



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 November 2024

Commencing at 4:00 PM



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

General Manager

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- 6 DISCLOSURE & DECLARATION OF INTEREST/S**

7 CONFIRMATION OF MINUTES


7.1 Confirmation of Minutes Ordinary Meeting held 22 October 2024

Department: General Manager's Office

Prepared By: Executive Assistant

Authorised By: General Manager

Reference: UINT/24/18147

Attachments: 1. Minutes Ordinary Meeting held 22 October 2024 [↓](#) 

RECOMMENDATION

That Council adopts the minutes of the Ordinary Meeting held 22 October 2024 as a true and correct record.



MINUTES of

ORDINARY COUNCIL MEETING

Held on 22 October 2024 at 4:00 PM

Attendance at Meeting:

Councillors: Cr T O'Connor Deputy Mayor – Acting Mayor (Chair)
Cr S Burrows
Cr L Doran
Cr L Petrov
Cr A Blakester
Cr J Philp
Cr K Arnold

Apologies: Mayor R Bell
Cr D Mailler

Staff: Ms T Averay, General Manager
Dr R Abell, Director, Corporate & Community
Mr M Raby, Director, Infrastructure & Development
Mr M Ahammed, Manager Finance & IT
Ms W Westbrook, Executive Assistant
Mr M McLindin, Group Manager Civil Services
Ms E Sims, Project Strategic Officer

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

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AUDIO OF MEETING [HERE](#)

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

1 OPENING & WELCOME

The Chair declared the meeting opened at 4:05pm.

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**LEAVE OF ABSENCE****RESOLUTION 01.10/24**

Moved: Cr Leanne Doran

Seconded: Cr Sarah Burrows

That Council receives and notes the leave application from Cr Mailler.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

Notation: Mayor Bell on Leave accepted in October 2024 meeting.

6 DISCLOSURE & DECLARATIONS OF INTEREST/S

Nil

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

7 CONFIRMATION OF MINUTES**7.1 CONFIRMATION OF MINUTES ORDINARY MEETING HELD 24 SEPTEMBER 2024****RESOLUTION 02.10/24****Moved:** Cr Leanne Doran**Seconded:** Cr Kath Arnold

That Council adopts the minutes of the Ordinary Meeting held 24 September 2024 as a true and correct record with the following amendment:

- i. Cr Blakester be noted as an alternate representative on s355 Bundarra Hall of Arts Consultative Committee.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0**BUSINESS ARISING FROM MINUTES SEPTEMBER 2024****RESOLUTION 03.10/24****Moved:** Cr Tom O'Connor**Seconded:** Cr Lone Petrov

That Council change the adopted date of the Ordinary Meeting for April 2025 from that recorded in Resolution 05.09/24, namely Tuesday 22 April 2025 to Tuesday 29 April 2025.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

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

The Chair advised there were no late, urgent and supplementary items or reports of business.

9 WRITTEN REPORTS FROM DELEGATES

Nil

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE

Nil

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES

Nil

14 REPORTS TO COUNCIL**14.1 STATE OF THE SHIRE REPORT - END OF TERM 2021-2024****RESOLUTION 04.10/24**

Moved: Cr Leanne Doran

Seconded: Cr Jen Philp

That Council

1. Notes the contents of *The State of the Shire End of Term 2021-2024 Report*; and
2. Submits the Report with the Financial Statements for the year end 2024 to the NSW Office of Local Government.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

14.2 LOANS AS AT 30 SEPTEMBER 2024

RESOLUTION 05.10/24

Moved: Cr Adam Blakester

Seconded: Cr Sarah Burrows

That Council notes that the total loan position as of 30 September 2024 is \$1,278,455.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

14.3 INVESTMENTS AS AT 30 SEPTEMBER 2024

RESOLUTION 06.10/24

Moved: Cr Sarah Burrows

Seconded: Cr Lone Petrov

That Council

- i. Notes the cash position as of 30 September 2024 consisting of:
 - cash and overnight funds of \$3,195,469;
 - term deposits of \$24,350,000;
 - total convertible funds of \$27,545,469 (\$3,195,469 + \$24,350,000) (including restricted funds).
- ii. Establishes a restricted fund for Bundarra Rural Transaction Centre Account balance.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

14.4 MONTHLY FINANCE REPORT FOR SEPTEMBER 2024

RESOLUTION 07.10/24

Moved: Cr Sarah Burrows

Seconded: Cr Adam Blakester

That Council

- i. Receives the attached Monthly Finance Report for September 2024, and
- ii. Receive a report on the Uralla Landfill and waste strategy at the November meeting.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

14.5 DEBT RECOVERY UPDATE

RESOLUTION 08.10/24

Moved: Cr Adam Blakester

Seconded: Cr Sarah Burrows

That Council notes the debt recovery update report.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

14.6 RENEWABLE BENEFIT SHARING POLICY

RESOLUTION 09.10/24

Moved: Cr Adam Blakester

Seconded: Cr Leanne Doran

That Council:

1. Notes the submission received.
2. Adopts the Renewable Energy Community Benefit Sharing Policy without further amendment.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

14.7 DRAFT TERMS OF REFERENCE - RENEWABLE ENERGY COMMUNITY BENEFIT COMMUNITY ADVISORY BODY

RESOLUTION 10.10/24

Moved: Cr Sarah Burrows

Seconded: Cr Leanne Doran

That Council:

1. Delay the establishment of the Community Advisory Body until the Striking a New Deal project is substantially progressed.
2. Review and revise the draft Terms of Reference on the basis of broader, more substantive community and stakeholder engagement as part of the Striking a New Deal project.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

ORDINARY COUNCIL MEETING MINUTES

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14.8 FURTHER APPOINTMENTS NEEDED FOR COUNCILLOR DELEGATES ON EXTERNAL COMMITTEES

RESOLUTION 11.10/24

Moved: Cr Leanne Doran

Seconded: Cr Kath Arnold

That Council appoint Cr Burrows to be the representative on the Thunderbolt Community Consultative Committee (TCCC) for the full term of Council.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

RESOLUTION 12.10/24

Moved: Cr Jen Philp

Seconded: Cr Lone Petrov

That Council nominate Mayor Bell to be the representative on the New England Bush Fire Management Committee (BFMC), subject to his agreement on his return from leave, for the full term of Council.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp and Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

14.9 INTEGRATED WATER CYCLE MANAGEMENT PROJECT (STRATEGIC WATER PLANNING STUDY)

RESOLUTION 13.10/24

Moved: Cr Adam Blakester

Seconded: Cr Sarah Burrows

That Council note the status report for the Integrated Water Cycle Management Project.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

14.10 CIVIL INFRASTRUCTURE WORKS REPORT

RESOLUTION 14.10/24

Moved: Cr Leanne Doran

Seconded: Cr Kath Arnold

That Council note the Civil Works Report to the October 2024 meeting.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

14.11 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 16 OCTOBER 2024

RESOLUTION 15.10/24

Moved: Cr Leanne Doran

Seconded: Cr Jen Philp

That Council notes the Resolution Actions Status Report as at 16 October 2024.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

PROCEDURAL MOTION - BREAK

RESOLUTION 16.10/24

Moved: Cr Leanne Doran

Seconded: Cr Sarah Burrows

The Chair called for a short break at 6:12pm

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

PROCEDURAL MOTION - RETURN

RESOLUTION 17.10/24

Moved: Cr Leanne Doran

Seconded: Cr Sarah Burrows

The Chair reconvened the meeting after a short break at 6:28pm.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

14.12 NEW ENGLAND WEEDS AUTHORITY UPDATE

RESOLUTION 18.10/24

Moved: Cr Sarah Burrows

Seconded: Cr Jen Philp

That Council:

1. Receives and notes the report.
2. In conjunction with the other constituent Councils (namely Walcha, Armidale and Glen Innes), prepares a joint proposal to the Minister for Local Government to dissolve the New England County Council and include the requirements of the Office of Local Government (OLG).
3. Includes in the proposal in (2) above, the transfer of responsibilities under the Biosecurity Act from the New England County Council to the four constituent Councils.
4. Authorises the General Manager to work with the other constituent Councils, the New England County Council, and the Office of Local Government to achieve the earliest possible date for the transfer of Biodiversity Act Responsibilities; and to develop and implement all necessary administrative arrangements.
5. Endorses the proposal for Uralla Council to resume standalone biosecurity services with the potential for an MOU with Walcha Council and other Councils to be reviewed by the General Manager.
6. Advises the Audit Office NSW of Council's commitment to continue to provide financial assistance to ensure the financial sustainability of the New England County Council until it is dissolved.
7. Notes a further report will be provided if additional financial assistance is required pending the Minister's determination.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

15 CONFIDENTIAL MATTERS**RESOLUTION 19.10/24****Moved:** Cr Leanne Doran**Seconded:** Cr Jen Philp

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 New England County Council (New England Weeds Authority) Operational Review

This matter is considered to be confidential under Section 10A(2) - a 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 personnel matters concerning particular individuals (other than councillors).

15.2 McMaugh Gardens Residential Aged Care Facility Business Review - Consultant Report

This matter is considered to be confidential under Section 10A(2) - 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0**RESOLUTION 22.10/24****Moved:** Cr Sarah Burrows**Seconded:** Cr Lone Petrov

That Council return to Open Session of Council.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0**16 COMMUNICATIONS OF COUNCIL DECISIONS**

The Chair communicated the Council decisions from the closed session.

RESOLUTION 23.10/24

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22 OCTOBER 2024

Moved: Cr Kath Arnold
Seconded: Cr Adam Blakester

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

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

15.1 NEW ENGLAND COUNTY COUNCIL (NEW ENGLAND WEEDS AUTHORITY) OPERATIONAL REVIEW

RESOLUTION 24.10/24

Moved: Cr Leanne Doran
Seconded: Cr Adam Blakester

That Council notes the contents of the report.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

15.2 MCMAUGH GARDENS RESIDENTIAL AGED CARE FACILITY BUSINESS REVIEW - CONSULTANT REPORT

RESOLUTION 25.10/24

Moved: Cr Leanne Doran
Seconded: Cr Jen Philp

That Council:

1. Notes the Stewart Brown – McMaugh Gardens Review Report delivered 4 October 2024.
2. Adopts a *Retain and Invest* Strategic Option.
3. Undertakes further strategic investigation, analysis and consultation into what a *Retain and Invest* Strategy would entail.
4. Directs the General Manager to develop a strategic business plan to implement a *Retain and Invest* strategy and report back to Council.

For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold

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ORDINARY COUNCIL MEETING MINUTES

22 OCTOBER 2024

Against: Nil

Absent: Crs Robert Bell and David Mailler

CARRIED 7/0

17 CONCLUSION OF MEETING

The meeting was closed at 7:41pm.

UNCONFIRMED

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

9 WRITTEN REPORTS FROM DELEGATES

9.1 Mayor's Activity Report for September 2024

Department:	General Manager's Office
Prepared By:	Mayor
Authorised By:	Mayor
Reference:	UINT/24/19107

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 Mayor's Activity Report outlines activities conducted during the month of September 2024.

RECOMMENDATION

That Council receives the Mayor's Activity report for September 2024.

REPORT

Mayor: Robert Bell		
Date of Council Meeting: 26 November 2024		
DATE	COMMITTEE/MEETING/EVENT	LOCATION
2 Sep 2024	Mayor & GM Catch up Meeting	Uralla
4 Sep 2024	2AD Interview	Telephone
4 Sep 2024	EnergyCo Community Information Session	Uralla
5 Sep 2024	Northern Inland Volunteer Ceremony	Armidale
9 Sep 2024	Mayor & GM Catch up Meeting	Uralla
10 Sep 2024	End of Term - Councillors activity	Court House
11 Sep 2024	Australia Day Committee meeting	Uralla
13 Sep 2024	ARIC Meeting	Uralla
16 Sep 2024	Mayor & GM Catch up Meeting	Uralla
17 Sep 2024	Council formal photo session	Uralla
17 Sep 2024	Council Oath & Affirmation Ceremony	Uralla
18 Sep 2024	2AD Interview	Telephone
19 Sep 2024	REZ Meeting	Uralla
23 Sep 2024	NSW SES Meeting	Uralla
23 Sep 2024	Mayor & GM Catch up Meeting	Uralla
24 Sep 2024	Council Ordinary Meeting	Uralla
26 Sep 2024	Councillor Induction	Uralla
27 Sep 2024	Councillor Induction	Uralla

30 Sep 2024	Mayor & GM Catch up Meeting	Uralla
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9.2 Acting Mayor Activity Report for October 2024

Department: General Manager's Office
Prepared By: Deputy Mayor
Authorised By: Mayor
Reference: UINT/24/19106

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 Mayor's Activity Report outlines activities conducted during the month of October 2024



RECOMMENDATION

That Council receives the Acting Mayor's Activity Report for October 2024 submitted by the Deputy Mayor, Cr Tom O'Connor

REPORT

Acting Mayor: Tom O'Connor		
Date of Council Meeting: 26 November 2024		
DATE	COMMITTEE/MEETING/EVENT	LOCATION
1 Oct 2024	Mayor & GM Catch up Meeting	Uralla
3 Oct 2024	Is the REZ Dead? Meeting	Armidale Bowling Club
10 Oct 2024	LGNSW – President Darriea Turley	Uralla
14 Oct 2024	Friends of McMaugh's AGM	Uralla
14 Oct 2024	Mayor & GM Catch up Meeting	Uralla
15 Oct 2024	Information Session – ARIC Chair	Uralla
19 Oct 2024	CWA Gwydir Meeting	Bundarra Hall
21 Oct 2024	Mayor & GM Catch Meeting	Uralla
22 Oct 2024	Council Ordinary Meeting	Uralla
24 Oct 2024	Greeting Wandering Warriors Tour	Uralla
26 Oct 2024	Thunderbolt's Festival	Uralla
28 Oct 2024	Mayor & GM Catch up Meeting	Uralla
29 Oct 2024	The Welcome Experience Seminar attended with Councillor Kath Arnold	Nova Armidale
29 Oct 2024	Information Session - Induction	Uralla
30 Oct 2024	North & Northwest Community Legal Service	Armidale

9.3 Delegate Report for the Central Northern Regional Library - Annual General Meeting

Department:	General Manager's Office
Prepared By:	Councillor
Authorised By:	General Manager
Reference:	UINT/24/18919
Attachments:	<ol style="list-style-type: none"> Minutes of the Central Northern Regional Library AGM 2024 ↓  Minutes of the Central Northern Regional Library Ordinary Meeting - November 2024 ↓ 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4. We are an independent shire and well-governed community
Strategy:	4.3. An efficient and effective independent local government

SUMMARY

The purpose of this report is to present to Council the minutes of the Central Northern Regional Library (CNRL) Annual General Meeting (AGM) and Ordinary Meeting held on 6 November 2024.

RECOMMENDATION

That Council:

1. Receives and notes the minutes of the Annual General Meeting of the Central Northern Regional Library held on 6 November 2024.
2. Receives and notes the minutes of Ordinary Meeting of the Central Northern Regional Library held on 6 November 2024.
3. Approves the proposed Uralla Shire Council contribution of \$78,006 (\$12.90 per capita) for 2025/2026.

REPORT

A report will be given at the meeting by the delegate Cr Lone Petrov.

The Central Northern Regional Library (CNRL) is a resource sharing arrangement formed under Section 12(1) of the *Library Act*. The Regional Library is made up of six councils: Gwydir Shire Council, Liverpool Plains Shire Council, Narrabri Shire Council, Tamworth Regional Council, Uralla Shire Council and Walcha Council. Tamworth Regional Council is the Executive Council for the CNRL.

AGM and Ordinary Meeting of 6 November 2024

The CNRL Annual General Meeting (AGM) and Ordinary Meeting were held in the Goonoo Goonoo room at the Lands Building, 25 Fitzroy Street, Tamworth on 6 November 2024.

Cr Adam Luston from Walcha Council was elected as the CNRL Chair and Cr Lone Petrov from Uralla Shire Council was elected as Deputy Chair.

The Annual Financial Statements and CNRL Annual Report were presented and accepted at the meeting. The Annual Report showed that the library service performed strongly with consistent and/or increased usage. A 15% increase was recorded in the use of public access computers and total loans across the region reached 392,567 slightly up on the previous year.

In the Ordinary Meeting, the Manager's report included information about:

- the 'Find Legal Answers Service'
- role of the NSW Public Libraries Association
- the legal framework for public libraries
- the 75th anniversary of the regional library service (September 2025)

Quarterly reports for December 2023, March 2024, June 2024 and September 2024 were presented.

The draft CNRL budget for 2025/2026 was also presented at the Ordinary Meeting. The draft budget has been prepared on the basis of a member contribution of \$12.90 per capita. CNRL councils have until 15 January 2025, to consider the draft budget and respond to Tamworth Regional Council.



CENTRAL NORTHERN REGIONAL LIBRARY (CNRL)
ORDINARY MEETING
Wednesday 6 November 2024
Lands Building, Goonoo Goonoo Room
25 Fitzroy Street Tamworth 2340
MEETING MINUTES

Attendees:

Delegates

Gwydir Shire Council - Gail Philpott (staff)
Liverpool Plains Shire Council – Shiralee Franks (staff)
Narrabri Shire Council - Elodie Labonte (staff)
Tamworth Regional Council - Cr. Brendan North
Uralla Council - Cr. Lone Petrov
Walcha Council - Cr. Adam Iuston (Chair)

Staff

Kay Delahunt – Tamworth Regional Council
Jonathan Stilts – Tamworth Regional Council
Megan Pitt – Tamworth Regional Council
Ita Hanssens – Tamworth Regional Council
Jacob Simmons – Tamworth Regional Council
Amanda Williams – Uralla Shire Council
Naomi Radford – Narrabri Shire Council

Meeting opened: 2.17pm

The meeting was chaired by Cr Adam Iuston from Walcha Council

1. Welcome and Acknowledgement of Country

"I would like to acknowledge the Kamilaroi, the Dhunghutti people and the Anawain people who are the Traditional Custodians of the lands on which Central Northern Regional Library operates. I would like to pay respect to Elders past and present, and extend that respect to other Aboriginal and Torres Strait Islander Peoples living in and visiting our Region"

2. Apologies

Cr. Jason Allan – Liverpool Plains Shire Council
Cr. Tiffany Galvin – Gwydir Shire Council

Cr Joshua Roberts-Garnsey – Narrabri Shire Council
Ruth Neave – Liverpool Plains Shire Council

3. Minutes of previous Ordinary Meeting - 8 November 2023

Motion: That the minutes of the previous Ordinary Meeting of the Central Northern Regional Library, dated 8 November 2023, be accepted as a true and accurate record.

Moved: Cr. Lone Petrov

Seconded: Shiralee Franks

4. Business arising from previous minutes

No matters raised.

5. Manager's Report

5.1 Find Legal Answers Agreement (1 July 2024 to 30 June 2027)

CNRL has renewed the Find Legal Answers Agreement with the State Library of NSW.

The State Library provides two free copies of each title for the Find Legal Answers Toolkit as well as professional development, promotional material, a dedicated website and other support services. Each library undertakes to purchase additional copies for toolkits at branches, ensure the collections are current and provide staff training.

5.2 Successful Grant Applications

CNRL has been successful with 2023/24 grant applications for a Digitisation Van and two fixed memory stations.

Tamworth Regional Council has received a grant to provide after-hours access at Tamworth and Kootingal libraries.

5.3 NSW Public Libraries Association 2024 – Councillor Information Kit


Councillors are encouraged to familiarise themselves with this document which explains the role and structure of the NSWPLA.

5.4 Legal Framework for Public Libraries

All NSW Councils will have received a letter from the Office of The State Librarian. This communication was sent in response to a resolution of Cumberland Council to remove a book on same-sex parenting from their libraries. Although the decision was rescinded, the State Library has reminded Councils that all Councils in NSW have adopted the Library Act 1939. As such they are required to operate libraries in accordance with the Act and the Guidelines issued by the Library Council of NSW under the Act.

s10 of the Act sets out that access to libraries, collections, reference and information services must be offered free of charge, and that anyone may enter a library and access collections and information services.

s10(5) sets out that the Library Council of NSW may issue guidelines for the purposes of s10.



The Library Council first issued a guideline pertaining to collection censorship in 1964, and has periodically updated this guideline, now called the *Access to Information in NSW Public Libraries Guideline*. The following excerpt sets out the main points:

Collections

Public libraries develop, maintain and provide access to collections of resources to meet the information needs and interests of their communities. Libraries have collection development policies and guidelines to assist in the selection of library material.

The continuous review of library collections is necessary as a means of maintaining a current and useful collection. This procedure should not be used as a means of removing materials believed to be controversial, contentious or disapproved of by sections of the community.

1. A public library has a role as an unbiased source of information and ideas, including online content. It must accept responsibility for providing free access to materials and information presenting, as far as possible, all points of view on contemporary and historical issues, including controversial issues.
2. Libraries should endeavour to provide access to comprehensive and balanced collections that meet the needs of their communities as far as budget, space and availability of materials allow.
3. Library materials that have not been subject to federal and state restriction or prohibition should not be excluded from a public library on moral, political, racial, religious, sexist, language, or other grounds. Nor should library materials be included on these grounds alone; whatever pressure may be brought to bear by individuals or groups.
4. The arrangement of the collection should facilitate access. Restricting access to certain titles or classes of materials, for example by holding them in special collections or available on request, can be an indirect form of censorship. No library materials should be held in closed access physically or digitally except for the express purpose of protecting them from damage, theft or due to Australian Classification restrictions.

In addition to the Guideline, under s5(1) of the Act, the Library Council can recommend to the Minister that there are conditions placed on the State Government funding, and under s13(3) of the Act, a council's eligibility for subsidy is subject to the Library Council's view that the library is reasonably meeting the needs of its community.

5.5 Indyreads Summer Book Club

CNRL will again participate in the Indyreads Summer Book Club, hosted by the State Library of NSW. From 1 December to 13 February, *Smoke* by Michael Brissenden, will be available on the Indyreads platform as a simultaneous download.

5.6 Sydney Writer's Festival 2025

CNRL has submitted an Expression of Interest to stream SWF sessions from 22-25 May. Branch libraries are encouraged to participate.

5.7 The 75th Anniversary of the Regional Library Service in 2025

Planning has commenced for events to mark the 75th Anniversary in September 2025.



Motion: That the Manager's report be received and noted

Moved: Cr. Brendan North

Seconded: Cr. Lone Petrov

6 Quarterly Reports – December 2023, March 2024 and June 2024

Motion: That the Quarterly Reports for December 2023, March 2024 and June 2024 be received and noted.

Moved: Shiralee Franks

Seconded: Elodie Labonte

7 Quarterly Report – September 2024

Jonathan Stilts spoke to the report highlighting Adult Learners Week, Tech Savvy Seniors, Bad Sydney Crime Writer's Festival as some of the events and programs offered across CNRL during the quarter. The weekly Midday Movie and lunch at Tamworth Library continues to be popular. A HIV test vending machine has been installed at Tamworth Library.

