crs Sarah Burrows</p>	<p>RFQ completed, finalising on an addendum on background information. Invitation to quote being send out on 26/6/2023</p> <p>18 Jul 2023</p> <p>RFQ for a Long-term Waste Strategy and Master Plan for Uralla Landfill placed on tenderlink on 27/6/2023, closing 31/7/2023.</p> <p>07 Aug 2023</p> <p>RFQ for Waste Strategy closed on 31/7/2023, four submissions received within the tender period are currently being evaluated.</p> <p>14 Sep 2023</p> <p>Due diligence is now underway before award of contract to the successful Consultant. This will be concluded by end of September 2023.</p>
<p>Council 9.1 End of Year Financial Statements 2022 Referral to Audit 30/01/2023</p>	<p>RESOLUTION 19.01/23</p> <p>Moved: Cr Tom O'Connor Seconded: Cr Bruce McMullen</p> <p>That Council endorse the Draft General Purpose Financial Statements and Draft Special Purpose Financial Statements for the financial year ending 30 June 2022 and refer them to the Auditor pursuant to section 413 of the <i>Local Government Act 1993 (NSW)</i>; with the cash expense cover ratio General indicator (on page 81 of 85) adjusted from 1.58 months to 11.52 months and corresponding adjustments; with the following items to be discussed with the Auditor:</p> <ol style="list-style-type: none"> 1. Council would prefer to allocate the ground water investigation grant to operating revenue (currently listed as a CAPEX project); and 2. Council would prefer to recognise Government contributions to McMaugh Gardens residents, currently 	<p>18 Jul 2023</p> <p>Update sent to Councillors 18/07/2023, Follow up with Auditors in progress.</p>

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		recognised as subsidies, as operational revenue (not grants and subsidies).		
		For:	Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey	
		Against:	Nil	
Council 28/03/2023	14.8	Master Plan for a Staged Expansion of McMaugh Gardens	<p>RESOLUTION 16.03/23</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Tara Toomey</p> <p>Approve the allocation of \$12,000 for investment in the master plan for a staged expansion of McMaugh Gardens from the strategic development restricted asset and engage Coverite Projects to prepare the master plan in accordance with their proposal (confidential attachment 1).</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Lone Petrov, Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Cr Tom O'Connor</p>	<p>17 Apr 2023 Follow up with Coverite regarding Agreement</p> <p>16 May 2023 McMaugh Gardens Site Meeting with Coverite design team held 12 May 2023 for tour of facility and grounds, and discussion on detailed brief.</p> <p>19 Jun 2023 Master Plan Brief completed. Waiting for finalised Master Plan.</p> <p>18 Jul 2023 Coverite are finalising the draft Master Plan and will provide an initial presentation to staff on 01/08/2023 for feedback.</p> <p>15 Sep 2023 Report to Council in September 2023 Business Paper on expansion of plans</p>
Council 25/07/2023	15.1	Waste trucks and options for kerbside waste collection	<p>RESOLUTION 19.07/23</p> <p>Moved: Cr Tom O'Connor Seconded: Cr Sarah Burrows</p> <p>That Council,</p> <ul style="list-style-type: none"> i. Award a contract to Superior Pak for up to \$500,000 for the purchase of one waste collection truck; and ii. Authorises the General Manager to initiate a loan for up to \$500,000 to fund the purchase of one truck for in-house waste collection from the preferred bidder; and iii. Continues outsourcing kerbside waste collection services through a private contractor until the arrival of the new 	<p>07 Aug 2023 Purchase order of \$496,761.10 has been submitted for a new side loader waste truck, Superior Pak planning to visit Council for a meeting to confirm the technical specs.</p> <p>14 Sep 2023 Meeting has been schedule for Thursday 21/9/2023 to discuss the specs with the supplier.</p>

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		waste truck; and		
		iv. Further considers this matter when the long term waste strategy and a Master Plan for Uralla Landfill is ready.		
		For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor and Tara Toomey		
		Against: Crs Bruce McMullen and Lone Petrov		
Council 25/07/2023	14.1	Status of Groundwater Drilling - July 2023	RESOLUTION 07.07/23 Moved: Cr Tom O'Connor Seconded: Cr Lone Petrov That Council notes the report and awaits completion of longer duration pump testing of TB05 and TB07 and the water security options component of Integrated Water Cycle Management Strategy before determining a position on groundwater drilling to enable consideration of all water augmentation options. For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey Against: Nil	07 Aug 2023 Groundwater consultant and drilling contractor advised of Council resolution to proceed with TB05 & TB07. Driller to advise dates for site works.
Council 25/07/2023	14.6	Finance Team Resourcing	RESOLUTION 12.07/23 Moved: Deputy Mayor Robert Crouch Seconded: Cr Tom O'Connor That Council note the additional financial work as a result of increasing legislative requirements and stringent audit requirements, additional reporting requirements from the Aged Care Reform and the National Disability Insurance Scheme changes, and approve an additional full-time-equivalent (FTE) Corporate Accountant position with the associated pro rata costs to be included in QBRs 1, noting the cost will be from the general fund but distributed on a formula basis on the service areas of council, and recruitment to commence to take into account the recruitment of the Executive Director Corporate & Community.	19 Sep 2023 Recruitment process is progressing with interviews to be scheduled in late September.

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			<p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p>	
Council 22/08/2023	14.6	Project Updates - Public Spaces Legacy Program	<p>RESOLUTION 15.08/23</p> <p>Moved: Cr Tim Bower Seconded: Cr Sarah Burrows</p> <p>That Council notes the update and status reports for the Rotary Park Project; the Pioneer Park Project; and the Glen Project.</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Cr Bruce McMullen</p>	<p>07 Sep 2023</p> <p>Nil Actions, Tangible activities finally!</p>
Council 22/08/2023	14.3	Unmarked Graves Memorial for Bundarra Cemetery	<p>RESOLUTION 12.08/23</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Lone Petrov</p> <p>i. That Council install the proposed memorial up to the value of \$2,000 subject to the endorsement of the Local Aboriginal Lands Council.</p> <p>ii. That a letter be written to Ms Gray thanking her for her initiative.</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Cr Bruce McMullen</p>	<p>19 Sep 2023</p> <p>AEDID has been endeavouring to reach the ALC but without any success, and will continue to follow up. At the same time, work is continuing on the design of the memorial plaque.</p>
Council 22/08/2023	15.1	Expression of Interest - Heritage Advisor	<p>RESOLUTION 22.08/23</p>	<p>07 Sep 2023</p> <p>All applicants have been contacted 7/9/2023.</p>

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Moved: Cr Tara Toomey

07 Sep 2023

Seconded: Cr Sarah Burrows

That Council engage Mr Mitch McKay from Port Macquarie Hastings Heritage to provide heritage advisory services to Council on a fee for service basis.

Mitch McKay has been appointed and will start 11 October 2023 and will meet with Council staff.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Bruce McMullen and Tom O'Connor

15 CONFIDENTIAL MATTERS

Nil

16 COMMUNICATION OF COUNCIL DECISION

17 CONCLUSION OF MEETING