Motion: That the September 2024 Quarterly Report be received and noted.

Moved: Gail Philpott

Seconded: Shiralee Franks

8 Spydus User Group (SPUN) – Conference Report (October 2024)

Jacob Simmons reported on the conference which he and Sarah Dean attended in Sydney. Key areas of interest include: the deployment of 'Spydus Learn' which uses video for staff training in key Spydus functions, the introduction of multi-language support for users and staff, and a new ticketing portal. There is also a new Spydus app on the horizon. The current Solus app used by CNRL is considered to be more than adequate at this stage.

Motion: That the Spydus User Group (SPUN) Conference 2024 report be received and noted.

Moved: Cr. Lone Petrov

Seconded: Elodie Labonte

9 International Federation of Library Associations (IFLA) Information Futures Summit

Shiralee Franks reported on the conference held in Brisbane. This conference focussed on trends in the library and information sector, particularly around digital technologies such as generative AI.

Motion: That the report of the IFLA Information Futures Summit be received and noted.

Moved: Cr. Brendan North


Seconded: Cr. Lone Petrov

10 Draft CNRL Budget 2025-26

The draft budget was presented by Kay Delahunt.

Motion: That in relation to the report on CNRL budgets, the CNRL Committee;

- (i) Receive and note the Budget versus Actual Report for 2023-24
- (ii) Receive and note the Movements in Cash Reserves as at 30 June 2024

- 
- (iii) Consider the draft budget for 2025-26 and, in accordance with the requirements of the CNRL Regional Library Agreement, provide written comments to Tamworth Regional Council by 15 January 2025.

Moved: Cr. Lone Petrov

Seconded: Elodie Labonte

11 General Business

No general business

12 Delegate Reports

Narrabri Shire – Naomi Radford

A new civic and cultural precinct will be built in Boggabri incorporating a community hall and library as well as a splash pad and shared pathway at the adjacent park. Narrabri Shire Council has submitted a Library Infrastructure Grant application for the internal fit-out.

Tamworth Regional Council – Kay Delahunt

The new Kootingal Library is very near completion. It will have the capacity for after-hours access.

13 Next Ordinary Meeting

The next Ordinary Meeting will be 12 February 2025. (This is subject to receiving correspondence regarding the draft CNRL budget 2025-2026)

Meeting closed at 3.02pm



CENTRAL NORTHERN REGIONAL LIBRARY (CNRL)
ORDINARY MEETING
Wednesday 6 November 2024
Lands Building, Goonoo Goonoo Room
25 Fitzroy Street Tamworth 2340
MEETING MINUTES

Attendees:

Delegates

Gwydir Shire Council - Gail Philpott (staff)
Liverpool Plains Shire Council – Shiralee Franks (staff)
Narrabri Shire Council - Elodie Labonte (staff)
Tamworth Regional Council - Cr. Brendan North
Uralla Council - Cr. Lone Petrov
Walcha Council - Cr. Adam Iuston (Chair)

Staff

Kay Delahunt – Tamworth Regional Council
Jonathan Stilts – Tamworth Regional Council
Megan Pitt – Tamworth Regional Council
Ita Hanssens – Tamworth Regional Council
Jacob Simmons – Tamworth Regional Council
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Moved: Cr. Lone Petrov

Seconded: Elodie Labonte

11 General Business

No general business

12 Delegate Reports

Narrabri Shire – Naomi Radford

A new civic and cultural precinct will be built in Boggabri incorporating a community hall and library as well as a splash pad and shared pathway at the adjacent park. Narrabri Shire Council has submitted a Library Infrastructure Grant application for the internal fit-out.

Tamworth Regional Council – Kay Delahunt

The new Kootingal Library is very near completion. It will have the capacity for after-hours access.

13 Next Ordinary Meeting

The next Ordinary Meeting will be 12 February 2025. (This is subject to receiving correspondence regarding the draft CNRL budget 2025-2026)

Meeting closed at 3.02pm

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE


Nil

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES

13.1 Uralla Local Traffic Committee (ULTC) - Minutes of Meeting held 5 November 2024

Department:	Infrastructure & Development
Prepared By:	Executive Support Officer Infrastructure & Development
Authorised By:	Director Infrastructure & Development
Reference:	UINT/24/18215
Attachments:	1. Minutes - Uralla Local Traffic Committee Meeting - 5 November 2024 ↓ 
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 4.2. A strategic, accountable and representative Council

SUMMARY

The agenda and minutes of the Uralla Local Traffic Committee (ULTC) meeting held on 5 November 2024 are attached for the information of Councillors.

Staff have reviewed the action items, as approved by the Committee, and advise that all items can be addressed within current resources.

RECOMMENDATION

That Council receive the Minutes of the Uralla Local Traffic Committee (ULTC) meeting held 5 November 2024 and notes the decisions of the Committee.

REPORT

The Uralla Local Traffic Committee (ULTC) Meeting was held on 5 November 2024.

The Committee made the following decisions regarding items put before them by Council officers.

1 REQUEST FROM BUNDARRA PRE-SCHOOL

COMMITTEE DECISION

The Uralla Local Traffic Committee agree that new replacement children warning signs be installed on each approach to the Bundarra Preschool in Court Street with the addition of Preschool signs.

2 HAWTHORNE DRIVE HEAVY VEHICLES**COMMITTEE DECISION**

The Uralla Local Traffic Committee recommend the application of a fifteen (15) tonne Gross Vehicle Mass (GVM) load limit to Hawthorne Drive and Northeys Road with installation of applicable signage.

3 MAITLAND - HILL STREET PARKING**COMMITTEE DECISION**

The Uralla Local Traffic Committee note an ongoing investigation into traffic facilities in the area of Maitland and Hill Streets.

4 LEECE ROAD INVESTIGATION UPDATE**COMMITTEE DECISION**

The Uralla Local Traffic Committee note the investigations undertaken to date on Leece Road.

5 BUNDARRA - PINEGROVE ROAD UPDATE**COMMITTEE DECISION**

The Uralla Local Traffic Committee note the recent works completed to enhance safety in the vicinity of Bundarra Road and Pinegrove Road intersection.

6 HILL STREET INTERSECTION UPGRADE**COMMITTEE DECISION**

That the Uralla Local Traffic Committee request further engineering treatments be assessed for the intersection of Hill Street and Uralla Street and presented to a meeting early in 2025.

7 JOHN STREET PEDESTRIAN SAFETY**COMMITTEE DECISION**

The Uralla Local Traffic Committee agree to Council installation of roadside threshold treatments as a pram ramp to designate an appropriate pedestrian crossing point.

CONCLUSION

Director Infrastructure and Development confirms that actions recommended by the Committee are supported by officers and can be undertaken within existing resources.



MINUTES of

URALLA LOCAL TRAFFIC COMMITTEE

Held on 5 November 2024 at 10:00 AM

Attendance at Meeting:

Committee Members:	Tracey Niddrie	Transport for NSW
	Bob Barwell	Local Member's Representative
	David Mailler	Uralla Shire Councillor
Staff:	David Counsell	Manager Civil Infrastructure
	Staff S Baxter	Executive Support Infrastructure & Development
Apologies:	Connor Williams	Uralla Police
	Myles McLindin	Group Manager Civil Infrastructure
Observers:	Robert Bell	Mayor
	Tom O'Connor	Councillor (Deputy Mayor)

URALLA LOCAL TRAFFIC COMMITTEE MINUTES

5 NOVEMBER 2024

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5	CONFIRMATION OF MINUTES	3
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URALLA LOCAL TRAFFIC COMMITTEE MINUTES

5 NOVEMBER 2024

1 OPENING & WELCOME

The Chair declared the meeting opened at 10:02am.

Welcome Cr David Mailler to the Committee.

2 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

3 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS /COMMITTEE MEMBERS

Connor Williams

Myles McLindin

4 DISCLOSURE & DECLARATION OF INTEREST/S

The Chair advised there were no disclosures.

The Chair received no declaration of any interest.

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That Council adopts the minutes of the Uralla Local Traffic Committee held 13 August 2024, as a true and correct record.

6 TABLING OF PETITONS**7 LATE REPORT/S**

The Chair advised there were no late, urgent and supplementary items or reports of business.

8 REPORTS TO COMMITTEE**8.1 REQUEST FROM BUNDARRA PRE-SCHOOL****RECOMMENDATION**

That the Uralla Local Traffic Committee agree that new replacement children warning signs be installed on each approach to the Bundarra Preschool in Court Street with the addition of Preschool signs.

TN It is a residential area, speed bumps would create more noise and nuisance, and would also set a precedent for other schools.

Action: Council to upgrade and replace signs.

URALLA LOCAL TRAFFIC COMMITTEE MINUTES

5 NOVEMBER 2024

8.2 HAWTHORNE DRIVE HEAVY VEHICLES**RECOMMENDATION**

That the Uralla Local Traffic Committee recommend the application of a fifteen (15) tonne Gross Vehicle Mass (GVM) load limit to Hawthorne Drive and Northeys Road with installation of applicable signage.

- DM Asked if the damage related to heavy vehicles or from when the road was rebuilt?
- DC Some pavement investigation has been done and pavement is not performing as well as it should, it is also exacerbated by the heavy vehicles and wet weather of the last 6 months. Trees have also been removed and affecting the table drain – investigation is ongoing.
- DM We need to look at livestock transport as it is a large part of our areas truck activity.
- DC We need to do better maintenance and build roads to last.
- BB Landholders need to be notified that larger trucks can use the road (to effect deliveries/pick-ups).
- TN If not signposted, cannot enforce it.

Action: Council to write to landholders and post to social media of load limit once approved.

8.3 MAITLAND - HILL STREET PARKING**RECOMMENDATION**

That the Uralla Local Traffic Committee note an ongoing investigation into traffic facilities in the area of Maitland and Hill Streets.

Action: DC – Ongoing.

8.4 LEECE ROAD INVESTIGATION UPDATE**RECOMMENDATION**

That the Uralla Local Traffic Committee note the investigations undertaken to date on Leece Road.

- DC Looking to come up with a concept on how we will treat the different sections of the road, eg, widening, draining, line marking, alignment, etc.

Action: DC – Ongoing.

8.5 BUNDARRA - PINEGROVE ROAD UPDATE**RECOMMENDATION**

That the Uralla Local Traffic Committee note the recent works completed to enhance safety in the vicinity of Bundarra Road and Pinegrove Road intersection.

- Action:** DC Clearing of timber/trees, slashing, etc – ongoing.
Looking to put in barrier line marking – ongoing.
Barrier lines 50m either side on intersection to be put in also – ongoing.

URALLA LOCAL TRAFFIC COMMITTEE MINUTES

5 NOVEMBER 2024

Note: Barbatos not Barbados.

8.6 HILL STREET INTERSECTION UPGRADE**RECOMMENDATION**

That the Uralla Local Traffic Committee request further engineering treatments be assessed for the intersection of Hill Street and Uralla Street and presented to a meeting early in 2025.

- DC Gave background regarding truck incident – truck coming down road and into house.
Discussed various options:
1. T intersection with improved kerb and gutter – option for consideration.
 2. Installation of guardrail – high maintenance for Council and could obstruct vehicle vision or create nighttime glare issues.
 3. Guardrail could create nighttime glare issues.
 4. Options involving closing off Hill Street is not considered not acceptable.
- TN TfNSW prefer guardrail but agrees in this instance need something better, like T intersection is preferred.
- DM Raised possibility of putting all heavy vehicle traffic onto this road and divert from Hawthorne Drive if load limit is applied.
- DC Hawthorne Drive limit would not impact Thunderbolts Way as Rocky River Road already provides link to the New England Highway.

Action: Council to work with TfNSW and bring back to ULTC.

8.7 JOHN STREET PEDESTRIAN SAFETY**RECOMMENDATION**

That the Uralla Local Traffic Committee agree to Council installation of roadside threshold treatments as a pram ramp to designate an appropriate pedestrian crossing point.

- DC Met with School Principal – they are looking at improved access for crossing road, eg, wheelchair access.
Installation of pram ramps would give a threshold appearance approaching the school area and a safer crossing point for pedestrians.

Action: Council to build pram ramps where appropriate fund are available.

ADDITIONAL ITEMS

- SB To send copy of Confidential Kingstown Road Audit to David Mailler – emailed 6 November 2024.
- DC Delegations – Noted for information of Committee that the Committee is delegated through the Act. Council does not have delegation for roundabouts or permanent traffic lights.
- DC Bridge Street Motorcycle Accident site – island repaired. Concern regarding steel plates.
- TN TfNSW is looking at the site and at better delineation – roadside blisters are being reviewed and metal ramps might be removed.
- DM Is metal hoop going to be removed?
- TN Holding rail (hoop) for bikes is an Australian standard and it will not be removed. It had been used 57 times (last counter) and it can't be removed.

URALLA LOCAL TRAFFIC COMMITTEE MINUTES**5 NOVEMBER 2024**

The Incident still has not appeared on TfNSW database from Police. Transport are trying to work with the Police.

- BB Asked if the counter placed in that position was the only criteria as there are other areas within the vicinity of the accident that have also had incidents that need looking into.


9 CONCLUSION OF MEETING

The meeting was closed at 11:40am.

Next meeting: TBA.

13.2 Bundarra School of Arts Hall and Community Consultative s355 Committee - Minutes of Meeting held 13 November 2024

Department: Infrastructure & Development**Prepared By:** Executive Support Officer Infrastructure & Development**Authorised By:** Director Infrastructure & Development**Reference:** UINT/24/19162

Attachments: 1. MINUTES - Bundarra School of Arts Hall and Community Consultative s355 Committee - Wednesday 13 November 2024 [↓](#) 

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1.	We have an accessible inclusive and sustainable community
	4.	We are an independent shire and well-governed community
Strategy:	1.2.	A safe, active and healthy shire
	1.4.	Access to and equity of services
	4.1.	Informed and collaborative leadership in our community
	4.3.	An efficient and effective independent local government

SUMMARY

The Draft Minutes of the Bundarra School of Arts Hall and Community Consultative s355 Committee meeting held 13 November 2024 are presented to Council in Attachment 1 to this report.

RECOMMENDATION

That Council:

- 1. Receives the Draft Minutes of the Bundarra School of Arts Hall and Community Consultative s355 Committee meeting held 13 November 2024.**
- 2. Notes the Committee's Recommendations which were tabled at the meeting.**

REPORT

The Bundarra School of Arts Hall and Community Consultative s355 Committee meeting was held on 13 November 2024. The Meeting was attended by Councillor Doran, Councillor Philp, Councillor Blakester, and the Director Infrastructure and Development. The Committee was represented by Theresa Layton, John Layton, Jeff Dezius, and Jenny Dezius.

CONCLUSION

The Bundarra School of Arts Committee Meeting took place at Bundarra on 13 November 2024. The minutes of that meeting are attached to this report for Council's consideration and noting.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

The Committee provides an excellent forum for genuine local community engagement and provides valuable feedback which assists to guide staff decision-making and recommendations to Council.

Policy and Regulation

The Bundarra School of Arts Committee is a 355 Committee of Council

Financial/Long Term Financial Plan

Nil

Asset Management/Asset Management Strategy

Reports from the Committee provides valuable input which assists to maintain the currency of Council's Asset Management Plans.

Workforce/Workforce Management Strategy

Nil

Legal and Risk Management

Nil

Performance Measures

Nil

Project Management

Council Staff and Councillor Representatives



MINUTES of

Bundarra School Of Arts Hall and Community Consultative s355 Committee

Held on Wednesday 13 November at 6:30pm

Attendance at Meeting:

Committee Members:	John Layton	Chair
	Theresa Layton	
	Jeff Dezius	
	Jenny Dezius	
	Leanne Doran	Councillor
	Jen Philp	Councillor
	Mick Raby	Director Infrastructure & Development

Apologies:

Observers:	Adam Blakester	Councillor
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AGENDA

1	OPENING & WELCOME.....	2
2	APOLOGIES BY COMMITTEE MEMBERS	2
3	CONFIRMATION OF MINUTES – 31 JULY 2024	2
4	ITEMS.....	2
4.1	Progress on the Multipurpose work	2
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**BUNDARRA SCHOOL OF ARTS HALL & COMMUNITY CONSULTATIVE S355 COMMITTEE
MINUTES**

13 NOVEMBER 2024**1 OPENING & WELCOME**

The Chair declared the meeting opened at 6.40pm.

The Chair read the acknowledgement of country.

2 APOLOGIES BY COMMITTEE MEMBERS

Nil

3 CONFIRMATION OF MINUTES – 31 JULY 2024

Mick presented and John read through a summary of the minutes for attendees.

Cemetery plaque ceremony ended up being on a different day/time, due to the availability of the Aboriginal representatives.

There is no Regional Illegal Dumping squad for this region.

To discuss burn off under general business.

Gwydir River Road, dead trees close to the road, about 3km in from Bundarra Road. Bakers Creek Road is similar.

Lighting on the bridge. This is still being negotiated with Transport NSW, as well as the relocation of the water and sewer mains. To be confirmed. Plan B is solar lights on the walkway.

Moved: John Layton Seconded: Jeff Dezius

The minutes were adopted.

4 ITEMS**4.1 Progress on the Multipurpose work**

Shade sail has been installed.

Next step is site visit with committee to confirm pathway alignment. There needs to be an amendment of the original plan due to the pole placement. John has had a look at it and spoken with Aaron. Mick to ask Aaron to call tomorrow and arrange a time to meet with John on site and clarify the change.

Action: Council Project Manager (AK) to conduct confirmatory site visit with Committee representative (JL).

Recommendation:

1. Noted.

BUNDARRA SCHOOL OF ARTS HALL & COMMUNITY CONSULTATIVE S355 COMMITTEE
MINUTES

13 NOVEMBER 2024

4.2 What can be done to improve the Bundarra Transfer Station ie, need a construction bin or extra bins

Site visit with engineering team has been conducted. Contract variation with skip bin transporter can be concluded to increase pickups if required. Council can review what impact the assessed cost increase would be and amend fees and charges if required. Funding for the work will require a QBRs with Councillors. Unlikely to occur before end of year.

What is the frequency of collection? MR to check, though assumed the arrangement is pick-up after being requested rather than scheduled.

JL advised that truck or trailer access for tipping (construction waste) is difficult under the current ramp configuration, and especially if the skip bin is full.

MR advised that there is no current funding for additional pick-ups, though it could be considered at Council's next quarterly budget review, assuming any additional operating costs which result could be recovered from charges.

JL advised advice had been received regarding the closure of the waste facility on Mondays for the foreseeable future. MR advised that the cause was a current shortfall in staffing capacity. Ideal solution would be an additional locally-based resource rather than someone travelling up from Uralla.

Current opening regime is each Thursday, Friday and Sunday. As a comparison, Uralla tip is closed on Wednesdays and Fridays.

JL advised that the currently supplied two skip bins aren't enough. Either more bins or more regular pick-ups are needed. Also, the bins aren't designed for trucks to empty into – rather, have to manually empty.

It was agreed a construction waste bin would ideal. This would probably need to be custom built.

MR advised a major review of Shire-wide waste system is currently underway to develop a 30-year forward plan. Uralla landfill capacity is currently a major issue, which is where Bundarra's waste goes. Working with EPA Council has identified that the existing license for Uralla landfill may allow for an expansion of the current footprint within the existing site but more information/assurance is being sought.

JL asked if the existing green waste pile at Bundarra tip could be cleaned up. Previous pile was burned 3 months' ago and it is still burning now. This could present a fire risk to the town later in the season, especially coming into summer. Could it all be burned in one go and cleaned up.

MR advised that staff would investigate and report back.

Clr Philp suggested the RFS may have an interest in doing this for training purposes.

Action: MR prepare a Quarterly Budget proposal. Committee to keep ear to the ground for a possible person to fill the role. MR to investigate options for green waste.

Recommendation:

1. Noted.

BUNDARRA SCHOOL OF ARTS HALL & COMMUNITY CONSULTATIVE S355 COMMITTEE
MINUTES

13 NOVEMBER 2024

4.3 Can we plant more trees around the streets?

MR advised yes. Copy of street tree guidelines provided to JL who was advised to contact the Manager Waste and Environment for advice when needed.

JL noted that Z-Net Uralla may be interested in participating in planting the 20-30 trees could be added to the existing plantings..

MR shared Council's new guidelines, which were adopted earlier this year. Recommended species are included. One of the policy goals is to have plantings of the same species, to create a visual impact and consistency.

S.355 could approach the solar company for a donation. Council would be supportive of this.

Action: Committee to review Policy and investigate options for funding.

Recommendation:

1. Noted.

4.4 Path from the Hospital corner up two streets towards the Club progressing

MR advised that Council has been unsuccessful in getting funding partner approval for the pathway (including the other projects at a value of \$850,000). Now targeting the NSW government's new 'Get Active' grant round to fund the footpath. MR will advise outcome when known.

Council received \$1m from the office of local government, in relation to impacts of the 2021-2022 floods.

Council agreed to prioritise community projects (such as the pathway) rather than roads and other infrastructure damaged by the flooding.

\$150k McMaugh gardens roof repair was approved by the funding partner, but the 13 other projects, including the footpath, were declined. OLG subsequently advised that the projects didn't meet the guidelines, other than McMaugh's roof repairs.

NSW government 'Get Active' grants have now become available, which are suitable for footpaths.

Council is making an application and it is expected that this grant will be processed reasonably quickly.

JL asked if an additional section of pathway, on the other side of the road, be added to the new grant application?

MR advised that this could be added/included in the grant proposal. It would be less costly to do the two as one job lot.

Action: MR to advise of Grant Application outcome for "Get Active" program.

Recommendation:

1. Noted.

**BUNDARRA SCHOOL OF ARTS HALL & COMMUNITY CONSULTATIVE S355 COMMITTEE
MINUTES****13 NOVEMBER 2024****4.5 Why is the transfer station been closed for the next eight months on the Monday?**

MR advised the current issue was lack of staff resource to support a 4 day operation of the Bundarra Tip. Currently trying to resolve a way forward. Waste Manager returns to work next week.

See above minutes in 4.4 as well.

JL read out Jeff's letter to the GM, which was just sent. In addition to the above, there is a concern about this leading to more illegal dumping on crown and other vacant land. Monday is especially a useful day after the weekend. Would be good to properly promote the change of arrangements, eg, the school newsletter, signage at the transfer station. Could one of the other workers do a half-day, Monday morning? The expected unavailability of a Monday option through to 1 July 2025 was concerning.

MR advised that the Monday closure began on 14 Oct 24. Manager Waste returns to work shortly and MR will review the situation.

Action: Manager Waste to review and advise.

Recommendation:

1. Noted.

5 LATE ITEM/S**5.1 355 Committee TOR - Cessation 3 Months after Each Council Election**

MR advised of the natural cessation of all 355 committees three months following an election. Council will be considering future Bundarra engagement options at its December meeting when it reviews all 355 committee achievements and outcomes.

Recommendation:

1. Noted.

5.2 CASH DONATIONS FROM USERS OF CARAVAN AND CAMPING PARKS IN BUNDARRA

In response to questions on the matter from the Committee MR advised:

- Would need to check with Finance what cash has actually been received to date.
- THE \$27,000 for RTC funds are still in a separate fund/reserve.

JL asked if these funds could be earmarked for Bundarra?

MR advised that the donations currently go to general revenue. Which in turn contributes to maintenance, in Bundarra and further supports Kylie's role.

Committee discussed that the linking of the donation funds to use in Bundarra could incentivise donors and provide them more confidence the funds are being put to good use.

**BUNDARRA SCHOOL OF ARTS HALL & COMMUNITY CONSULTATIVE S355 COMMITTEE
MINUTES****13 NOVEMBER 2024**

MR advised a similar idea had been raised by UTEC regarding collection of donations for Fibonacci Park, Constellations, using a QR code for people to make donations and enable additional works at the sites above and beyond council's core/base maintenance and works.

Action: MR to investigation options and advise.

Recommendation:

1. Noted

5.3 PUBLIC TOILETS

Mr advised there may be some funds for toilet upgrades generally.

Recommendation:

1. Noted

Action: MR to research and advise the Committee.

5.4 SKATEPARK LIGHTS

The lights and solar panels have been stolen, near the seated areas.

Action: JL and MR to discuss further.

Recommendation:

1. Noted

5.5 S.355 COMMITTEE

Each s355 expires 3 months after the Council elections.

Report going to December 2024 council meeting, including a review of each committee and whether to conclude, proceed, review/change.

Regular wider community input is valuable and valued, above and beyond what the Councillors gain via formal mechanisms of Council.

Action: MR will ensure the Committee is advised of the outcome of the 355 committee review after the 17 December Meeting of Council.

Recommendation:

1. Noted.

6 CONCLUSION OF MEETING

The meeting was closed at 8pm.

14 REPORTS TO COUNCIL

14.1 Quarterly Budget Review September 2024-25 (QBRs)

Department:	Corporate & Community
Prepared By:	Manager Finance
Authorised By:	Director Corporate & Community
Reference:	UINT/24/18216

Attachments: 1. First Quarterly Budget Review Statement 2024-25 [!\[\]\(23d9fc146e83b5c3013cfa32c784f8d5_img.jpg\) !\[\]\(f5c463b8c1554ac5049d611bd8e33a51_img.jpg\)](#)

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4. We are an independent shire and well-governed community
Strategy:	4.3. An efficient and effective independent local government

SUMMARY

The purpose of this report is to present to Council a review of the budget for the first quarter of the 2024/25 financial year.

RECOMMENDATION

THAT Council:

1. Received and notes the first quarter budget review summary for the 2024/25 financial year; and
2. Adopts the adjustments to budget allocations.

BACKGROUND:

It is a statutory requirement that Council's responsible accounting officer prepares and submits a budget review statement to Council on a Quarterly basis each financial year (LGGR 2005 cl.203 (1)). Also, in compliance with the Local Government (General) Regulation, Council's responsible accounting office must include with the budget review report an opinion on the financial position of Council and any recommendations for remedial action if required. As such the first quarterly review for the 2024/25 financial year has been prepared and attached for Council's review.

REPORT

The original budget for the 2024-25 financial year projected a negative result of \$1.7 million after accounting for depreciation but prior to the consideration of capital grants and capital expenses. However, following the first quarterly review, the estimate has been revised to a negative result of \$2.5 million, primarily due to a change in the depreciation estimate for the Tip Remediation Asset.

ISSUES

The first quarterly budget review statement usually shows minimal major variations, as it occurs early in the cycle of financial year. However, based on current business trends in both Tablelands Community Support (TCS) and Tablelands Community Transport (TCT), there is an indication of major adjustments to the budgets for both areas. These adjustments are currently under a detailed review by the respective business units,

with completion expected by the end of the second quarter. We expect more adjustments to be made in the upcoming quarters as the cycle progresses towards the year-end.

CONCLUSION

The attached report outlines revisions to revenue, expenses, and capital expenditures in the budget. These changes will negatively impact the operating result by \$769k, primarily due to adjustments in depreciation.

From a cash flow perspective, the cash flow is expected to improve by \$229k, driven by FAGS funding and timing differences between cash received and expenses incurred for the Courthouse project.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Report of budget reviews to the Council's ordinary meeting.

Policy and Regulation

- *Local Government Act 1993;*
- *Local Government Regulations (General) 2005;*
- *Local Government Code of Accounting Practice and Financial Reporting;* and
- Australian Accounting Standards.

Financial/Long Term Financial Plan

This report is a review of the annual budget up to the end of the first quarter. Changes to the budget are as outlined in the attached statements.

Asset Management/Asset Management Strategy

N/A

Workforce/Workforce Management Strategy

N/A

Legal and Risk Management

Council is required by legislation (*clause 203 of the Regulations*) to prepare quarterly budget review statements for the first three quarters of each year, including an opinion by the Responsible Accounting Officer as to whether the financial position of the Council is satisfactory.

Corporate Governance – the first quarter budget complies with legislative requirements. This risk is assessed as low.

Financial Management – the first quarter budget is in line with the original budget adopted by Council in June 2023. This risk is assessed as low.

Performance Measures

One of required three budget reviews.

Project Management

N/A

URALLA SHIRE COUNCIL
Budget Review Statement
For the period ending 30 September 2024

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URALLA SHIRE COUNCIL
QUARTERLY BUDGET REVIEW STATEMENT
FOR THE QUARTER ENDING 30 SEPTEMBER 2024

Report by the Responsible Accounting Officer

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

The original budget for the 2024-25 financial year projected a positive operating result after considering grants for capital purposes as well as depreciation and amortization. However, the proposed changes through the QBR1 will adjust the projections. Major revisions that will impact the cashflow and profitability are highlighted below:

As of 30 September 2024, unrestricted cash has decreased compared to 30 June 2024, mainly due to the settlement of several commitments carried over from FY 2023-24. These payments include \$500k for a garbage truck, \$110k for plant items, \$160k for IT projects, and \$393k for salaries and the LG award bonus, which were accrued in 2023-24 but paid in July 2024. Additionally, non-cash transactions in the plant fund resulted in an increase of \$355k in restricted cash, which has contributed further to the reduction in unrestricted cash funds. The Council is currently in the process of selling the garbage truck, and once the sale is completed, it is expected that the cash position will improve. On the other hand, due to an increase in depreciation the profitability will be impacted by \$769k.

The first quarterly financial report is too early to make a definitive conclusion about the full year's performance. However, based on current business trends in both TCS and TCT, there is an indication of major adjustments to the budgets for both areas. These adjustments are currently under a detailed review by the respective business units, with completion expected by the end of the second quarter. Any resulting changes will be reflected in the second QBR.

Based on the available information and analysis of the first quarterly budget review statements, it is my view that the Council's cash position as of 30 June 2025 will remain positive to support operations throughout the financial year and achieve a satisfactory year-end result. This assessment considers both the projected income and expenditure figures as well as the initial budgeted amounts.



Mustaq Ahammed
Responsible Accounting Officer

URALLA SHIRE COUNCIL
REVENUE BUDGET REVIEW SUMMARY
Key variances identified as at 30 September, 2024

			-960,736	↑
GL Account	Function	Comments	Amount	Impact on Cash Flow
01120.0115.0175			-133,366	↑
01310.0115.0175	Financial Assistance Grant	The original estimate for FAGS funding in the 2024-25 budget was \$3,372,289. However, the actual allocation from OLG increased to \$3,575,934, resulted an increase of \$203,645 compared to the original budget.	-3,514	↑
01350.0115.0175			-59,737	↑
01360.0115.0175			-3,514	↑
01370.0115.0175			-3,514	↑
1740.0135.0821	Public Halls	The proposed \$317k revenue adjustment is part of the total \$555k budgeted for the Courthouse refurbishment in the financial year 2023-24. Due to partial completion of the project, \$237k was recognized as revenue in the 2023-24 financial year in accordance with AASB 15, based on actual project expenses incurred during that year. The remaining budgeted revenue has now been transferred to the current financial year, and the full \$555k will be received upon completion of phases 2 and 3 in 2024-25. As a result of the timing difference between revenue recognition and invoicing, there will be a positive cash inflow of \$237k in the current financial year.	-317,091	↑
41000.0115.0170	McMaugh Gardens	Based on the current trend of funding received up to September 2024, McMaugh Gardens is expected to receive \$4.19 million from ANACC by the end of the financial year, which is an increase of \$480k from the original budget.	-480,000	↑
41000.0146.0251	McMaugh Gardens	This is basically a reallocation of income between two accounts due to a change in the number of respite beds. Previously, there was one respite bed, but the number of respite beds has recently increased to two, resulting in a reduction of regular beds from 35 to 34.	21,770	↓
41000.0146.0262	McMaugh Gardens	The revision is proposed based on the recent trend of residents' means-tested circumstances.	40,000	↓
41000.0147.0251	McMaugh Gardens	This is basically a reallocation of income between two accounts due to a change in the number of respite beds. Previously, there was one respite bed, but the number of respite beds has recently increased to two, resulting in a reduction of regular beds from 35 to 34.	-21,770	↑

↕ = No cash impact

↑ = positive impact on cash flow

↓ = negative impact on cash flow

URALLA SHIRE COUNCIL
EXPENSES BUDGET REVIEW SUMMARY
Key variances identified as at 30 September, 2024

			Total	1,412,547
GL Account	Function	Description	Amount	Impact on Cash Flow
03140.0355.0407	Altitude and Migration of Managed Services, BIS and Workorder Budget Module	The budget for the IT upgradation projects (Altitude and Managed Service Migration) was allocated in the financial year 2023-24, while the BIS and Work Order Budget module was approved in 2022-23. However, the Altitude implementation was completed in 2024-25, and the BIS and Work Order Budget module is currently being implemented following the completion of Altitude. As a result, payments for these projects will be made in the current financial year upon their completion. This revision reflects a rollover of unspent budget, not any adjustment for new project.	210,000	↓
03140.0355.0407	Procurement to Pay (P2P)	In order to enhance efficiency, ensure policy compliance, and minimize procurement-related risks, the Council proposes to procure and implement the P2P software module. This module will support the end-to-end process of acquiring goods and services, covering requisition, sourcing, purchase orders, receiving, invoicing, and payment. This will cost \$35k for implementation with \$2k for licencing per year. The staff members are working on to secure a grant funding for the project. However, if the grant funding could not be managed, we propose to purchase the module using general fund.	37,000	↓
43000.0350.0401	McMaugh Gardens	In order to comply with the legislative requirement of Registered Nurse(s) to be available 24/7, McMaugh Gardens often needs to hire nurses through third-party agencies. The associated costs were inadvertently omitted from the original budget. Therefore, a revision of \$150k is now being proposed to cover the expenses for contracted nurses.	150,000	↓
03430.0680.0740 & Others GL	Other Waste Management	The proposed adjustment for depreciation is predominantly due to a significant reduction of the useful life of Tip Remediation Asset, amounting to \$864k, as per its latest assessment. And the smaller portion of \$134k is attributed to the regular increase of assets and the impact of the desktop revaluation exercise done in the past year. While this change will affect the Council's profitability, it will have no immediate impact on cash flow.	998,547	↓
43000.0350.0401	McMaugh & Grace Munro Valuation	The Council is currently conducting valuations for the McMaugh Gardens building and the Grace Munro Centre. The costs of these valuations, \$9k for McMaugh Gardens and \$8k for the Grace Munro Centre, were not included in the original budget. Therefore, a revision is being proposed to account for these additional expenses.	9,000	↓
03845.0500.0410			8,000	↓

↕ = No cash impact

↑ = positive impact on cash flow

↓ = negative impact on cash flow

URALLA SHIRE COUNCIL
CAPEX BUDGET REVIEW SUMMARY
Key variances identified as at 30 September, 2024

			317,091	
GL Account	Function	Description	Amount	Impact on Cash Flow
7740.0700.0401	Public Halls	The expenditures for the Courthouse project were budgeted in the previous financial year. However, due to the project not being completed, the remaining costs of the project will be paid in the 2024-25 fiscal year, and the corresponding income will also be recognized in the current financial year.	317,091	↓

↕ = No cash impact
↑ = positive impact on cash flow
↓ = negative impact on cash flow

URALLA SHIRE COUNCIL
INCOME STATEMENT & CAPEX SUMMARY WITH QBR ADJUSTMENTS
For the period ending 30 September 2024

	Amt in '000			
	Actuals to 30-Sep-2024	Original Budget	QBR1 Revisions	Revised Budget
Income from continuing operations				
Rates and annual charges	8,340	8,435	-	8,435
User charges and fees	926	6,055	40	6,015
Other revenues	63	668	-	668
Grants and contributions provided for operating purposes	2,114	9,968	684	10,652
Interest and investment income	392	777	-	777
Net loss/(gain) from the disposal of assets	-	-	-	-
Total income from operational activities	11,835	25,903	644	26,547
Expenses from continuing operations				
Employee benefits and on-costs	3,188	12,878	-	12,878
Materials and services	1,872	6,493	414	6,907
Borrowing costs	12	129	-	129
Councillor and Mayoral fees and associated expenses	168	802	-	802
Audit fees	-45	161	-	161
Other expenses	321	836	-	836
Total expenses from continuing operations	5,517	21,300	414	21,714
Operating result prior to consideration of capital grants and depreciation	6,318	4,604	230	4,833
Less: Depreciation, amortisation and impairment	1,842	6,349	999	7,348
Operating result after depreciation	4,476	-1,745	-769	-2,514
Add: Grants and contributions provided for capital purposes	970	5,450	317	5,767
Overall result with capital grants	5,446	3,705	-452	3,253
Capital Expenditures				
Employee benefits and on-costs	175	1,798	-	1,798
Materials and services	1,035	10,559	317	10,876
Total Capex	1,210	12,357	317	12,674

URALLA SHIRE COUNCIL																	
INCOME STATEMENT AND CAPEX BY FUND WITH QBR ADJUSTMENTS																	
For the period ending 30 September 2024																	
	General Fund				McMaugh Gardens				Water Fund				Sewer Fund				In '000
	Actuals to 30-Sep-2024	Original Budget	QBR1 Revisions	Revised Budget	Actuals to 30-Sep-2024	Original Budget	QBR1 Revisions	Revised Budget	Actuals to 30-Sep-2024	Original Budget	QBR1 Revisions	Revised Budget	Actuals to 30-Sep-2024	Original Budget	QBR1 Revisions	Revised Budget	
Income from continuing operations																	
Rates and annual charges	6,601	6,669	-	6,669	-	-	-	-	662	675	-	675	1,077	1,091	-	1,091	
User charges and fees	635	3,881	-	3,881	269	1,109	-	40	1,069	9	1,007	-	1,007	13	57	-	57
Other revenues	59	663	-	663	4	5	-	5	-	-	-	-	-	-	-	-	
Grants and contributions provided for operating purposes	1,065	5,427	204	5,631	1,049	3,717	480	4,197	-	824	-	824	-	-	-	-	
Interest and investment income	379	426	-	426	-	131	-	131	9	136	-	136	4	84	-	84	
Net loss/(gain) from the disposal of assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total income from operational activities	8,740	17,067	204	17,271	1,322	4,961	440	5,401	680	2,643	-	2,643	1,094	1,232	-	1,232	
Expenses from continuing operations																	
Employee benefits and on-costs	2,044	8,779	-	8,779	888	3,363	-	3,363	199	396	-	396	57	340	-	340	
Materials and services	1,308	3,305	255	3,560	273	1,025	159	1,184	210	1,838	-	1,838	81	324	-	324	
Borrowing costs	11	127	-	127	1	3	-	3	-	-	-	-	-	-	-	-	
Councillor and Mayoral fees and associated expenses	168	802	-	802	-	-	-	-	-	-	-	-	-	-	-	-	
Audit fees	45	161	-	161	-	-	-	-	-	-	-	-	-	-	-	-	
Other expenses	321	836	-	836	-	-	-	-	-	-	-	-	-	-	-	-	
Total expenses from continuing operations	3,807	14,011	255	14,266	1,163	4,391	159	4,550	409	2,234	-	2,234	139	664	-	664	
Operating result prior to consideration of capital grants and depreciation	4,933	3,057	-	51	3,005	159	570	281	851	271	409	-	409	955	568	-	568
Less: Depreciation, amortisation and impairment	1,508	5,047	999	6,045	57	220	-	220	155	622	-	622	122	460	-	460	
Operating result after depreciation	3,425	-	1,990	-	1,050	-	351	281	632	116	214	-	214	833	108	-	108
Add: Grants and contributions provided for capital purposes	495	4,300	317	4,617	-	-	-	-	475	1,150	-	1,150	-	-	-	-	
Overall result with capital grants	3,919	2,310	-	733	1,577	102	351	281	632	591	936	-	936	833	108	-	108
Capital Expenditures																	
	Actuals to 30-Sep-2024	Original Budget	QBR1 Revisions	Revised Budget	Actuals to 30-Sep-2024	Original Budget	QBR1 Revisions	Revised Budget	Actuals to 30-Sep-2024	Original Budget	QBR1 Revisions	Revised Budget	Actuals to 30-Sep-2024	Original Budget	QBR1 Revisions	Revised Budget	
Employee benefits and on-costs	143	1,708	-	1,708	-	8	-	8	31	82	-	82	-	-	-	-	
Materials and services	996	8,391	317	8,708	7	193	-	193	26	1,456	-	1,456	5	520	-	520	
Total Capex	1,139	10,099	317	10,416	7	200	-	200	58	1,538	-	1,538	5	520	-	520	

URALLA SHIRE COUNCIL

LIST OF RESTRICTIONS

As at 30 September 2024

Particulars	Balance at 30-Jun-24			Balance at 30-Sep-24
Cash as at EoM	27,449,710			27,545,469
restricted cash	25,571,017	2,351,057	1,035,385	26,886,689
Unrestricted cash	1,878,692	2,351,057	1,035,385	658,780

Detail of Restrictions	Balance at 30-Jun-24	Added to Restrictions	Release from Restrictions	Balance at 30-Sep-24
External Restrictions	20,179,255	1,995,720	278,522	21,896,452
Unexpended Loans - Industrial Land	486,937	-	-	486,937
Trust funds	31,296	-	-	31,296
Bundarra RTC	-	27,758	-	27,758
McMaugh Fund - Bonds	4,025,000	525,275	-	4,550,275
Developer Contributions - General (Section 94)	1,252,519	-	-	1,252,519
TCT funding delivery shortfall (monthly)	1,575,147	-	-	1,575,147
TCS CHSP funding delivery shortfall (annual)	1,661,884	-	-	1,661,884
PSLP - Glen precinct + Pioneer Park	56,147	-	56,147	-
Black Summer Bushfire Recovery - Generators	287	-	-	287
Regional NSW Planning Portal (Planning portal integration to Authority and CM10)	80,000	-	1,849	78,151
Water Fund	2,775,037	617,163	-	3,392,200
Sewer Fund	2,120,517	300,524	-	2,421,041
Stormwater Drainage	318,744	-	-	318,744
Fixing Local Roads Round (FLR) 3	387,223	-	-	387,223
Regional and Local Roads Repair Program (RLRRP)	624,400	-	-	624,400
Conservation and Ecological Restoration of Racecourse Lagoon	51,114	-	395	50,719
RERRF Funding	2,353,990	-	14,022	2,339,968
LRCI3	10,566	-	-	10,566
AGRN 1030 and AGRN 1034	1,000,000	-	-	1,000,000
Stronger Communities Fund - SCCF5A0002	694,144	-	-	694,144
Strong Start Planning Cadetship Program	25,000	-	-	25,000
Community Events Program Funding 2022	10,574	-	-	10,574
Heritage	12,500	-	12,500	-
Regional Leak Reduction Programme	74,993	-	640	74,353
Roads to Recovery (R2R)	516,494	-	24,341	492,153
NAIDOC Week	2,336	-	1,250	1,086
Street light subsidy	15,000	-	15,000	-
Donations for TCT Routematch License	17,406	-	-	17,406
Block Grants	-	487,000	152,378	334,622
Supplementary	-	38,000	-	38,000
Internal Restrictions	5,391,763	355,337	756,863	4,990,237
Plant Fund (Half Yearly)	304	355,337	-	355,641
Employee leave entitlement (annual)	1,070,904	-	-	1,070,904
Tip remediation costs (annual)	1,265,000	-	-	1,265,000
Waste Management Consultancy	8,366	-	-	8,366
FAGS received in advance	3,027,452	-	756,863	2,270,589
Strategic development	19,736	-	-	19,736

The unrestricted cash as of 30 September 2024 has decreased from to 30 June 2024, primarily due to several commitments as of 30 June 2024 that were paid in FY 2024-25. These include \$500k for a garbage truck, \$110k for plant items, \$160k for IT projects, and \$393k for salaries and the LG award bonus accrued in 2023-24 but paid in July 2024. On the other hand, non-cash transactions have led to an increase of \$355k in the plant fund, which has contributed to the reduction in unrestricted funds. The Council is currently in the process of selling the garbage truck, and once the sale is finalized, it is expected that the cash position will improve.

URALLA SHIRE COUNCIL
CONTRACTS, CONSULTANCY AND LEGAL EXPENSES
For the Quarter Ending 30 September, 2024

Consultancy and Legal Expenses	Expenditure	Budgeted
	YTM December \$000	Y/N
Port Macquarie Hastings Heritage - Heritage advisory service to USC	0.73	Y
Robert Carr & Associates Pty Ltd T/A - Environmental Monitoring Uralla Landfill	7.32	Y
BAL Lawyers - Advice on EPA Act Order and Energy hub planning agreement	11.8	Y
Locale Consulting Pty Ltd-candidate information sessions	4.95	Y
Talis Consultants-Kerbside Collection Contract	0.97	Y
Total	25.77	

Definition of a consultant:

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

Contract Detail and Purpose	Contract Date	Contract Value	Contract Start Date	Contract Duration	Budgeted Y/N
None					

Notes:

1. Contracts that were entered into during this quarter and remain incomplete are included
2. Minimum reporting threshold is \$50,000
3. Contractors on Council's Preferred Supplier list are not included
4. Contracts for employment are not required to be included

14.2 Loans as at 31 October 2024

Department:	Corporate & Community
Prepared By:	Senior Finance Officer
Authorised By:	Director Corporate & Community

SUMMARY

This report provides Council with a reconciliation of borrowings as at the end of the reporting month.

RECOMMENDATION

That Council notes that the total loan position as of 30 October 2024 is \$1,273,140.

REPORT

This report is provided to inform Council of the reconciliation of borrowings on a monthly basis. A reconciliation of borrowings for the month of October confirmed that the loan position as of 31 October 2024 is \$1,273,140.

The table below has been modified to provide details of interest applied and instalments paid since the last report.

Uralla Shire Council
Loans at 31 October, 2024

Loan no.	Purpose	Balance as at 31 July 2024	Interest Applied	Instalment Paid	Balance as at 31 Aug 2024
165	MGH Property	15,743	97	751	15,089
187	Undergrounding Power and Main Street Upgrade	20,269	148	2,510	17,907
188	Paving and Power Undergrounding	8,870	61	548	8,383
189	Bridge Construction	122,563	839	2,650	120,752
190	Bridge construction & industrial land development	1,111,010	-	-	1,111,010
Total		1,278,455	1,145	6,460	1,273,140

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)*.

14.3 Investments as at 30 October 2024

Department:	Corporate & Community
Prepared By:	Senior Finance Officer
Authorised By:	Director Corporate & Community

SUMMARY

This Report contains a summary of bank accounts, term deposits, cash management accounts and investments in structured credit instruments. The investments have been made in accordance with Section 625 of Local Government Act 1993, Regulation 212 of the NSW Local Government (General) Regulations 2021, and Council's Investment Policy 2019.

RECOMMENDATION

That Council notes the cash position as of 31 October 2024 consisting of:

- cash and overnight funds of \$2,338,362;
- term deposits of \$24,350,000;
- total convertible funds of \$26,688,362 (\$2,338,362 + \$24,350,000) (including restricted funds).

REPORT

Current term deposits of \$24,350,000 spread over the next twelve months will receive interest rates ranging from 4.90% to 5.49%, with an average rate of 5.20%. Council's General Fund bank balances (refer to the Schedule of Cash at bank and Term deposits below) have been reconciled to the bank statement as of 30 Oct 2024.

An additional table has been added to this report to provide movement of term deposits with different banks.

KEY ISSUES**Official cash rate**

The current official cash rate as determined by the Reserve Bank of Australia (RBA) is 4.35% as at the date of this report. The timing of potential interest rate changes will be guided by the incoming data and the RBA Board's assessment of the outlook for inflation and the labour market. The changes in interest rates have resulted in higher investment returns this year.

McMaugh Gardens - Bond Liability

As per the Department of Health's prudential guidelines, the council is advised to disclose the amount of McMaugh Garden's bond liability in the investment report.

McMaugh Garden's Bond liability status as of 30 October 2024 is shown below:

Opening Balance as at 01/08/24	Bond Addition	Bond Release	Closing Balance as at 31/10/24
4,550,275	-	450,000	4,100,275

Restricted and Unrestricted Cash, Cash Equivalents, and Investments

Of the amount of cash disclosed in this report, not all the cash is available for unrestricted use by Council. Most 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.

Most of the Council's cash is externally restricted and not available for day-to-day operational expenditure. As per unaudited financial statements for the year ending 30 June 2024, the amount of unrestricted cash reported in the draft financial statements is \$1,879,186. Council updates its restriction status at the end of each quarter, and the updated restriction status is provided with the quarterly budget review statements.

CASH AT BANK AND TERM DEPOSITS ARE PRESENTED IN THE TABLE BELOW**Uralla Shire Council****Operating/Business/Investments accounts as at 31 October, 2024**

Institution	Account	Closing Balance 31 August 2024
National Australia Bank	Main Account	\$308,976
National Australia Bank	Trust Account	\$31,296
Regional Australia Bank	Cash Account	\$27,758
Professional Funds (0.15% above RBA cash rate)	Cash Account	\$1,970,333
Total Cash and Overnight Funds		\$2,338,362
Term Deposits	Investments	24,350,000
Total funds available as at 31 October, 2024		\$26,688,362

Movement of Term Deposit Investments by Bank

Bank	S&P Rating	Allowable Investment Limit %	Max Investment Allowed	Opening Investments 01/08/24	Movement during the Month	Closing Investments 31/10/24	% of Actual Investment
tralia Bank	AA-	30%	7,305,000	7,300,000	-	7,300,000	30%
Bank of Queensland	A-2	30%	7,305,000	3,000,000	- 500,000	2,500,000	10%
Westpac Banking Corporation	A-1+	30%	7,305,000	6,000,000	- 800,000	5,200,000	21%
Commonwealth Bank	A-1+	30%	7,305,000	-	-	-	0%
Regional Australia Bank	A-2	30%	7,305,000	4,050,000	2,300,000	6,350,000	26%
Suncorp	A-1	30%	7,305,000	4,000,000	- 1,000,000	3,000,000	12%
Total				24,350,000	-	24,350,000	100%

List of Term Deposits as at 31 October, 2024





Name of the Bank	Term	Interest rate	Maturity	Investment Amount
Regional Australia Bank	12 months	4.95%	04/10/2025	700,000
National Australia Bank	7 months	5.05%	28/04/2025	500,000
National Australia Bank	12 months	4.90%	03/10/2025	500,000
National Australia Bank	6 months	5.05%	07/04/2025	700,000
Westpac Banking Corporation	5 months	5.00%	17/03/2025	700,000
Westpac Banking Corporation	12 months	5.49%	14/11/2024	1,500,000
Bank of Queensland	12 months	5.40%	04/12/2024	500,000
Westpac Banking Corporation	12 months	5.34%	04/12/2024	1,000,000
Westpac Banking Corporation	12 months	5.34%	04/12/2024	1,000,000
Regional Australia Bank	12 months	5.40%	05/12/2024	800,000
Regional Australia Bank	12 months	5.40%	05/12/2024	750,000
Suncorp	12 months	5.22%	13/12/2024	1,000,000
Suncorp	12 months	5.22%	13/12/2024	500,000
National Australia Bank	6 months	5.15%	23/12/2024	500,000
Suncorp	10 months	5.05%	13/01/2025	1,000,000
National Australia Bank	12 months	5.15%	29/01/2025	1,000,000
Suncorp	12 months	5.10%	07/02/2025	500,000
National Australia Bank	12 months	5.15%	11/02/2025	1,000,000
National Australia Bank	8 months	5.30%	13/03/2025	500,000
Bank of Queensland	9 months	5.30%	04/04/2025	1,000,000
National Australia Bank	11 months	5.15%	17/04/2025	1,000,000
National Australia Bank	10 months	5.30%	23/05/2025	500,000
Regional Australia Bank	9 months	5.02%	30/05/2025	800,000
Westpac Banking Corporation	11 months	5.27%	02/06/2025	1,000,000
Bank of Queensland	11 months	5.28%	02/06/2025	1,000,000
National Australia Bank	12 months	5.45%	02/07/2025	500,000
National Australia Bank	12 months	5.45%	04/07/2025	600,000
Regional Australia Bank	11 months	5.05%	22/07/2025	500,000
Regional Australia Bank	11 months	5.05%	22/07/2025	1,000,000
Regional Australia Bank	12 Months	5.00%	21/08/2025	800,000
Regional Australia Bank	12 months	5.00%	28/08/2025	1,000,000
Total				24,350,000

CERTIFICATION:

I, Mustaq Ahammed, Manager – Finance & IT, hereby certify that the above investments have been made in accordance with the Section 212 of the Local Government (General) Regulation 2021, and section 625 of the Local Government Act 1993, and Council's investment policy.

14.4 Presentation of 2024 Final Financial Statements

Department:	Corporate & Community
Prepared By:	Manager Finance
Authorised By:	Director Corporate & Community
Reference:	UINT/24/18933

Attachments:	1. Annual Financial Statements Audited - 2023-24  
	2. Public Notice  

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 Audited Financial Statements and Auditor's Report for the financial year ended 30 June 2024 to the Council.

No amendments were made to the endorsed draft financial statements as a result of the audit process.

RECOMMENDATIONS

That Council receives the Annual Financial Statements and Auditors report for the financial year ended 30 June 2024.

REPORT

On 24th September 2024, the Council endorsed the Draft General Purpose Financial Statements and Draft Special Purpose Financial Statements for the financial year ending 30 June 2024 and referred them to the Auditor pursuant to section 413 of the *Local Government Act 1993* (NSW).

The net operating result for the 2023-24 financial year, as reported in the draft financial statements, was \$4.25 million after accounting for capital grants. This amount remains unchanged in the audited financial statements. The finalised financial statements were completed and submitted to the Office of Local Government on 31 October 2024.

CONCLUSION

Council has fulfilled its reporting obligations under the *Local Government Act*.

Audited Financial Statements are presented to Council to conclude the reporting process.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

Public notices were made in the Uralla Wordsworth on 11 November 2024 and on Council's website on 19 November 2024 confirming the meeting date for presentation of Council's audited financial reports. Submissions remain open until 4 December 2024.

Policy and Regulation

- *Local Government Act 1993 (NSW);*
- *Local Government Regulations (General) 2021 (NSW);*
- *Government Information (Public Access) Act 2009 (NSW)*
- Local Government Code of Accounting Practice and Financial Reporting; and
- Australian Accounting Standards.

Financial/Long Term Financial Plan

Audited Financial Statements will serve as one of the key foundations for preparing the Council's long-term financial plan.

Asset Management/Asset Management Strategy

Nil

Workforce/Workforce Management Strategy

Nil

Legal and Risk Management

Completion of the Audited Financial Statements in accordance with the Act and Regulations is an important annual process to help manage Council's financial risk.

Performance Measures

Audited Financial Statements have been presented to the Office of Local Government by 31 October 2024.

Project Management

Manager - Finance

Uralla Shire Council

ANNUAL FINANCIAL STATEMENTS
for the year ended 30 June 2024



Uralla Shire Council

GENERAL PURPOSE FINANCIAL STATEMENTS for the year ended 30 June 2024



Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2024

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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

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

General Purpose Financial Statements

for the year ended 30 June 2024

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 2024.

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

General Purpose Financial Statements

for the year ended 30 June 2024

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 24 September 2024.



Robert Bell

Mayor

24 September 2024



Tom O'Connor C.A.

Deputy Mayor

24 September 2024



Toni Avery

Acting

General Manager

24 September 2024



Mustaq Ahammed

Responsible Accounting Officer

24 September 2024

Uralla Shire Council

Income Statement

for the year ended 30 June 2024

Original unaudited budget 2024	\$ '000	Notes	Actual 2024	Actual 2023
	Income from continuing operations			
7,946	Rates and annual charges	B2-1	8,015	7,523
6,081	User charges and fees	B2-2	5,484	5,542
781	Other revenues	B2-3	724	590
9,263	Grants and contributions provided for operating purposes	B2-4	14,119	11,846
5,753	Grants and contributions provided for capital purposes	B2-4	3,557	5,213
744	Interest and investment income	B2-5	1,296	699
30,568	Total income from continuing operations		33,195	31,413
	Expenses from continuing operations			
11,938	Employee benefits and on-costs	B3-1	12,249	10,772
7,276	Materials and services	B3-2	7,402	8,865
45	Borrowing costs	B3-3	283	218
6,367	Depreciation, amortisation and impairment of non-financial assets	B3-4	6,509	6,057
516	Other expenses	B3-5	595	560
—	Net loss from the disposal of assets	B4-1	1,903	857
26,142	Total expenses from continuing operations		28,941	27,329
4,426	Operating result from continuing operations		4,254	4,084
4,426	Net operating result for the year attributable to Council		4,254	4,084
	Net operating result for the year before grants and contributions provided for capital purposes		697	(1,129)
(1,327)				

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 2024

\$ '000	Notes	2024	2023
Net operating result for the year – from Income Statement		4,254	4,084
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	14,460	24,469
Impairment (loss) reversal / (revaluation decrement) relating to infrastructure, property, plant and equipment	C1-7	(1,694)	–
Total items which will not be reclassified subsequently to the operating result		12,766	24,469
Total other comprehensive income for the year		12,766	24,469
Total comprehensive income for the year attributable to Council		17,020	28,553

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 2024

\$ '000	Notes	2024	2023
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	6,201	3,543
Investments	C1-2	21,250	20,765
Receivables	C1-4	3,439	3,571
Inventories	C1-5	114	324
Contract assets and contract cost assets	C1-6	2,861	2,363
Other	C1-8	168	72
Total current assets		34,033	30,638
Non-current assets			
Infrastructure, property, plant and equipment (IPPE)	C1-7	305,196	292,824
Right of use assets	C2-1	128	150
Total non-current assets		305,324	292,974
Total assets		339,357	323,612
LIABILITIES			
Current liabilities			
Payables	C3-1	6,401	6,674
Contract liabilities	C3-2	3,924	4,768
Lease liabilities	C2-1	20	19
Borrowings	C3-3	169	187
Employee benefit provisions	C3-4	2,452	2,554
Total current liabilities		12,966	14,202
Non-current liabilities			
Lease liabilities	C2-1	122	141
Borrowings	C3-3	1,154	1,320
Employee benefit provisions	C3-4	76	105
Provisions	C3-5	4,728	4,553
Total non-current liabilities		6,080	6,119
Total liabilities		19,046	20,321
Net assets		320,311	303,291
EQUITY			
Accumulated surplus	C4-1	93,441	89,187
IPPE revaluation reserve	C4-1	226,870	214,104
Council equity interest		320,311	303,291
Total equity		320,311	303,291

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 2024

\$ '000	Notes	2024			2023		
		Accumulated surplus	IPPE revaluation reserve	Total equity	Accumulated surplus	IPPE revaluation reserve	Total equity
Opening balance at 1 July		89,187	214,104	303,291	85,103	189,635	274,738
Net operating result for the year		4,254	–	4,254	4,084	–	4,084
Net operating result for the period		4,254	–	4,254	4,084	–	4,084
Other comprehensive income							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	–	14,460	14,460	–	24,469	24,469
– Impairment (loss) reversal relating to IPP&E	C1-7	–	(1,694)	(1,694)	–	–	–
Other comprehensive income		–	12,766	12,766	–	24,469	24,469
Total comprehensive income		4,254	12,766	17,020	4,084	24,469	28,553
Closing balance at 30 June		93,441	226,870	320,311	89,187	214,104	303,291

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 2024

Original unaudited budget 2024	\$ '000	Notes	Actual 2024	Actual 2023
Cash flows from operating activities				
Receipts:				
7,946	Rates and annual charges		7,736	7,354
6,081	User charges and fees		5,505	5,899
744	Interest received		1,006	413
15,016	Grants and contributions		16,408	15,247
—	Bonds, deposits and retentions received		—	31
781	Other		2,555	1,371
Payments:				
(11,938)	Payments to employees		(12,299)	(10,738)
(6,983)	Payments for materials and services		(8,568)	(10,104)
(45)	Borrowing costs		(105)	(82)
—	Bonds, deposits and retentions refunded		(2)	—
(808)	Other		(1,145)	860
10,794	Net cash flows from operating activities	G1-1	11,091	10,251
Cash flows from investing activities				
Receipts:				
—	Sale of investments		20,765	17,591
—	Proceeds from sale of IPPE		325	4
—	Proceeds from retirement home contributions		1,750	1,585
Payments:				
—	Purchase of investments		(21,950)	(20,974)
(10,193)	Payments for IPPE		(8,071)	(5,636)
—	Repayment of retirement home contributions		(1,050)	(1,655)
(10,193)	Net cash flows from investing activities		(8,231)	(9,085)
Cash flows from financing activities				
Receipts:				
1,000	Proceeds from borrowings		—	—
Payments:				
(235)	Repayment of borrowings		(184)	(238)
—	Principal component of lease payments		(18)	(22)
765	Net cash flows from financing activities		(202)	(260)
1,366	Net change in cash and cash equivalents		2,658	906
224	Cash and cash equivalents at beginning of year		3,543	2,637
1,590	Cash and cash equivalents at end of year	C1-1	6,201	3,543
—	plus: Investments on hand at end of year	C1-2	21,250	20,765
1,590	Total cash, cash equivalents and investments		27,451	24,308

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 2024

A About Council and these financial statements

A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 24 September 2024. 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.

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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

A1-1 Basis of preparation (continued)

- 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.

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 2024 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

The following new standard is effective for the first time at 30 June 2024:

- **AASB 2021-2 Amendments to Australian Accounting Standards – Disclosure of Accounting Policies and Definition of Accounting Estimates**

The most significant change introduced by this standard is to remove the requirement to disclose significant accounting policies and instead require disclosure of material accounting policy information.

"Accounting policy information is material if, when considered together with other information included in an entity's financial statements, it can reasonably be expected to influence decisions that the primary users of general purpose financial statements make on the basis of those financial statements."

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

A1-1 Basis of preparation (continued)

In applying the new requirements, Council has after taking into account the various specific facts and circumstances applied professional judgement to ensure it discloses only material accounting policies as opposed to significant accounting policies throughout these financial statements.

Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2024

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	
	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023
Functions or activities										
Our Society	9,659	9,366	10,196	9,114	(537)	252	5,677	5,214	28,817	29,024
Our Economy	9,034	7,945	10,365	10,762	(1,331)	(2,817)	8,474	7,564	244,547	233,106
Our Environment	6,594	5,129	6,605	5,708	(11)	(579)	1,097	330	55,532	52,046
Our Leadership	7,908	8,973	1,775	1,745	6,133	7,228	2,428	3,951	10,461	9,436
Total functions and activities	33,195	31,413	28,941	27,329	4,254	4,084	17,676	17,059	339,357	323,612

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B2 Sources of income

B2-1 Rates and annual charges

\$ '000	2024	2023
Ordinary rates		
Residential	1,581	1,694
Farmland	2,693	2,425
Business	98	108
Less: pensioner rebates (mandatory)	(85)	(91)
Rates levied to ratepayers	4,287	4,136
Pensioner rate subsidies received	48	48
Total ordinary rates	4,335	4,184
Annual charges (pursuant to s496, 496A, 496B, 501 & 611)		
Domestic waste management services	829	732
Stormwater management services	33	33
Water supply services	655	622
Sewerage services	1,044	903
Waste management services (non-domestic)	86	82
Environmental	1,075	1,009
Less: pensioner rebates (mandatory)	(96)	(92)
Annual charges levied	3,626	3,289
Pensioner annual charges subsidies received:		
– Water	16	15
– Sewerage	14	14
– Domestic waste management	24	21
Total annual charges	3,680	3,339
Total rates and annual charges	8,015	7,523

Council has used 2023 year valuations provided by the NSW Valuer General in calculating its rates.

Material accounting policy information

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.

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 2024

B2-2 User charges and fees

\$ '000	2024	2023
Specific user charges (per s502 - specific 'actual use' charges)		
Water supply services	909	561
Sewerage services	51	49
Waste management services (non-domestic)	239	234
Total specific user charges	1,199	844
Other user charges and fees		
(i) Fees and charges – statutory and regulatory functions (per s608)		
Inspection services	50	59
Private works – section 67	4	23
Regulatory/ statutory fees	1	–
Registration fees	5	6
Section 10.7 certificates (EP&A Act)	19	21
Section 603 certificates	13	15
Town planning	121	124
Total fees and charges – statutory/regulatory	213	248
(ii) Fees and charges – other (incl. general user charges (per s608))		
Aged care	1,143	1,022
Caravan park	135	112
Cemeteries	58	46
Community centres	7	8
Sundry sales	65	48
Swimming centres	22	33
Tourism	3	2
Waste disposal tipping fees	161	121
Water and sewer connection fees	56	24
Kamillaroi aged and disability services – contract service fees	–	1
Scrap metal sales	37	280
Tablelands community support options – client contributions	88	113
Tablelands community support options – contract service fees	2,228	2,615
Tablelands community transport	67	22
Other	2	3
Total fees and charges – other	4,072	4,450
Total other user charges and fees	4,285	4,698
Total user charges and fees	5,484	5,542
Timing of revenue recognition for user charges and fees		
User charges and fees recognised over time (1)	3,239	4,333
User charges and fees recognised at a point in time (2)	2,245	1,209
Total user charges and fees	5,484	5,542

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B2-2 User charges and fees (continued)

Material accounting policy information

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 2024

B2-3 Other revenues

\$ '000	2024	2023
Rental income	112	117
Fines	2	8
Commissions and agency fees	7	8
Diesel rebate	74	86
Insurance claims recoveries	398	119
Recycling income (non-domestic)	28	18
Sales – general	41	26
Donations received	3	8
Other reimbursements	47	132
Other sundry income	7	11
Staff FBT contributions	5	51
Other	–	6
Total other revenue	724	590
Timing of revenue recognition for other revenue		
Other revenue recognised over time (1)	–	–
Other revenue recognised at a point in time (2)	724	590
Total other revenue	724	590

Material accounting policy information 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 2024

B2-4 Grants and contributions

\$ '000	Operating 2024	Operating 2023	Capital 2024	Capital 2023
General purpose grants and non-developer contributions (untied)				
General purpose (untied)				
Current year allocation				
Financial assistance – general component	147	540	–	–
Financial assistance – local roads component	49	284	–	–
Payment in advance - future year allocation				
Financial assistance – general component	1,990	2,163	–	–
Financial assistance – local roads component	1,038	1,166	–	–
Amount recognised as income during current year	3,224	4,153	–	–
Special purpose grants and non-developer contributions (tied)				
Cash contributions				
Transport (other roads and bridges funding)	2,566	2,552	2,383	3,011
Local Government Recovery Grant	1,000	–	–	–
Transport for NSW contributions (regional roads, block grant)	1,178	1,058	15	78
Transport (roads to recovery)	751	149	–	–
Recreation and culture	125	202	612	1,480
Water supplies	549	268	39	114
Sewerage services	–	–	–	(32)
Library	92	74	–	–
Environmental programs	60	–	–	–
Bushfire Local Economic Recovery Fund	–	–	258	312
McMaugh gardens aged care – subsidies	4,028	2,786	–	–
Tablelands community transport – subsidies	438	403	–	–
Other specific grants	28	29	–	–
Total special purpose grants and non-developer contributions – cash	10,815	7,521	3,307	4,963

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B2-4 Grants and contributions (continued)

\$ '000	Operating 2024	Operating 2023	Capital 2024	Capital 2023
Non-cash contributions				
Bushfire services	–	–	250	250
Total other contributions – non-cash	–	–	250	250
Total special purpose grants and non-developer contributions (tied)	10,815	7,521	3,557	5,213
Total grants and non-developer contributions	14,039	11,674	3,557	5,213
Comprising:				
– Commonwealth funding	8,006	7,088	48	1,398
– State funding	6,033	4,586	3,509	3,815
	14,039	11,674	3,557	5,213

Developer contributions

\$ '000	Notes	Operating 2024	Operating 2023	Capital 2024	Capital 2023
Developer contributions: (s7.4 & s7.11 - EP&A Act, s64 of the LGA):	G4				
Cash contributions					
S 7.11 – contributions towards amenities/services		10	46	–	–
S 7.12 – fixed development consent levies		70	126	–	–
Total developer contributions – cash		80	172	–	–
Total developer contributions		80	172	–	–
Total contributions		80	172	–	–
Total grants and contributions		14,119	11,846	3,557	5,213
Timing of revenue recognition for grants and contributions					
Grants and contributions recognised over time (1)		5,672	4,274	627	1,555
Grants and contributions recognised at a point in time (2)		8,447	7,572	2,930	3,658
Total grants and contributions		14,119	11,846	3,557	5,213

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 2024	Operating 2023	Capital 2024	Capital 2023
Unspent grants and contributions				
Unspent funds at 1 July	760	2,808	3,472	3,089
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	4,131	760	624	–
Add: Funds received and not recognised as revenue in the current year	11	–	–	1,793
Less: Funds recognised as revenue in previous years that have been spent during the reporting year	(760)	(862)	(60)	(431)
Less: Funds received in prior year but revenue recognised and funds spent in current year	–	(1,946)	(2,264)	(979)
Unspent funds at 30 June	4,142	760	1,772	3,472
Contributions				
Unspent funds at 1 July	1,115	909	–	–
Add: contributions recognised as revenue in the reporting year but not yet spent in accordance with the conditions	138	206	–	–
Less: contributions recognised as revenue in previous years that have been spent during the reporting year	–	–	–	–
Unspent contributions at 30 June	1,253	1,115	–	–

Material accounting policy information

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 2024

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	2024	2023
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	109	56
– Cash and investments	1,187	643
Total interest and investment income (losses)	1,296	699

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B3 Costs of providing services**B3-1 Employee benefits and on-costs**

\$ '000	2024	2023
Salaries and wages	9,474	8,384
Employee leave entitlements (ELE)	1,729	1,831
Superannuation – defined contribution plans	1,119	974
Superannuation – defined benefit plans	33	29
Workers' compensation insurance	591	563
Fringe benefit tax (FBT)	5	13
Training costs (other than salaries and wages)	144	111
Travel expenses	18	24
Other	3	4
Total employee costs	13,116	11,933
Less: capitalised costs	(867)	(1,161)
Total employee costs expensed	12,249	10,772
Number of 'full-time equivalent' employees (FTE) at year end	124	126
Number of 'full-time equivalent' employees (FTE) at year end (incl. vacancies)	139	139

Material accounting policy information

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 2024

B3-2 Materials and services

\$ '000	Notes	2024	2023
Raw materials and consumables		4,488	4,897
Contractor costs		8,718	6,733
Audit Fees	F2-1	128	87
Councillor and Mayoral fees and associated expenses	F1-2	133	129
Advertising		7	6
Bank charges		31	31
Computer software charges		16	13
Election expenses		–	4
Electricity and heating		268	255
Insurance		414	386
Postage		29	29
Printing and stationery		33	38
Street lighting		35	41
Subscriptions and publications		55	115
Telephone and communications		106	71
Internet and other communication		5	6
Licences		82	103
Motor vehicle registration fees		74	56
Other fees and charges		–	1
Other expenses		10	3
Volunteer reimbursements		2	2
Legal expenses:			
– Legal expenses: other		27	8
Expenses from short-term leases		26	6
Total materials and services		14,687	13,020
Less: capitalised costs		(7,285)	(4,155)
Total materials and services		7,402	8,865

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B3-3 Borrowing costs

\$ '000	Notes	2024	2023
(i) Interest bearing liability costs			
Interest on leases		5	6
Interest on loans		98	80
Total interest bearing liability costs		103	86
Total interest bearing liability costs expensed		103	86
(ii) Other borrowing costs			
Amortisation of discounts			
– Remediation liabilities	C3-5	180	132
Total other borrowing costs		180	132
Total borrowing costs expensed		283	218

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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

\$ '000	Notes	2024	2023
Depreciation and amortisation			
Plant and equipment		875	925
Office equipment		30	23
Furniture and fittings		35	38
Infrastructure:	C1-7		
– Buildings – non-specialised		539	732
– Other structures		250	259
– Sealed roads structure		1,774	1,654
– Unsealed roads		836	679
– Bridges		486	444
– Footpaths		53	50
– Stormwater drainage		56	49
– Water supply network		580	443
– Sewerage network		444	385
Right of use assets	C2-1	22	27
Other assets:			
– Other		2	2
Reinstatement, rehabilitation and restoration assets:			
– Tip assets	C1-7	527	347
Total gross depreciation and amortisation costs		6,509	6,057
Total depreciation and amortisation costs		6,509	6,057
Impairment / revaluation decrement of IPPE			
Infrastructure:	C1-7		
– Sealed roads structure		1,577	–
– Unsealed roads		117	–
Total gross IPPE impairment / revaluation decrement costs		1,694	–
Amounts taken through revaluation reserve	C1-7	(1,694)	–
Total IPPE impairment / revaluation decrement costs charged to Income Statement		–	–
Total depreciation, amortisation and impairment for non-financial assets		6,509	6,057

Material accounting policy information

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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B3-5 Other expenses

\$ '000	Notes	2024	2023
Impairment of receivables			
Other		57	—
Total impairment of receivables	C1-4	57	—
Other			
Donations, contributions and assistance to other organisations (Section 356)		538	560
Total other expenses		595	560

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B4 Gains or losses

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

\$ '000	Notes	2024	2023
Gain (or loss) on disposal of property (excl. investment property)			
Less: carrying amount of property assets sold/written off		(361)	—
Gain (or loss) on disposal		(361)	—
Gain (or loss) on disposal of plant and equipment	C1-7		
Proceeds from disposal – plant and equipment		325	4
Less: carrying amount of plant and equipment assets sold/written off		(316)	(33)
Gain (or loss) on disposal		9	(29)
Gain (or loss) on disposal of infrastructure	C1-7		
Less: carrying amount of infrastructure assets sold/written off		(1,551)	(828)
Gain (or loss) on disposal		(1,551)	(828)
Gain (or loss) on disposal of investments	C1-2		
Proceeds from disposal/redemptions/maturities – investments		20,765	17,591
Less: carrying amount of investments sold/redeemed/matured		(20,765)	(17,591)
Gain (or loss) on disposal		—	—
Net gain (or loss) from disposal of assets		(1,903)	(857)

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B5 Performance against budget

B5-1 Material budget variations

Council's original budget was adopted by the Council on 29 June 2023 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	2024 Budget	2024 Actual	2024 ----- Variance -----	
Revenues				
Rates and annual charges	7,946	8,015	69	1% F
User charges and fees	6,081	5,484	(597)	(10)% U
Fees are less than budgeted mainly due to the following reasons:				
<ul style="list-style-type: none"> The variance can be significantly attributed to TCS operations. The shortfall in this area is \$759k due to not being able to provide enough services as estimated in the original Budget for CHSP and Home Care Packages. The "Private Works." Revenue in the original budget was set an unrealistic target of \$110k, which was later reduced to \$5k through QBRS. 				
Other revenues	781	724	(57)	(7)% U
Operating grants and contributions	9,263	14,119	4,856	52% F
Significant amount of unexpected road repair and other operating grants received in 2024.				
Capital grants and contributions	5,753	3,557	(2,196)	(38)% U
Delay of capital projects due to shortage of personnel and focusing on urgent operating works				
Interest and investment revenue	744	1,296	552	74% F
Due to higher interest rates than expected as well as the increase in cash balance in the hand				
Expenses				
Employee benefits and on-costs	11,938	12,249	(311)	(3)% U
Materials and services	7,276	7,402	(126)	(2)% U
Borrowing costs	45	283	(238)	(529)% U
Effect of unwinding of discounting of remediation provision.				
Depreciation, amortisation and impairment of non-financial assets	6,367	6,509	(142)	(2)% U
Other expenses	516	595	(79)	(15)% U
Due to:				
<ul style="list-style-type: none"> Correction of previous years' incorrect invoices \$57,000 which was not estimated in the original budget. 				

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B5-1 Material budget variations (continued)

\$ '000	2024 Budget	2024 Actual	2024 ----- Variance -----	
<ul style="list-style-type: none"> Contribution to Rural Fire Service has unexpectedly increased by \$44k (the budget was \$148k but actuals invoice received for \$192k). 				
Net losses from disposal of assets	–	1,903	(1,903)	∞ U
This is a non-cash effect of write off of non-depreciated components of replaced assets. Hard to budget.				

Statement of cash flows

Cash flows from operating activities	10,794	11,091	297	3%	F
In line with increase in operating grants. Unexpected inflow of emergency roads repair grants and other operating grants.					
Cash flows from investing activities	(10,193)	(8,231)	1,962	(19)%	F
Cash flows from financing activities	765	(202)	(967)	(126)%	U
Management decided not to proceed with the loan in 2024 due to change in strategy.					

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C Financial position**C1 Assets we manage****C1-1 Cash and cash equivalents**

\$ '000	2024	2023
Cash assets		
Cash on hand and at bank	3,109	84
Cash equivalent assets		
– Deposits at call	3,092	3,459
Total cash and cash equivalents	6,201	3,543
 Reconciliation of cash and cash equivalents		
Total cash and cash equivalents per Statement of Financial Position	6,201	3,543
Balance as per the Statement of Cash Flows	6,201	3,543

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-2 Financial investments

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Debt securities at amortised cost				
Term deposits	21,250	—	20,765	—
Total	21,250	—	20,765	—
Total financial investments	21,250	—	20,765	—
Total cash assets, cash equivalents and investments	27,451	—	24,308	—

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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

\$ '000	2024	2023
(a) Externally restricted cash, cash equivalents and investments		
Total cash, cash equivalents and investments	27,451	24,308
Less: Externally restricted cash, cash equivalents and investments	(20,162)	(17,876)
Cash, cash equivalents and investments not subject to external restrictions	7,289	6,432
External restrictions		
External restrictions – included in liabilities		
External restrictions included in cash, cash equivalents and investments above comprise:		
Specific purpose unexpended grants – general fund	1,160	1,770
Specific purpose unexpended grants – water fund	–	23
TCT and TCS payables	472	1,447
TCS and TCT contract liabilities	2,765	2,975
Specific purpose unexpended loans – general	487	487
McMaugh gardens resident bonds	4,025	3,325
Trusts and deposits	31	31
External restrictions – included in liabilities	8,940	10,058
External restrictions – other		
External restrictions included in cash, cash equivalents and investments above comprise:		
Developer contributions – general	1,252	1,115
Specific purpose unexpended grants (recognised as revenue) – general fund	4,680	2,439
Specific purpose unexpended grants (recognised as revenue) – water fund	74	–
Water fund	2,776	2,336
Sewer fund	2,121	1,616
Stormwater management	319	312
External restrictions – other	11,222	7,818
Total external restrictions	20,162	17,876

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 2024

C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

\$ '000	2024	2023
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(b) Internal allocations

Cash, cash equivalents and investments not subject to external restrictions

7,289	6,432
--------------	--------------

Less: Internally restricted cash, cash equivalents and investments

(5,409)	(5,632)
----------------	----------------

Unrestricted and unallocated cash, cash equivalents and investments

1,880	800
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Internal allocations

At 30 June, Council has internally allocated funds to the following:

Plant and vehicle replacement	1	210
Employees leave entitlement	1,071	800
FAGS received in advance	3,027	3,328
Tip Remediation	1,265	1,265
Waste management consultancy	8	8
Strategic development	20	20
InfoCouncil implementation	-	1
Donations for TCT Routematch License	17	-
Total internal allocations	5,409	5,632

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

\$ '000	2024	2023
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(c) Unrestricted and unallocated

Unrestricted and unallocated cash, cash equivalents and investments	1,880	800
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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-4 Receivables

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Rates and annual charges	1,271	–	989	–
Interest and extra charges	90	–	63	–
User charges and fees	627	–	510	–
Private works	5	–	7	–
Accrued revenues				
– Interest on investments	587	–	324	–
– Other income accruals	132	–	253	–
Government grants and subsidies	472	–	796	–
Net GST receivable	135	–	369	–
Resident contributions	122	–	117	–
Other debtors	71	–	207	–
Total	3,512	–	3,635	–
Less: provision for impairment				
Other debtors	(73)	–	(64)	–
Total provision for impairment – receivables	(73)	–	(64)	–
Total net receivables	3,439	–	3,571	–

\$ '000	2024	2023
Movement in provision for impairment of receivables		
Balance at the beginning of the year	64	64
+ new provisions recognised during the year	9	–
Balance at the end of the year	73	64

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-4 Receivables (continued)

Material accounting policy information

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	2024 Current	2024 Non-current	2023 Current	2023 Non-current
(i) Inventories at cost				
Stores and materials	114	—	324	—
Total inventories at cost	114	—	324	—
Total inventories	114	—	324	—

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-6 Contract assets and Contract cost assets

\$ '000	2024 Current	2023 Current
Contract assets	2,861	2,363
Total contract assets and contract cost assets	2,861	2,363

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-7 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2023			Asset movements during the reporting period									At 30 June 2024		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	Impairment loss / revaluation decrements (recognised in equity)	WIP transfers	Adjustments and transfers	RFS contribution (from Note B2-4)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000															
Capital work in progress	3,372	–	3,372	2,300	677	(685)	–	–	(2,857)	–	–	–	2,807	–	2,807
Plant and equipment	11,681	(5,224)	6,457	–	1,160	(316)	(875)	–	–	–	250	–	12,273	(5,596)	6,677
Office equipment	848	(753)	95	–	–	–	(30)	–	–	–	–	–	848	(783)	65
Furniture and fittings	1,125	(915)	210	–	–	–	(35)	–	–	–	–	–	1,123	(950)	173
Land:															
– Operational land	3,493	–	3,493	–	–	–	–	–	–	–	–	14	3,507	–	3,507
– Community land	4,467	–	4,467	–	–	–	–	–	–	–	–	18	4,485	–	4,485
Land improvements – non-depreciable	–	–	–	–	–	–	–	–	132	–	–	–	132	–	132
Infrastructure:															
– Buildings – non-specialised	34,282	(14,252)	20,030	404	–	(361)	(539)	–	634	–	–	1,354	36,737	(15,215)	21,522
– Other structures	6,406	(2,893)	3,513	741	688	–	(250)	–	665	–	–	106	8,709	(3,247)	5,462
– Sealed roads structure	140,503	(41,057)	99,446	1,918	66	(816)	(1,773)	(1,577)	1,223	150	–	5,249	149,701	(45,815)	103,886
– Unsealed roads	19,954	(15,405)	4,549	49	–	(35)	(835)	(117)	129	(150)	–	191	20,907	(17,127)	3,780
– Bridges	48,450	(17,572)	30,878	–	–	–	(486)	–	–	–	–	1,631	51,050	(19,027)	32,023
– Footpaths	2,442	(641)	1,801	–	–	–	(53)	–	–	–	–	94	2,573	(731)	1,842
– Bulk earthworks (non-depreciable)	73,965	–	73,965	–	–	–	–	–	–	–	–	3,969	77,934	–	77,934
– Stormwater drainage	4,892	(1,235)	3,657	–	–	–	(56)	–	–	–	–	183	5,140	(1,356)	3,784
– Water supply network	36,468	(21,639)	14,829	24	47	(11)	(580)	–	23	–	–	722	38,387	(23,333)	15,054
– Sewerage network	25,808	(7,046)	18,762	2	1	(4)	(444)	–	51	–	–	929	27,162	(7,865)	19,297
– Swimming pools	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
– Other open space/recreational assets	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other assets:															
– Heritage collections	90	–	90	–	–	–	–	–	–	–	–	–	90	–	90
– Other	75	(28)	47	–	–	–	(2)	–	–	–	–	–	75	(30)	45
Reinstatement, rehabilitation and restoration assets (refer Note C3-5):															
– Tip assets	4,191	(1,028)	3,163	–	–	–	(527)	–	–	(5)	–	–	4,186	(1,555)	2,631
Total infrastructure, property, plant and equipment	422,512	(129,688)	292,824	5,438	2,639	(2,228)	(6,485)	(1,694)	–	(5)	250	14,460	447,826	(142,630)	305,196

(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 2024

C1-7 Infrastructure, property, plant and equipment (continued)

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	RFS contribution (from Note B2-4)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000														
Capital work in progress	3,232	–	3,232	2,285	424	–	–	(2,324)	(245)	–	–	3,372	–	3,372
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	2,508	(1,168)	1,340	–	–	–	(259)	–	2,249	–	170	6,406	(2,893)	3,513
– 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	30,984	(17,556)	13,428	–	–	–	(443)	–	–	–	1,844	36,468	(21,639)	14,829
– Sewerage network	22,750	(6,947)	15,803	–	–	–	(385)	–	–	–	3,344	25,808	(7,046)	18,762
– Sealed roads structure	131,181	(38,019)	93,162	1,743	37	(670)	(1,654)	1,428	–	–	5,398	140,503	(41,057)	99,446
– Swimming pools	896	(697)	199	–	–	–	–	–	(199)	–	–	–	–	–
– Unsealed roads	18,807	(14,146)	4,661	271	–	(90)	(679)	151	–	–	235	19,954	(15,405)	4,549
– Other open space/recreational assets	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 11):														
– Tip assets	3,457	(681)	2,776	–	–	–	(347)	–	731	–	–	4,191	(1,028)	3,163
Total infrastructure, property, plant and equipment	388,970	(120,341)	268,629	4,565	1,305	(861)	(6,030)	–	486	250	24,469	422,512	(129,688)	292,824

(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 2024

C1-7 Infrastructure, property, plant and equipment (continued)

Material accounting policy information

Initial recognition of infrastructure, property, plant and equipment (IPPE)

IPPE is measured initially at cost. Cost includes the fair value of the consideration given to acquire the asset (net of discounts and rebates) and any directly attributable cost of bringing the asset to working condition for its intended use (inclusive of import duties and taxes).

Revaluation model

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.

Useful lives of IPPE

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	8 to 252
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	80 to 133	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		
Sewer Mains	70 to 100		
Transportation assets		Other infrastructure assets	
Sealed roads: surface	15 to 20	Bulk earthworks	Infinite
Sealed roads: structure	60 to 100	Swimming pools	50
Unsealed roads	20 to 30	Other open space/recreational assets	20
Bridge: concrete	100	Other infrastructure	20

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-7 Infrastructure, property, plant and equipment (continued)

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.

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	2024	2024	2023	2023
	Current	Non-current	Current	Non-current
Prepayments	168	—	72	—
Total other assets	168	—	72	—

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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
2024			
Opening balance at 1 July	32	118	150
Depreciation charge	(11)	(11)	(22)
Balance at 30 June	21	107	128
2023			
Opening balance at 1 July	48	130	178
Depreciation charge	(16)	(11)	(27)
Balance at 30 June	32	118	150

(b) Lease liabilities

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Lease liabilities	20	122	19	141
Total lease liabilities	20	122	19	141

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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
2024					
Cash flows	24	58	98	180	142
2023					
Cash flows	24	77	104	205	160

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Total lease liabilities relating to unrestricted assets	20	122	19	141
Total lease liabilities	20	122	19	141

(d) Income Statement

The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown below:

\$ '000	2024	2023
Interest on lease liabilities	5	6
Amortisation of right of use assets	22	27
Expenses relating to short-term leases	26	6
	53	39

(e) Statement of Cash Flows

Total cash outflow for leases	24	29
	24	29

Material accounting policy information

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.

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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C2-1 Council as a lessee (continued)

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 2024

C3 Liabilities of Council

C3-1 Payables

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Goods and services – operating expenditure	194	–	100	–
Accrued expenses:				
– Borrowings	10	–	12	–
– Salaries and wages	521	–	381	–
– Other expenditure accruals	1,436	–	2,641	–
Security bonds, deposits and retentions	31	–	33	–
Retirement home contributions	4,025	–	3,325	–
Prepaid rates	181	–	178	–
Other	3	–	–	–
TCS HCP liability	–	–	4	–
Total payables	6,401	–	6,674	–

Current payables not anticipated to be settled within the next twelve months

\$ '000	2024	2023
The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Retirement home contributions	2,556	2,019
Total payables	2,556	2,019

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 2024

C3-2 Contract Liabilities

\$ '000	Notes	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Grants and contributions received in advance:					
Unexpended operating grants (received prior to performance obligation being satisfied) ⁱ	(i)	2,775	—	2,975	—
Unexpended capital grants (received prior to performance obligation being satisfied) ⁱⁱ	(ii)	1,149	—	1,793	—
Total grants received in advance		3,924	—	4,768	—
Total contract liabilities		3,924	—	4,768	—

(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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C3-3 Borrowings

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Loans – secured ¹	169	1,154	187	1,320
Total borrowings	169	1,154	187	1,320

(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	2023		Non-cash movements				2024
	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	Closing balance
Loans – secured	1,507	(184)	–	–	–	–	1,323
Lease liability (Note C2-1b)	160	(18)	–	–	–	–	142
Total liabilities from financing activities	1,667	(202)	–	–	–	–	1,465

\$ '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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C3-3 Borrowings (continued)

(b) Financing arrangements

\$ '000	2024	2023
Total facilities		
Total financing facilities available to Council at the reporting date are:		
Bank overdraft facilities ¹	100	100
Credit cards/purchase cards	35	35
Master lease facilities	150	150
Total financing arrangements	285	285
Drawn facilities		
Financing facilities drawn down at the reporting date are:		
– Credit cards/purchase cards	9	8
Total drawn financing arrangements	9	8
Undrawn facilities		
Undrawn financing facilities available to Council at the reporting date are:		
– Bank overdraft facilities	100	100
– Credit cards/purchase cards	26	27
– Lease facilities	150	150
Total undrawn financing arrangements	276	277

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C3-4 Employee benefit provisions

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Annual leave	770	–	740	–
Sick leave	50	–	51	–
Long service leave	1,632	76	1,763	105
Total employee benefit provisions	2,452	76	2,554	105

Current employee benefit provisions not anticipated to be settled within the next twelve months

\$ '000	2024	2023
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	1,301	1,377
	1,301	1,377

Material accounting policy information

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 2024

C3-5 Provisions

\$ '000	2024 Current	2024 Non-Current	2023 Current	2023 Non-Current
Asset remediation/restoration:				
Asset remediation/restoration (future works)	–	4,728	–	4,553
Sub-total – asset remediation/restoration	–	4,728	–	4,553
Total provisions	–	4,728	–	4,553

Description of and movements in provisions

\$ '000	Other provisions	
	Asset remediation	Total
2024		
At beginning of year	4,553	4,553
Unwinding of discount	180	180
Remeasurement effects	(5)	(5)
Total other provisions at end of year	4,728	4,728
2023		
At beginning of year	3,690	3,690
Unwinding of discount	132	132
Remeasurement effects	731	731
Total other provisions at end of year	4,553	4,553

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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.

Material accounting policy information

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.

The 30 June 2023 tip future remediation cost estimates were based on a range of options provided by an independent consultant. Council decided to follow a conservative approach by adopting the most expensive option of future remediation works until a master plan is finalised.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 2024

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 2024	Water 2024	Sewer 2024
Income from continuing operations			
Rates and annual charges	6,366	628	1,021
User charges and fees	4,473	937	74
Interest and investment revenue	1,003	168	125
Other revenues	724	—	—
Grants and contributions provided for operating purposes	13,542	565	12
Grants and contributions provided for capital purposes	3,518	39	—
Total income from continuing operations	29,626	2,337	1,232
Expenses from continuing operations			
Employee benefits and on-costs	11,580	459	210
Materials and services	6,158	754	490
Borrowing costs	283	—	—
Depreciation, amortisation and impairment of non-financial assets	5,439	604	466
Other expenses	595	—	—
Net losses from the disposal of assets	1,867	—	36
Total expenses from continuing operations	25,922	1,817	1,202
Operating result from continuing operations	3,704	520	30
Net operating result for the year	3,704	520	30
Net operating result attributable to each council fund	3,704	520	30
Net operating result for the year before grants and contributions provided for capital purposes	186	481	30

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

D1-2 Statement of Financial Position by fund

\$ '000	General 2024	Water 2024	Sewer 2024
ASSETS			
Current assets			
Cash and cash equivalents	6,072	129	–
Investments	16,408	2,721	2,121
Receivables	2,530	696	213
Inventories	114	–	–
Contract assets and contract cost assets	2,439	422	–
Other	168	–	–
Total current assets	27,731	3,968	2,334
Non-current assets			
Infrastructure, property, plant and equipment	267,328	17,133	20,735
Right of use assets	128	–	–
Total non-current assets	267,456	17,133	20,735
Total assets	295,187	21,101	23,069
LIABILITIES			
Current liabilities			
Payables	6,401	–	–
Contract liabilities	3,924	–	–
Lease liabilities	20	–	–
Borrowings	169	–	–
Employee benefit provision	2,452	–	–
Total current liabilities	12,966	–	–
Non-current liabilities			
Lease liabilities	122	–	–
Borrowings	1,154	–	–
Employee benefit provision	76	–	–
Provisions	4,728	–	–
Total non-current liabilities	6,080	–	–
Total liabilities	19,046	–	–
Net assets	276,141	21,101	23,069
EQUITY			
Accumulated surplus	73,584	7,865	11,992
Revaluation reserves	202,557	13,236	11,077
Council equity interest	276,141	21,101	23,069
Total equity	276,141	21,101	23,069

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 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.

Council notes there is significant uncertainty in the ongoing operation of the New England Weeds Authority. The organisation is currently under administration. Uralla Shire Council is currently awaiting advice on the future direction and format of NEWA's function and any liabilities that exist.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 its staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

The risks associated with the investments held are:

- **Price risk** – the risk that the capital value of Investments may fluctuate due to changes in market prices, whether these 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	2024	2023
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.		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	261	226

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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	overdue rates and annual charges		Total
		< 5 years	≥ 5 years	
2024				
Gross carrying amount	705	566	–	1,271
2023				
Gross carrying amount	605	384	–	989

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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	
2024						
Gross carrying amount	4,381	19	634	5	63	5,102
Expected loss rate (%)	0.00%	10.00%	4.26%	50.00%	70.00%	1.48%
ECL provision	—	2	27	3	41	73
2023						
Gross carrying amount	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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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	≤ 1 Year	payable in: 1 - 5 Years	> 5 Years	Total cash outflows	Actual carrying values
2024							
Payables	0.00%	31	6,370	–	–	6,401	6,401
Borrowings	7.97%	–	169	1,154	–	1,323	1,323
Total financial liabilities		31	6,539	1,154	–	7,724	7,724
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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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).

Fair value measurement hierarchy									
\$ '000	Notes	Date of latest valuation		Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2024	2023	2024	2023	2024	2023	2024	2023
Recurring fair value measurements									
Infrastructure, property, plant and equipment	C1-7								
Plant and equipment		30/06/19	30/06/19	–	–	6,677	6,457	6,677	6,457
Office equipment		30/06/19	30/06/19	–	–	65	95	65	95
Furniture and fittings		30/06/19	30/06/19	–	–	173	210	173	210
Operational land		30/06/23	30/06/23	3,507	3,493	–	–	3,507	3,493
Community land		30/06/21	30/06/21	–	–	4,485	4,467	4,485	4,467
Land improvements – non-depreciable				–	–	132	–	132	–
Buildings – non-specialised		30/06/23	30/06/23	–	–	21,522	20,030	21,522	20,030
Other structures		30/06/21	30/06/21	–	–	5,462	3,513	5,462	3,513
Sealed road structure		30/06/20	30/06/20	–	–	103,886	99,446	103,886	99,446
Unsealed roads		30/06/20	30/06/20	–	–	3,780	4,549	3,780	4,549
Bridges		30/06/20	30/06/20	–	–	32,023	30,878	32,023	30,878
Footpaths		30/06/20	30/06/20	–	–	1,842	1,801	1,842	1,801
Bulk earthworks		30/06/20	30/06/20	–	–	77,934	73,965	77,934	73,965
Stormwater drainage		30/06/20	30/06/20	–	–	3,784	3,657	3,784	3,657
Water supply network		01/07/22	01/07/22	–	–	15,054	14,829	15,054	14,829
Sewerage network		01/07/22	01/07/22	–	–	19,297	18,762	19,297	18,762
Heritage collection		30/06/14	30/06/14	–	–	90	90	90	90
Other assets		30/06/21	30/06/21	–	–	45	47	45	47
Total infrastructure, property, plant and equipment				3,507	3,493	296,251	282,796	299,758	286,289

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:

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

Infrastructure, property, plant and equipment (IPPE)

Councils Plant & Equipment, Furniture and Fittings incorporates:

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 'Market Approach' (observable input level 2) 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 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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

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.

Infrastructure- Footpaths

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

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
Remaining useful life

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

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.

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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 2024

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 8.5% of salaries for the year ending 30 June 2024 (increasing to 9.0% in line with the increase in the Superannuation Guarantee) to these members' accumulation accounts, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions OF \$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 2023. 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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 2024 was \$55,975.39. The last valuation of the Scheme was performed by fund actuary, Richard Boyfield, FIAA as at 30 June 2023.

The amount of additional contributions included in the total employer contribution advised above is \$20,190.98. Council's expected contribution to the plan for the next annual reporting period is \$43,926.62.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2022 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,237.5	
Past Service Liabilities	2,141.9	104.5%
Vested Benefits	2,159.8	103.6%

* 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 0.20%

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	3.5% for FY 23/24 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 2024.

(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 2024

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 2024

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	2024	2023
Compensation:		
Short-term benefits	826	1,027
Post-employment benefits	88	95
Total	914	1,122

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 2024

F1-2 Councillor and Mayoral fees and associated expenses

\$ '000	2024	2023
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	22	21
Councillors' fees	108	105
Other Councillors' expenses (including Mayor)	3	3
Total	133	129

F2 Other relationships

F2-1 Audit fees

\$ '000	2024	2023
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	106	83
Remuneration for audit and other assurance services	106	83
Total Auditor-General remuneration	106	83
Non NSW Auditor-General audit firms		
(i) Audit and other assurance services		
Other audit and assurance services	22	4
Remuneration for audit and other assurance services	22	4
Total remuneration of non NSW Auditor-General audit firms	22	4
Total audit fees	128	87

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

G Other matters

G1-1 Statement of Cash Flows information

Reconciliation of Operating Result

\$ '000	2024	2023
Net operating result from Income Statement	4,254	4,084
Add / (less) non-cash items:		
Depreciation and amortisation	6,509	6,057
(Gain) / loss on disposal of assets	1,903	857
Non-cash capital grants and contributions	(250)	(250)
Unwinding of discount rates on reinstatement provisions	180	132
Movements in operating assets and liabilities and other cash items:		
(Increase) / decrease of receivables	123	(18)
Increase / (decrease) in provision for impairment of receivables	9	–
(Increase) / decrease of inventories	210	2
(Increase) / decrease of other current assets	(96)	22
(Increase) / decrease of contract asset	(498)	(1,392)
Increase / (decrease) in payables	94	16
Increase / (decrease) in accrued interest payable	(2)	4
Increase / (decrease) in other accrued expenses payable	(1,065)	1,011
Increase / (decrease) in other liabilities	700	519
Increase / (decrease) in contract liabilities	(844)	(815)
Increase / (decrease) in employee benefit provision	(131)	22
Increase / (decrease) in other provisions	(5)	–
Net cash flows from operating activities	11,091	10,251

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

G2-1 Commitments

Capital commitments (exclusive of GST)

\$ '000	2024	2023
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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	313	72
Plant and equipment	505	1,130
Road infrastructure	1,060	1,083
McMaugh Gardens works	—	16
Other	280	295
Total commitments	2,158	2,596

These expenditures are payable as follows:

Within the next year	2,158	2,596
Total payable	2,158	2,596

Sources for funding of capital commitments:

Unrestricted general funds	219	205
Future grants and contributions	1,434	1,261
Internally restricted reserves	505	1,130
Total sources of funding	2,158	2,596

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 2024

G4 Statement of developer contributions

G4-1 Summary of developer contributions

\$ '000	Opening balance at 1 July 2023	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2024	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
Roads	753	10	-	-	38	-	-	801	-
Traffic facilities	21	-	-	-	1	-	-	22	-
Community facilities	87	-	-	-	4	-	-	91	-
Other	64	-	-	-	2	-	-	66	-
S7.11 contributions – under a plan	925	10	-	-	45	-	-	980	-
S7.12 levies – under a plan	190	70	-	-	12	-	-	272	-
Total S7.11 and S7.12 revenue under plans	1,115	80	-	-	57	-	-	1,252	-
Total contributions	1,115	80	-	-	57	-	-	1,252	-

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 2024

G4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2023	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2024	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
CONTRIBUTION PLAN – RURAL INVERGOWRIE									
Roads	100	-	-	-	5	-	-	105	-
Traffic facilities	21	-	-	-	1	-	-	22	-
Community facilities	87	-	-	-	4	-	-	91	-
Other	59	-	-	-	1	-	-	60	-
Total	267	-	-	-	11	-	-	278	-
CONTRIBUTION PLAN – RURAL									
Other	5	-	-	-	1	-	-	6	-
Total	5	-	-	-	1	-	-	6	-
CONTRIBUTION PLAN – DCP ROAD MAINTENANCE ROYALTIES									
Roads	653	10	-	-	33	-	-	696	-
Total	653	10	-	-	33	-	-	696	-
S7.12 Levies – under a plan									
S7.12 LEVIES - UNDER A PLAN									
Other	190	70	-	-	12	-	-	272	-
Total	190	70	-	-	12	-	-	272	-

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

G5 Statement of performance measures

G5-1 Statement of performance measures – consolidated results

\$ '000	Amounts 2024	Indicator 2024	Indicators 2023 2022		Benchmark
1. Operating performance ratio					
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1, 2}	2,657	8.96%	(1.04)%	(2.17)%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹	29,638				
2. Own source operating revenue ratio					
Total continuing operating revenue excluding all grants and contributions ¹	15,519	46.75%	45.69%	57.52%	> 60.00%
Total continuing operating revenue ¹	33,195				
3. Unrestricted current ratio					
Current assets less all external restrictions	12,540	2.42x	3.57x	3.45x	> 1.50x
Current liabilities less specific purpose liabilities	5,184				
4. Debt service cover ratio					
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	9,449	19.48x	12.56x	13.46x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	485				
5. Rates and annual charges outstanding percentage					
Rates and annual charges outstanding	1,361	14.83%	12.49%	10.54%	< 10.00%
Rates and annual charges collectable	9,176				
6. Cash expense cover ratio					
Current year's cash and cash equivalents plus all term deposits	27,451	14.76 months	14.35 months	12.90 months	> 3.00 months
Monthly payments from cash flow of operating and financing activities	1,860				

(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 2024

G5-2 Statement of performance measures by fund

\$ '000	General Indicators ³		Water Indicators		Sewer Indicators		Benchmark
	2024	2023	2024	2023	2024	2023	
1. Operating performance ratio ^{3,*}							
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	8.22%	0.85%	20.93%	(41.03)%	2.44%	4.26%	> 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	42.42%	42.03%	74.15%	76.83%	99.03%	101.84%	> 60.00%
Total continuing operating revenue ¹							
3. Unrestricted current ratio							
Current assets less all external restrictions	2.42x	2.06x	∞	139.91x	∞	∞	> 1.50x
Current liabilities less specific purpose liabilities							
4. Debt service cover ratio							
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	16.22x	11.70x	∞	∞	∞	∞	> 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	14.81%	12.46%	15.11%	12.88%	14.78%	12.37%	< 10.00%
Rates and annual charges collectable							
6. Cash expense cover ratio							
Current year's cash and cash equivalents plus all term deposits	13.22 months	12.97 months	28.24 months	29.70 months	36.31 months	34.63 months	> 3.00 months
Monthly payments from cash flow of operating and financing activities							

(*) The 2022 ratio is restated due to reclassification of groundwater project grant from capital to operating grants (\$181 thousand).

(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 2024

End of the audited financial statements

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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**General Manager**

Toni Averay

Responsible Accounting Officer

Mustaq Ahammed

Public Officer

Mr Steven Williams

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



INDEPENDENT AUDITOR'S REPORT
Report on the general purpose financial statements
Uralla Shire Council

To the Councillors of Uralla Shire Council

Opinion

I have audited the accompanying financial statements of Uralla Shire Council (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2024, the Statement of Financial Position as at 30 June 2024, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended, and notes to the financial statements, including material accounting policy information and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been prepared, in all material respects, in accordance with the requirements of this Division
 - are consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2024, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2024 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the special purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the special purpose financial statements and Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993* and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note B5-1 'Material budget variations
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Furqan Yousuf
Delegate of the Auditor-General for New South Wales

30 October 2024
SYDNEY



Mr Robert Bell
Mayor
Uralla Shire Council
PO Box 106
URALLA NSW 2380

Contact: Furqan Yousuf
Phone no: 02 9275 7470
Our ref: R008-2124742775-327

30 October 2024

Dear Mayor

Report on the Conduct of the Audit for the year ended 30 June 2024 Uralla Shire Council

I have audited the general-purpose financial statements (GPFS) of the Uralla Shire Council (the Council) for the year ended 30 June 2024 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2024 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

	2024	2023	Variance
	\$m	\$m	%
Rates and annual charges revenue	8.0	7.5	↑ 6.5
Grants and contributions revenue	17.7	17.1	↑ 3.6
Operating result from continuing operations	4.3	4.1	↑ 4.2
Net operating result before capital grants and contributions	0.7	-1.1	↑ 161.7

Rates and annual charges revenue (\$8.0 million) increased by \$0.5 million (6.5 per cent) in 2023–24 mainly due to the 3.7 per cent rate peg increase and increase in annual charges for water supply, sewerage and domestic waste management services, in line with Council's adopted revenue policy.

Grants and contributions revenue (\$17.7 million) increased by \$0.6 million (3.6 per cent) in 2023–24. This was mainly due to increases in grant revenue of:

- \$1.2 million in McMaugh gardens aged care subsidies
- \$1.0 million in Local Government Recovery Grant.

The above increases were partially offset by the decrease in grant revenue of:

- \$0.6 million in Transport (other roads and bridges funding)
- \$0.9 million in Recreation and Culture grant funding.

Council's operating result from continuing operations (\$4.3 million including depreciation, amortisation and impairment expense of \$6.5 million) was \$0.17 million higher than the 2022–23 result. This was mainly due to increase in rates and annual charges and grants and contributions, as discussed above.

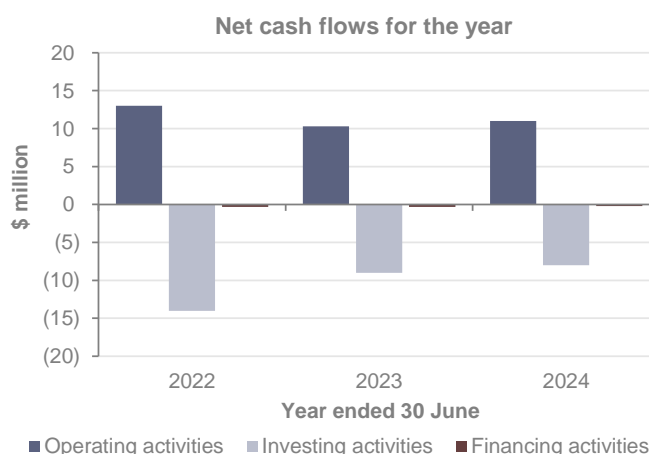
The net operating result before capital grants and contributions (surplus of \$0.7 million) was \$1.8 million higher than the 2022–23 result. This was mainly due to a decrease in revenue from capital grants and contributions of \$1.67 million.

STATEMENT OF CASH FLOWS

Cash from operating activities increased by \$0.8 million, mainly due to an increase in grants and contributions and other income received during the year.

Cash outflows from investing activities decreased by \$0.9 million due to increased proceeds from sale of investments.

Cash outflows from financing activities remained consistent compared to the previous year.



FINANCIAL POSITION

Cash and investments

Cash and investments	2024	2023	Commentary
	\$m	\$m	
Total cash, cash equivalents and investments	27.5	24.3	Externally restricted cash and investments are restricted in their use by externally imposed requirements. Council's externally restricted balances comprise mainly of specific purpose unexpended grants - general fund, TCS and TCT contract liabilities and McMaugh gardens resident bonds.
Restricted and allocated cash, cash equivalents and investments:			
• External restrictions	20.2	17.9	Internal allocations are determined by council policies or decisions, which are subject to change.
• Internal allocations	5.4	5.6	At 30 June 2024 Council holds \$1.9 million in unrestricted and unallocated cash, cash equivalents and investments (2022-23: \$0.8 million).

Debt

At 30 June 2024, Council had:

- \$1.3 million in secured loans (\$1.5 million in 2022-23)
- \$100,000 in approved overdraft facility with \$Nil drawn down
- \$35,000 in credit card facility with \$9,000 used
- \$150,000 in master lease facility with \$Nil drawn down.

PERFORMANCE

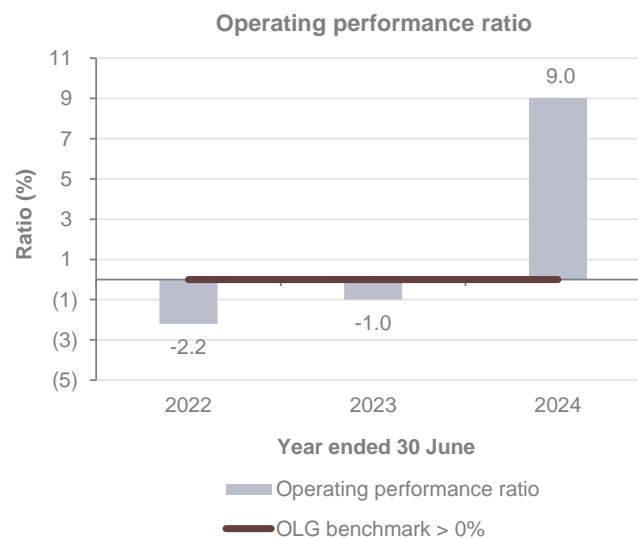
Performance measures

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Housing and Infrastructure.

Operating performance ratio

Council exceeded the benchmark for the current reporting period.

The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than zero per cent.



Own source operating revenue ratio

Council did not meet the benchmark for the current reporting period.

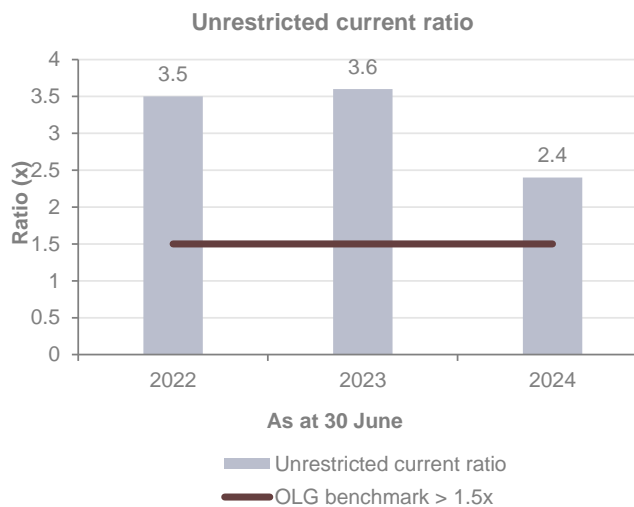
The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.



Unrestricted current ratio

Council exceeded the benchmark for the current reporting period.

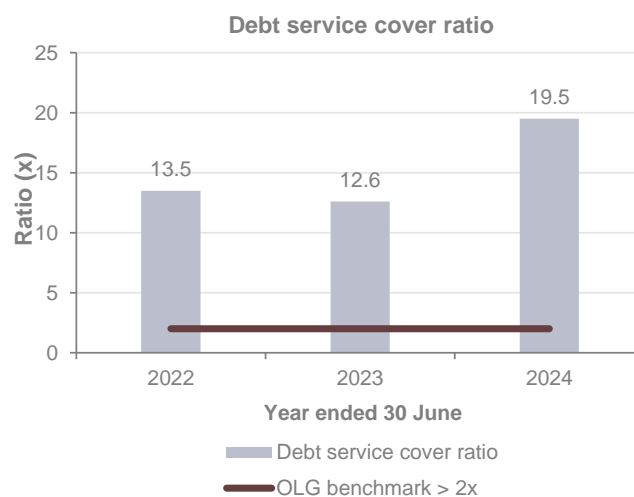
The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.



Debt service cover ratio

Council exceeded the benchmark for the current reporting period.

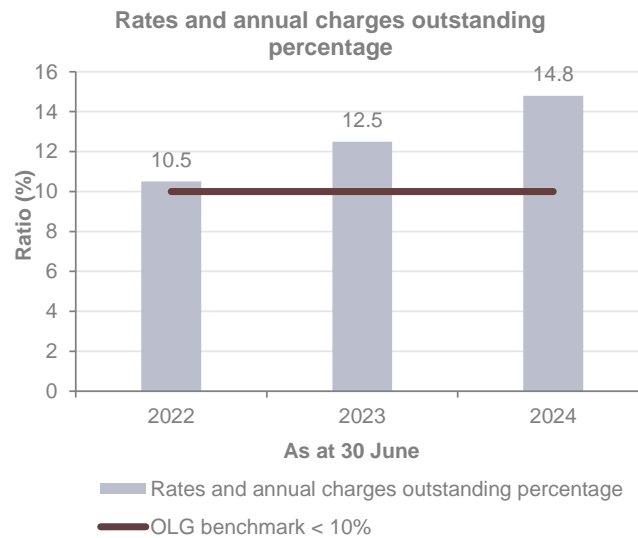
The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.



Rates and annual charges outstanding percentage

Council did not meet the benchmark for the current reporting period.

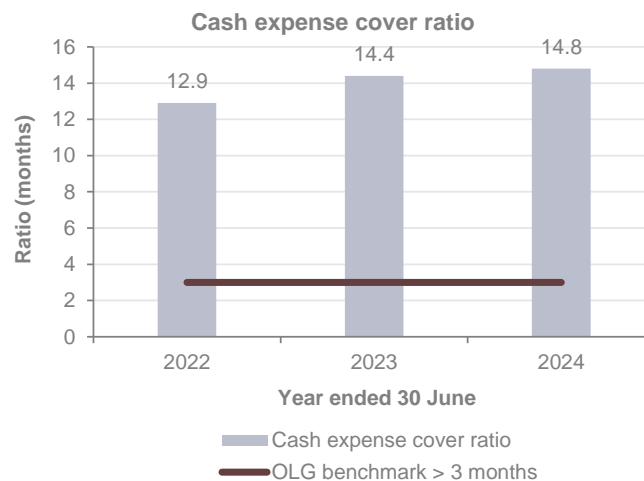
The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 10 per cent for regional councils.



Cash expense cover ratio

Council exceeded the benchmark for the current reporting period.

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.



Infrastructure, property, plant and equipment renewals

Council renewed \$5.4 million of infrastructure, property, plant and equipment during the 2023-24 financial year (2022-23 \$4.6 million). This was mainly due to \$2.6 million spent on works performed on sealed road's structure during the year. A further \$1.3 million was spent on new assets, mainly relating to the acquisition of plant and equipment and other structure assets.

Legislative compliance

My audit procedures did not identify any instances of material non-compliance with the financial reporting requirements in Chapter 13, Part 3, Division 2 of the LG Act and the associated regulation or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.



Furqan Yousuf
Director, Financial Audit

Delegate of the Auditor-General for New South Wales

Uralla Shire Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2024



Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2024

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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 2024

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 24 September 2024.



Robert Bell

Mayor

24 September 2024



Tom O'Connor C.A.

Deputy Mayor

24 September 2024



Toni Avery
Acting General Manager

24 September 2024



Mustaq Ahammed

Responsible Accounting Officer

24 September 2024

Uralla Shire Council

Income Statement of water supply business activity
for the year ended 30 June 2024

\$ '000	2024	2023
Income from continuing operations		
Access charges	628	594
User charges	937	565
Interest and investment income	168	91
Grants and contributions provided for operating purposes	565	15
Total income from continuing operations	2,298	1,265
Expenses from continuing operations		
Employee benefits and on-costs	459	310
Materials and services	754	995
Depreciation, amortisation and impairment	604	479
Total expenses from continuing operations	1,817	1,784
Surplus (deficit) from continuing operations before capital amounts	481	(519)
Grants and contributions provided for capital purposes	39	362
Surplus (deficit) from continuing operations after capital amounts	520	(157)
Surplus (deficit) from all operations before tax	520	(157)
Less: corporate taxation equivalent (25%) [based on result before capital]	(120)	–
Surplus (deficit) after tax	400	(157)
Plus accumulated surplus	7,345	7,502
– Corporate taxation equivalent	120	–
Closing accumulated surplus	7,865	7,345
Return on capital %	2.8%	(3.1)%
Subsidy from Council	256	1,187
Calculation of dividend payable:		
Surplus (deficit) after tax	400	(157)
Less: capital grants and contributions (excluding developer contributions)	(39)	(362)
Surplus for dividend calculation purposes	361	–
Potential dividend calculated from surplus	180	–

Uralla Shire Council

Income Statement of sewerage business activity
for the year ended 30 June 2024

\$ '000	2024	2023
Income from continuing operations		
Access charges	1,021	877
User charges	74	63
Interest and investment income	125	56
Grants and contributions provided for operating purposes	12	14
Total income from continuing operations	1,232	1,010
Expenses from continuing operations		
Employee benefits and on-costs	210	198
Materials and services	490	362
Depreciation, amortisation and impairment	466	407
Net loss from the disposal of assets	36	—
Total expenses from continuing operations	1,202	967
Surplus (deficit) from continuing operations before capital amounts	30	43
Grants and contributions provided for capital purposes	—	(32)
Surplus (deficit) from continuing operations after capital amounts	30	11
Surplus (deficit) from all operations before tax	30	11
Less: corporate taxation equivalent (25%) [based on result before capital]	(8)	(11)
Surplus (deficit) after tax	22	—
Plus accumulated surplus	11,962	11,951
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	8	11
Closing accumulated surplus	11,992	11,962
Return on capital %	0.1%	0.2%
Subsidy from Council	862	772
Calculation of dividend payable:		
Surplus (deficit) after tax	23	—
Less: capital grants and contributions (excluding developer contributions)	—	32
Surplus for dividend calculation purposes	23	32
Potential dividend calculated from surplus	11	16

Uralla Shire Council

Income Statement of McMaugh Gardens

for the year ended 30 June 2024

\$ '000	2024 Category 2	2023 Category 2
Income from continuing operations		
User charges	1,143	1,022
Interest and investment income	181	106
Grants and contributions provided for operating purposes	4,158	2,786
Other income	2	14
Total income from continuing operations	5,484	3,928
Expenses from continuing operations		
Employee benefits and on-costs	3,309	2,518
Borrowing costs	3	6
Materials and services	1,260	1,066
Depreciation, amortisation and impairment	218	233
Net loss from the disposal of assets	56	2
Total expenses from continuing operations	4,846	3,825
Surplus (deficit) from continuing operations before capital amounts	638	103
Grants and contributions provided for capital purposes	–	228
Surplus (deficit) from continuing operations after capital amounts	638	331
Surplus (deficit) from all operations before tax	638	331
Less: corporate taxation equivalent (25%) [based on result before capital]	(160)	(26)
Surplus (deficit) after tax	478	305
Plus accumulated surplus	3,937	3,606
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	160	26
Closing accumulated surplus	4,575	3,937
Return on capital %	10.5%	1.8%
Subsidy from Council	–	133

Uralla Shire Council

Statement of Financial Position of water supply business activity

as at 30 June 2024

\$ '000	2024	2023
ASSETS		
Current assets		
Cash and cash equivalents	129	59
Investments	2,721	2,300
Receivables	696	529
Contract assets and contract cost assets	422	330
Total current assets	3,968	3,218
Non-current assets		
Infrastructure, property, plant and equipment	17,133	16,605
Total non-current assets	17,133	16,605
Total assets	21,101	19,823
LIABILITIES		
Current liabilities		
Contract liabilities	–	23
Total current liabilities	–	23
Total liabilities	–	23
Net assets	21,101	19,800
EQUITY		
Accumulated surplus	7,865	7,345
Revaluation reserves	13,236	12,455
Total equity	21,101	19,800

Uralla Shire Council

Statement of Financial Position of sewerage business activity

as at 30 June 2024

\$ '000	2024	2023
ASSETS		
Current assets		
Cash and cash equivalents	—	16
Investments	2,121	1,600
Receivables	213	191
Total current assets	2,334	1,807
Non-current assets		
Infrastructure, property, plant and equipment	20,735	20,268
Total non-current assets	20,735	20,268
Total assets	23,069	22,075
Net assets	23,069	22,075
EQUITY		
Accumulated surplus	11,992	11,962
Revaluation reserves	11,077	10,113
Total equity	23,069	22,075

Uralla Shire Council

Statement of Financial Position of McMaugh Gardens

as at 30 June 2024

\$ '000	2024 Category 2	2023 Category 2
ASSETS		
Current assets		
Cash and cash equivalents	–	8
Investments	5,843	4,200
Receivables	122	117
Total current assets	5,965	4,325
Non-current assets		
Infrastructure, property, plant and equipment	6,084	6,031
Total non-current assets	6,084	6,031
Total assets	12,049	10,356
LIABILITIES		
Current liabilities		
Payables	4,034	3,332
Total current liabilities	4,034	3,332
Non-current liabilities		
Payables	9	18
Total non-current liabilities	9	18
Total liabilities	4,043	3,350
Net assets	8,006	7,006
EQUITY		
Accumulated surplus	4,575	3,937
Revaluation reserves	3,431	3,069
Total equity	8,006	7,006

Uralla Shire Council

Material accounting policy information

for the year ended 30 June 2024

Note – Material accounting policy information

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

Material accounting policy information

for the year ended 30 June 2024

Note – Material accounting policy information (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%** (LY 25%)

Land tax – the first \$1,075,000 of combined land values attracts **0%**. For the combined land values in excess of \$1,075,000 up to \$6,571,000 the rate is **\$100 + 1.6%**. For the remaining combined land value that exceeds \$6,571,000 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 DCCEEW'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 DCCEEW'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% (LY 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 is 25% of the equivalent company tax rate prevalent at reporting date.

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.

Uralla Shire Council

Material accounting policy information

for the year ended 30 June 2024

Note – Material accounting policy information (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 2024 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.



INDEPENDENT AUDITOR'S REPORT
Report on the special purpose financial statements
Uralla Shire Council

To the Councillors of Uralla Shire Council

Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Uralla Shire Council's (the Council) Declared Business Activities, which comprise the Statement by Councillors and Management, the Income Statement of each Declared Business Activity for the year ended 30 June 2024, the Statement of Financial Position of each Declared Business Activity as at 30 June 2024 and the Material accounting policy information note.

The Declared Business Activities of the Council are:

- water supply
- sewerage
- McMaugh Gardens

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared Business Activities as at 30 June 2024, and their financial performance for the year then ended, in accordance with the Australian Accounting Standards described in the Material accounting policy information note and the Local Government Code of Accounting Practice and Financial Reporting 2023–24 (LG Code).

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as the auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the Material accounting policy information note to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2024 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and Special Schedule 'Permissible income for general rates'.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in the Material accounting policy information note to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Furqan Yousuf
Delegate of the Auditor-General for New South Wales

30 October 2024
SYDNEY

Uralla Shire Council

SPECIAL SCHEDULES
for the year ended 30 June 2024



Uralla Shire Council

Special Schedules

for the year ended 30 June 2024

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Uralla Shire Council

Permissible income for general rates

\$ '000	Notes	Calculation 2023/24	Calculation 2024/25
Notional general income calculation ¹			
Last year notional general income yield	a	4,226	4,376
Plus or minus adjustments ²	b	15	4
Notional general income	c = a + b	4,241	4,380
Permissible income calculation			
Percentage increase	d	3.70%	4.50%
Plus percentage increase amount ³	f = d x (c + e)	157	197
Sub-total	g = (c + e + f)	4,398	4,577
Plus (or minus) last year's carry forward total	h	(16)	6
Sub-total	j = (h + i)	(16)	6
Total permissible income	k = g + j	4,382	4,583
Less notional general income yield	l	4,376	4,572
Catch-up or (excess) result	m = k - l	6	11
Plus income lost due to valuation objections claimed ⁴	n	—	2
Carry forward to next year ⁶	p = m + n + o	6	13

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)*.
- (3) The 'percentage increase' is inclusive of the rate-peg percentage, and/or special variation and/or Crown land adjustment (where applicable).
- (4) Valuation objections are unexpected changes in land values as a result of land owners successfully objecting to the land value issued by the Valuer General. Councils can claim the value of the income lost due to valuation objections in any single year.
- (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.



INDEPENDENT AUDITOR'S REPORT

Special Schedule – Permissible income for general rates

Uralla Shire Council

To the Councillors of Uralla Shire Council

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Uralla Shire Council (the Council) for the year ending 30 June 2025.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting 2023–24 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2024 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements, special purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2024.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and the special purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.



Furqan Yousuf
Delegate of the Auditor-General for New South Wales

30 October 2024
SYDNEY

Uralla Shire Council

Report on infrastructure assets as at 30 June 2024

Asset Class	Asset Category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2023/24 Required maintenance ^a	2023/24 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	374	636	300	356	21,522	36,737	5.4%	16.6%	64.7%	11.5%	1.8%
	Sub-total	374	636	300	356	21,522	36,737	5.4%	16.6%	64.7%	11.5%	1.8%
Other structures	Other structures	77	142	764	636	5,462	8,709	62.0%	25.4%	10.3%	0.8%	1.5%
	Sub-total	77	142	764	636	5,462	8,709	62.0%	25.4%	10.3%	0.8%	1.5%
Roads	Sealed roads	6,210	11,397	1,334	1,631	103,888	149,704	66.0%	18.0%	5.4%	2.9%	7.7%
	Bulk earthworks	–	–	–	–	77,934	77,934	100.0%	0.0%	0.0%	0.0%	0.0%
	Bridges	892	859	123	96	32,024	51,050	39.1%	8.8%	45.6%	4.8%	1.7%
	Unsealed roads	1,658	124	1,559	1,688	3,779	20,900	3.4%	63.5%	16.7%	15.8%	0.6%
	Footpaths	–	–	84	102	1,842	2,573	25.7%	65.7%	8.6%	0.0%	0.0%
	Sub-total	8,760	12,380	3,100	3,517	219,467	302,161	65.6%	15.4%	11.6%	3.3%	4.1%
Water supply network	Water supply network	3,078	2,369	191	219	15,054	38,387	5.7%	10.9%	64.8%	12.5%	6.1%
	Sub-total	3,078	2,369	191	219	15,054	38,387	5.7%	10.9%	64.8%	12.5%	6.1%
Sewerage network	Sewerage network	–	–	804	701	19,297	27,162	38.4%	16.2%	38.3%	7.1%	0.0%
	Sub-total	–	–	804	701	19,297	27,162	38.4%	16.2%	38.3%	7.1%	0.0%
Stormwater drainage	Stormwater drainage	45	–	34	30	3,784	5,140	6.1%	77.9%	12.7%	3.3%	0.0%
	Sub-total	45	–	34	30	3,784	5,140	6.1%	77.9%	12.7%	3.3%	0.0%
Total – all assets		12,334	15,527	5,193	5,459	284,586	418,296	52.2%	16.1%	22.9%	5.1%	3.7%

(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 2024

Infrastructure asset performance indicators (consolidated) *

\$ '000	Amounts 2024	Indicator 2024	Indicators 2023 2022		Benchmark
Buildings and infrastructure renewals ratio					
Asset renewals ¹	5,438	81.27%	87.99%	73.09%	> 100.00%
Depreciation, amortisation and impairment	6,691				
Infrastructure backlog ratio					
Estimated cost to bring assets to a satisfactory standard	12,334	4.29%	2.33%	3.81%	< 2.00%
Net carrying amount of infrastructure assets	287,391				
Asset maintenance ratio					
Actual asset maintenance	5,459	105.12%	93.08%	91.25%	> 100.00%
Required asset maintenance	5,193				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	15,527	3.71%	3.60%	3.41%	
Gross replacement cost	418,296				

(*) 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 2024

Infrastructure asset performance indicators (by fund)

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2024	2023	2024	2023	2024	2023	
Buildings and infrastructure renewals ratio							
Asset renewals ¹	95.50%	106.83%	4.14%	0.00%	0.45%	0.00%	> 100.00%
Depreciation, amortisation and impairment							
Infrastructure backlog ratio							
Estimated cost to bring assets to a satisfactory standard	3.66%	2.10%	20.45%	9.11%	0.00%	0.00%	< 2.00%
Net carrying amount of infrastructure assets							
Asset maintenance ratio							
Actual asset maintenance	108.12%	95.53%	114.66%	77.27%	87.19%	84.28%	> 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	3.73%	3.59%	6.17%	6.18%	0.00%	0.00%	
Gross replacement cost							

(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.

ANNUAL FINANCIAL STATEMENTS PUBLIC NOTICE

Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2024

Public Notice – Presentation of Financial Statements

Public notice – Presentation of financial statements

as per Section 418 (3) of the Local Government Act.

In accordance with Section 418 (3) of the *Local Government Act 1993 (NSW)*, Uralla Shire Council advises that the ordinary Council meeting to be held on 26/11/24 will include the presentation of the audited Financial Statements and the Auditor's Reports for the year ending 30/06/2024.

A summary of the Financial Statements is provided below.

	2024 \$ '000	2023 \$ '000
Income Statement		
Total income from continuing operations	33,195	31,413
Total expenses from continuing operations	28,941	27,329
Operating result from continuing operations	4,254	4,084
Net operating result for the year	4,254	4,084
Net operating result before grants and contributions provided for capital purposes	697	(1,129)
Statement of Financial Position		
Total current assets	34,033	30,638
Total current liabilities	(12,966)	(14,202)
Total non-current assets	305,324	292,974
Total non-current liabilities	(6,080)	(6,119)
Total equity	320,311	303,291
Other financial information		
Unrestricted current ratio (times)	2.42	3.57
Operating performance ratio (%)	8.96%	(1.04)%
Debt service cover ratio (times)	19.48	12.56
Rates and annual charges outstanding ratio (%)	14.83%	12.49%
Infrastructure renewals ratio (%)	81.27%	87.99%
Own source operating revenue ratio (%)	46.75%	45.69%
Cash expense cover ratio (months)	14.76	14.35

In accordance with Section 420 of the *Local Government Act 1993 (NSW)*, any person may make a submission in writing to Council with respect to the Council's Audited Financial Statements or the Auditor's Reports.

Copies of the Audited Financial Statements and the Auditor's Reports may be inspected at:

Internet: www.uralla.nsw.gov.au

Locations: 32 Salisbury Street, Uralla NSW 2350

Submissions close one week after the above public meeting has been held.

14.5 2023 - 2024 Uralla Shire Council - Annual Report

Department:	Corporate & Community
Prepared By:	Manager Governance and Service Centre
Authorised By:	General Manager
Reference:	UINT/24/18143

Attachments:	1. DRAFT Annual Report 2023-2024  
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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
	4.3. An efficient and effective independent local government

SUMMARY

Council is required, pursuant to s428 of the *Local Government Act 1993*, to prepare a report on its achievements in implementing its delivery program. The Annual Report must also contain a range of statutory reporting information.

This report presents the Annual Report for the 2023-2024 financial year.

The Annual Report is presented in four (4) sections:

- Section 1 Overview – This section provides an overview of the Council and corporate structure for the reporting period.
- Section 2 Performance reporting – This section provides details of the progress of actions detailed in the 2023-2024 Operational Plan.
- Section 3 Statutory Reporting – This section provides the specific reporting details required by the *Local Government Act 1993* and associated regulations.
- Section 4 – Attachments including the 2023 - 2024 GIPA report and the Uralla Shire Council Statement of Business Ethics.

It is recommended that Council adopts the Annual Report.

RECOMMENDATION

That Council:

- 1. Adopts the 2023 - 2024 Annual Report as shown in attachment “A”.**
- 2. Submits the adopted 2023 -2024 Annual Report to the NSW Minister for Local Government by 30 November 2024.**
- 3. Publishes the adopted 2023-2024 Annual Report on Council’s website and makes copies of the report available at all Council offices and libraries.**

REPORT

Under Section 428 of the *Local Government Act 1993*, Council is required to submit its Annual Report to the Office of Local Government on or before 30 November 2024 for the 2023/2024 financial year.

The Annual Report contains the specific content that must be included pursuant to the *Local Government (General) Regulation 2021*, including the audited financial statements and the State of the Shire Report. It is noted that no changes were made to the draft financial statements presented to Council at the meeting of 24 September 2024.

CONCLUSION

The Annual Report has been prepared in accordance with the *Integrated Planning and Reporting Guidelines* and meets the NSW *Office of Local Government* reporting requirements.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Council's Annual Report will be published to the Council website and copies of the reports will be made available at all Council offices and libraries.

Policy and Regulation

Local Government Act 1993 (NSW)

The Local Government (General) Regulation 2021 (NSW)

Integrated Planning and Reporting Guidelines (OLG)

Financial/Long Term Financial Plan

N/A

Asset Management/Asset Management Strategy

N/A

Workforce/Workforce Management Strategy

N/A

Legal and Risk Management

Statutory obligation to prepare an Annual Report.

Performance Measures

To meet statutory timeframes, the Annual Report 2023-2024 must be prepared and provided to the Minister for Local Government by 30 November 2024. The Annual Report must also contain the Audited Financial Statements.

The Audited Financial Statements must also undergo a public exhibition process.

Section 418 of the Act provides that Council must, as soon as practicable after receiving the Auditor's report:

- a) Fix a date for the meeting at which it proposes to present its audited financial reports, together with the Auditor's Reports, to the public, and.
- b) Give public notice of the date so fixed.

The date fixed for the meeting must be at least 7 days after the date on which the notice is given, but not more than 5 weeks after the Auditor's Reports are given to the Council.

The Annual Report should now be adopted and submitted to *Office of Local Government* to meet the 30 November 2024 deadline.

Project Management

Manager Governance & Service Centre



DRAFT

Annual Report

2023-2024

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Section 1 – Welcome

FROM THE MAYOR



Our 2023-24 Annual Report provides an opportunity for Council to pause, reflect upon and share the many achievements and milestones that have made our community an even better place in which to live, work, and thrive.

The official opening of Constellations of the South at The Glen, Stage 1 of our Fibonacci installation at Pioneer Park, and the new Rotary Park in Uralla were undoubtedly highlights. Collectively, these new open spaces have become valuable assets for our community and a drawcard for visitors, providing safe, accessible and beautifully designed spaces for us all to enjoy.

The opening of Constellations of the South aligned with the winter solstice, and our free family stargazing event was a huge success. We hope to see this become an annual event.

Preservation of the 135-year-old Uralla Court House commenced in 2021, and its completion in June was a moment for celebration. The newly restored building enhances Uralla's impressive line-up of 19th and 20th Century architecture which is showcased along our town's heritage walk and has created a new multi-functional space for community use.

These accomplishments would not have been possible without the dedication and collaboration of our team of councillors, council staff, community organisations, local businesses and residents. I extend my sincerest gratitude to each and every one of you.

In November 2023, Council welcomed our new General Manager, Toni Averay. Toni brings her experience, energy, vision, and a commitment to working with community. Together with a new leadership team and dedicated team of staff, Council will continue to deliver on expectations and the shared aspirations of our community.

Looking ahead, we remain committed to addressing emerging challenges, embracing new opportunities, and building a brighter future for generations to come. Our key priorities include:

- Enhancing public safety and amenity;
- Promoting sustainable practices and environmental stewardship;
- Addressing our future housing needs and expanding affordable housing options;
- Investing in our water security and water quality; and
- Supporting growth and the development of our visitor economy.

As we celebrate success, we also acknowledge the resilience and spirit of our community. Your input, ideas, and involvement are invaluable, and I encourage you to continue shaping our Shire's vision.

Thank you for your continued trust and engagement. I look forward to another year of progress and collaboration.

A handwritten signature in dark ink, appearing to read 'Robert Bell'.

Robert Bell
Mayor, Uralla Shire

FROM THE GENERAL MANAGER

As we reflect on the past year, it is my pleasure to support Mayor Bell and our Councillors in presenting our 2023-24 Annual Report – a year defined by great progress and community-driven achievements.

This year, we celebrated milestones that reflect our vision of a vibrant, inclusive, and sustainable Shire. Council staff and I are committed to delivering high-quality services and infrastructure for our community, while ensuring we focus on effective budget management and long-term financial sustainability.

During the year, we successfully recruited an outstanding team of capable and committed staff, building our capacity to meet the needs and aspirations of our growing community.

I want to acknowledge the ongoing support of our Councillors and the important role our community plays in guiding us forward. We greatly appreciate the strong partnerships we have formed with community groups across the Shire.

We are excited by the opportunities ahead while at the same time noting there are still challenges to address. These include:

- Ensuring robust State planning to manage the impacts of renewable energy projects while maximising legacy community benefits;
- Maintaining our financial sustainability;
- Continuing our advocacy to the State and Federal Governments to support priority investments in Uralla Shire;
- Delivering on future proofing projects such as our integrated water management plan; and
- Meeting increasing legislative and governance requirements across our community services, particularly in aged care.

We will remain committed to fostering an inclusive and harmonious community, and working together to enhance our region's liveability, sustainability, and cultural richness.

A handwritten signature in blue ink, reading 'Toni Averay'.

Toni Averay
General Manager, Uralla Shire Council

Overview

Under the *Local Government Act 1993* (the “Act”), all Councils in New South Wales are required to report on their progress in implementing their Delivery Program.

The content of the Annual Report must be prepared in accordance with the Act as well as *Local Government (General) Regulation 2021*, and must include a copy of the council’s audited Financial Statements.

Once adopted, the Annual Report must be published to the council website.

This Annual Report comprises four sections:

1. Welcome and Overview

2. Performance Reporting

3. Statutory Reporting

5. Attachments:

- A. Financial Statements 2023-2024
- B. GIPA Report 2023-2024
- C. Statement of Business Ethics

Our Council

Uralla Shire Council is constituted under the Act and was proclaimed on 5 December 1947, coming into effect on 1 January 1948.

Uralla Shire Council is a large and diverse organisation employing over 160 staff and is responsible for assets in excess of \$300 million, 32 different service areas and an annual operating budget of approximately \$23 million.

The Uralla Shire local government area covers an area approximately 3,230 square kilometres and is home to a permanent resident population of around 5,971 people (2021 census). The township is Uralla, which is located 22 kilometres south of Armidale and 89 kilometres north of Tamworth on the New England Highway.

Other localities in the Uralla Shire local government area include Abington, Arding, Bakers Creek, Balala, Boorolong, Briarbrook, Bundarra, Camerons Creek, Dangarsleigh, Dumaresq, Enmore, Gostwyck, Invergowrie, Kentucky, Kentucky South, Kingstown, Mihi, Rocky River, Salisbury Plains, Saumarez, Saumarez Ponds, Torryburn, Wollun and Yarrowyck.

Our Vision

In 2031 the Uralla Shire community will be vibrant with a growing economy supporting a sustainable quality of life that values its heritage.

Our Mission

Uralla Shire Council listens to and facilitates the aspirations of the community.

Our Values

Council's values lay the foundation for the organisation, the ingrained principles guide us in our actions.

Unity

Council is strongest when we work together as a team. Unity is built from a shared vision. The stability of unity comes from the spirit of equality and openness.

Safety

Council is required to maintain healthy and safe workplaces. This means that it is important to take care of our own health and safety and that we must not adversely affect the health and safety of others.

Commitment to Service

In all of our dealings, we will be respectful and treat people with dignity and professionalism. We support collaboration and teamwork, internally and externally, including other agencies.

Statement of Business Ethics

Through our core values and principles, we are committed to ensuring that in our business dealings, we and the businesses we deal with, act in a transparent, ethical and accountable manner so as to enhance and protect our reputation, as well as safeguarding our culture of integrity and ethical conduct.

We recognise that our reputation is built on trust, and this influences how our community and business partners feel about our organisation and the services it provides. This reputation can be tarnished forever by the unethical actions of a few people or even just one person.

This means, among other things, acting honestly, observing a high standard of probity, ethical behaviour, and integrity, treating each other and our customers, partners, suppliers and our community fairly and with respect, and being transparent and open in our business processes.

We need to ensure that we all understand the standards expected of us as council officials (Code of Conduct). We also need to ensure that we communicate to our suppliers, contractors and business partners the standards we expect of them if we are to do business with them.

The Statement of Business Ethics is one of the tools we use to communicate this standard of behaviour.

Mayor and Councillors

For the period July 2023 to 30 June 2024, Uralla Shire Council was governed by the following elected Councillors:

Mayor Robert Bell
Deputy Mayor Councillor Robert Crouch
Councillor Tim Bower
Councillor Sarah Burrows
Councillor Leanne Doran
Councillor Bruce McMullen
Councillor Tom O'Connor
Councillor Lone Petrov
Councillor Tara Toomey

Councillors have a responsibility to:

- Be an active and contributing member of the governing body;
- Make considered and well informed decisions as a member of the governing body;
- Participate in the development of long term plans for the community as required by the Integrated Planning and Reporting framework;
- Represent the collective interests of residents, ratepayers and the local community;
- Facilitate communication between the local community and the governing body;
- Uphold and represent accurately the policies and decisions of the governing body, and
- Make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor.

In addition to having special responsibilities as a Councillor, the Mayor can represent Council and exercise urgent policy-making functions between meetings. The Mayor usually acts as spokesperson for Council, carries out certain civic and ceremonial functions, and presides as chairperson during Council meetings. The Council may also delegate other functions to the Mayor.



Left to Right: Cr Lone Petrov, Cr Tom O'Connor, Cr Bruce McMullen, Cr Leanne Doran, Mayor Robert Bell, Deputy Mayor Cr Robert Crouch, Cr Tim Bower, Cr Sarah Burrows, Cr Tara Toomey

Uralla Shire Council is broken up into two wards:



Citizenship Ceremonies held by Uralla Shire Council:

December 2023 acquired 2 conferees.

January 2024 acquired 3 conferees.

Council Meetings

Ordinary Council Meetings are held at 4pm on the fourth Tuesday of each month from February to November, on the third Tuesday of the month in December, and no meeting is held during the month of January. Council meetings are held at the Uralla Shire Council Chambers, located at 32 Salisbury Street, Uralla. Extraordinary Council Meetings are held as and when required and the public is notified via Council's website. Members of the public may attend all Council and Council Committee meetings.

Members of the public may also, at the discretion of the Council in each case, be permitted to address a Council Meeting on a particular issue which is listed on the Business Paper for that meeting.

In 2023-24, Council held twelve (11) Ordinary Meetings and eleven (4) Extraordinary Meetings.

Ordinary Meetings - Mayor and Councillors:

Mayor & Councillors	25/07/23	22/8/23	26/9/23	24/10/23	28/11/23	19/12/23
R Bell	✓	✓	✓	✓	✓	✓
T Bower	✓	✓	✓	✓	✓	✓
S Burrows	✓	✓	✓	✓	✓	✓
R Crouch	✓	✓	✓	✓	On leave	✓
L Doran	✓	✓	✓	✓	✓	✓
B McMullen	✓	On leave	✓	✓	✓	✓
T O'Connor	✓	✓	✓	✓	✓	✓
L Petrov	✓	✓	✓	✓	✓	✓
T Toomey	✓	✓	✓	✓	✓	✓

Mayor & Councillors	27/2/24	26/3/24	23/4/24	21/5/24	25/6/24
R Bell	✓	✓	✓	✓	✓
T Bower	✓	✓	✓	✓	✓
S Burrows	✓	✓	✓	✓	✓
R Crouch	✓	✓	✓	✓	✓
L Doran	✓	✓	✓	✓	✓
B McMullen	✓	On leave	✓	✓	✓
T O'Connor	✓	✓	✓	✓	✓
L Petrov	✓	✓	✓	✓	
T Toomey	✓	✓	✓	✓	✓

Extraordinary Meetings - Mayor and Councillors:

Mayor & Councillors	10/8/23	2/11/23	10/11/23	16/8/2024
R Bell	✓	✓	✓	✓
T Bower	✓	✓	✓	✓
S Burrows	✓	✓	✓	✓
R Crouch	✓	✓	✓	✓
L Doran	✓	✓	✓	✓
B McMullen	On leave	✓	✓	✓
T O'Connor	✓	✓	✓	✓
L Petrov	✓	✓	✓	✓
T Toomey	✓	✓	✓	✓

General Manager Workshops and Briefings

In addition to council meetings the General Manager also facilitated 11 workshops and briefings throughout the year to provide councillors with more detailed information on contemporary matters and items in the business agenda.

Councillors Community Sessions:

Council undertook the following Councillor Community Engagement Sessions in 2023-2024 at the following locations multiple times:

- Kentucky
- Kingstown
- Invergowrie/ Barry Munday's Reserve
- Rocky River
- Bundarra
- Alma Park
- Mayor's Youth Forum

Induction training and ongoing professional development for Mayor and Councillors

Local Government (General) Regulation 2021 – clause 186 (a) (b)

The Mayor and councillors participated in the following professional development programs as part of their development 24.10/22:

Professional Development	Planning for Non-Planners Part 1	Planning for Non-Planners Part 2	Understanding Local Government Finance for Councillors	Business Excellence In Local Government	Infrastructure Tours	LGNSW Annual Conference	Country Mayors Association Meetings
Mayor Bell	✓	✓			✓	✓	✓
Cr Burrows	✓	✓			✓		
Cr Bower	✓	✓			✓		
Cr Crouch	✓	✓			✓		
Cr Doran							
Cr McMullen	✓	✓			✓		
Cr O'Connor	✓	✓			✓		
Cr Petrov	✓	✓			✓		
Cr Toomey	✓	✓			✓		

Local Government (General) Regulation 2021 – Clause 186 (c)

The Mayor and councillors were provided with the following information as part of the ongoing professional development program:

Circulars/seminars/activities	Number
OLG Circulars (link provided to Councillors in weekly bulletin)	Online
LGNSW (link provided to Councillors in weekly bulletin)	50
USC Councillors weekly bulletin	50
General Manager Workshops & Briefing Sessions	11

Committees

Council operates a range of Specific Purpose Committees and Section 355 Committees, and is represented by Councillors on a number of External Boards, Committees and Organisations. Council reviews its committee representation annually and resolves to appoint delegates for the following 12-month period. During 2022-2023, Council was represented by Councillors on two Specific Purpose Committees, thirteen (13) External Boards, Committees and Organisations, and three (3) Section 355 Committees:

Committee	Delegate 2023-2024
SPECIFIC PURPOSE COMMITTEES	
1. Audit, Risk & Improvement Committee *The new ARIC Committee held its inaugural meeting 26 June 2023 with the appointed delegate for 2023-2024 being Cr T Toomey.	Cr T O'Connor Cr T Toomey
2. Finance Advisory Committee	Committee of the whole
EXTERNAL BOARDS, COMMITTEES & ORGANISATION	
1. Arts North West	Cr L Doran (Advisory Council) General Manager (Alternate)
2. Central Northern Regional Library	Cr L Petrov
3. Community Safety Precinct Committee	Mayor Bell
4. Country Mayor's Association	Mayor Bell
5. Local Traffic Committee	Cr B McMullen
6. Mid North Weight of Loads	General Manager
7. New England Joint Organisation	Mayor Bell
8. New England Weeds Authority	Cr Bower
9. Northern Joint Regional Planning Panel	General Manager Cr R Crouch (Panel Member) Cr B McMullen (Alternate)
10. New England Regional Energy Zone Reference Group	Mayor (28 June 2022) General Manager
11. Thunderbolt Energy Community Consultative Committee	Cr Burrows
12. Rural Fire Service Liaison Committee	Deputy Mayor, Cr R Couch General Manager
13. New England Bushfire Management Committee	Mayor Bell
S355 COMMITTEES	
1. Bundarra School of Arts Hall Committee	Cr R Crouch Cr L Doran
2. Uralla Township and Environs Committee	Cr L Doran Cr T Toomey
3. Australia Day Committee	Cr S Burrows Cr T O'Connor Cr B McMullen (since 27 September 2022)

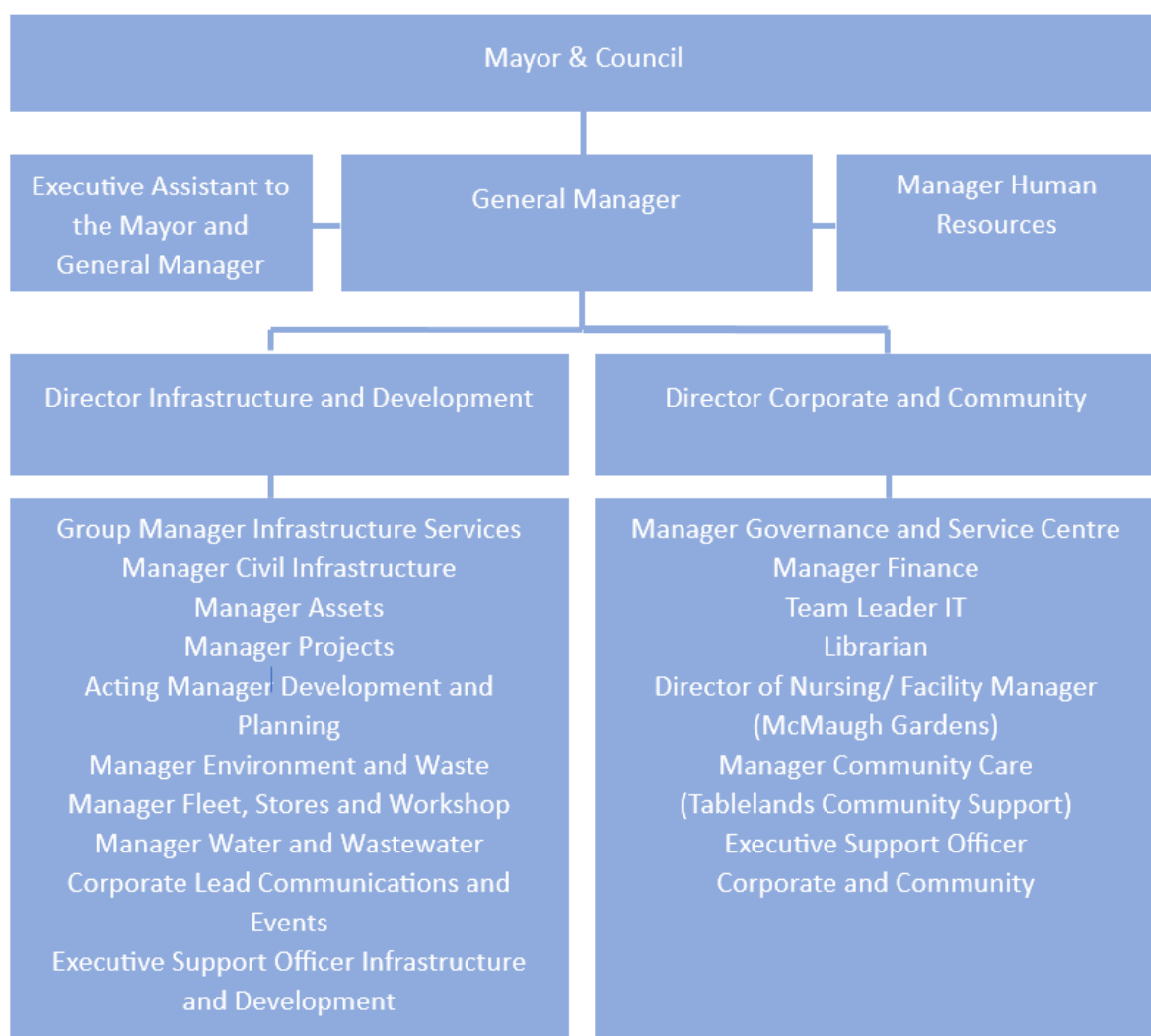
Our Structure

Organisational Structure

The General Manager is responsible for the efficient and effective operation of Uralla Shire Council and for the implementation, without undue delay, of decisions of the Council.

At the ordinary Meeting of Council held on 28 June 2022, Council resolved to endorse the Workforce Management Strategy. From 11 July 2022, the workforce comprised three (3) directorates; office of the General Manager, Infrastructure and Development and Corporate and Community.

From 11 July 2022 to 30 June 2024



Section 2 – Performance Reporting

Integrated Planning and Reporting Framework

The Integrated Planning and Reporting (IP&R) framework requires Council to lead the development of long-term plans for our community. Through the IP&R framework, Council must prepare a number of related plans that detail how we intend to deliver services and infrastructure in the short and long term, based on community priorities that have been identified through community consultation and engagement.

Each year Council prepares an Annual Report which includes a copy of our audited financial reports. The Annual Report details our progress in implementing the Delivery Program and the activities we have undertaken to deliver on the objectives of our Community Strategic Plan.

Community Strategic Plan

The 10-year Community Strategic Plan is a high-level plan prepared by Council. Its purpose is to identify our community's main priorities and aspirations for the future and to plan strategies for achieving these goals. In doing this, the planning process considered the issues and pressures that may impact the community and the level of resources that will realistically be available to achieve its aspirations. The Community Strategic Plan 2022-2031 contains fourteen (14) goals across the four themes of Society, Economy, Environment and Leadership.



Our Society

1. A growing community with an active volunteer base and participation in community events
2. A safe, active and healthy shire
3. A diverse and creative culture that celebrates our history
4. Access to and equity of services.



Our Economy

5. An attractive environment for the business sector
6. Grow and diversify employment, through existing and new businesses
7. Communities that are well serviced with essential infrastructure



Our Environment

8. To preserve, protect and renew our beautiful natural environment
9. Maintain a healthy balance between development and the environment
10. Avoid, reduce, reuse (repair), and recycle (recover) wastage to minimise waste disposal
11. Secure, sustainable and environmentally sound water-cycle infrastructure and services



Our Leadership

12. Informed and collaborative leadership in our community
13. A strategic, accountable and representative Council
14. An efficient and effective independent local government

Delivery Program

The four-year Delivery Program outlines how Council will contribute to achieving the vision set out in the Community Strategic Plan and turns the strategic objectives contained in our Community Strategic Plan into actions. All plans, projects, activities, and funding allocations made by Council must be directly linked to the Delivery Program.

Council adopted a new Delivery Program for 2022-2026 at its meeting held on 28 June 2022.

Resourcing Strategy

The four-year Resourcing Strategy outlines how Council will resource the implementation of its Delivery Program through money, assets, and people. The Resourcing Strategy comprises the Long-Term Financial Plan, Asset Management Plans and a Workforce Management Plan.

Operational Plan

Supporting the Delivery Program is an annual Operational Plan. Adopted by Council each year alongside its annual Budget, the Operational Plan identifies the plans, projects and activities that will be carried out over the financial year covered by the Operational Plan to achieve the commitments made in the Delivery Program.

Annual Report

Within five months of the end of each financial year, Council prepares an Annual Report, which includes a copy of our audited financial reports. The Annual Report details our progress in implementing the Delivery Program and the actions we have undertaken to deliver on our Operational Plan.



Our Performance

In 2023-2024, Council aspired to 225 actions focused on achieving our community's vision across our four key themes of Our Society, Our Economy, Our Environment and Our Leadership.

Each year Council sets out an ambitious action plan to drive performance and grant funding opportunities.

These actions were detailed in the combined 2022-2026 Delivery Program and 2023-2024 Operational Plan, which was adopted by Council at its Extraordinary Meeting on 29 June 2023.




97% of Council's Operational Plan actions for the year ending 30 June 2024 were successfully completed. Five actions have been carried over to the current financial year for further progression or completion. One project was cancelled due to factors outside of Council's control. These projects will be revisited when the funding and resources become available.

	Our Society - <i>We have an accessible, inclusive and sustainable community.</i>
	59/59 activities completed successfully

Significant initiatives and achievements



Action	Status	Annual Comment
Seek funding to extend pedestrian and cycle ways subject to approval from council and subject to associated operating costs being funded from operational revenue. Particular projects to include grant funding for the design and construction of upgrades to the CBD area for parking lane, footpath, amenity and accessibility improvements	Completed	All received funding has been actively deployed during the period. This program will continue in the 24/25FY.
ADVOCACY - pursue funding for infrastructure and services to support the needs of the region including transport, NBN, mobile telephone service and radio coverage.	Completed	Significant discussions with Telco providers have been undertaken on outage schedules. Local and Federal Members have been appraised of the situation and supported Council in our endeavours to reach a considered approach.
Identify and seek funding opportunities for works and civil projects subject to approval from council and subject to associated operating costs being funded from operational revenue	Completed	A significant portfolio of civil projects funded by recovery grants are underway. Principal items include Pioneer Park, Rotary Park, The Glen, and The Old Uralla Courthouse, completed and commissioned by the close of 23/24FY. Additionally, road restoration actions have also been completed during the period.
Upgrade recycling waste collection bins and improve operations at Uralla Waste Management Facility	Completed	New bins issued and available as requested.
Survey library users to review service levels	Completed	CNRL hosts an annual library user survey which comprises an online survey assessing service levels, library collection, hours of operation, library services and events. The results are included in the CNRL Annual Report. In addition, staff undertake random surveys to gauge awareness of the Uralla Library facility and services.
Engage with the community to activate the Old Court House community space	Completed	Courthouse refurbishment was completed, and community activities were successfully undertaken during the period.

Investigate opportunities to apply for suitable grants to facilitate events in the community	Completed	Grant Coordinator has identified numerous grants supporting events such as Spring Holiday Break, Reconnecting Regional NSW, Youth Week, Black Spot programs and the upcoming Christmas Street Fair and Australia Day celebrations for 2025. This role is seen as being successful to enhancing USC's opportunity in grant funding.
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	Our Economy - We drive the economy to support prosperity
 ACTION COMPLETE	42/45 activities completed successfully
 ROLLED INTO NEW DELIVERY PROGRAM	3/45 activities have been carried over to the current year

Significant initiatives and achievements		
Action	Status	Annual Comment
Identify and seek funding opportunities for works and civil projects subject to approval from council and subject to associated operating costs being funded from operational revenue	Completed	A significant portfolio of civil projects funded by recovery grants has been delivered. Significant items include Pioneer Park, Rotary Park, The Glen, and The Old Uralla Courthouse, all completed and commissioned by the close of 23/24FY. Additionally, road restoration actions have also been completed during the period.
Progress electronic development assessment processes to improve efficiency and customer service standards	Completed	LG Planning portal has improved to on-line lodgement and delivery of support to customers as required.
Review State Significant Development (SSD) decisions and provide advice to council	Completed	Robust review processes in place for review of Secretary's Environmental Assessment Requirements (SEARS) and other matters associated with SSD and related projects, ultimately providing advice and formulation of submissions where relevant.
Actively lobby for opportunities and benefits from the New England Renewable Energy Zone (NEREZ)	Completed	Renewable Energy and Community Benefit Sharing Policies developed. VPAs entered into with two Renewable Energy Zone developers. Continued engagement with EnergyCo NSW and Department of Planning and Environment to secure best outcomes. Exploring worker accommodation options. Housing Strategy in development.
Survey undertaken to ascertain customer expectations in relation to council's buildings infrastructure	Completed	Completed for all high profile building projects (eg refurbished Courthouse, public facilities) during the period. Further activity will continue to take place throughout the 24/25FY as Asset Improvement Plan actions in the Draft Buildings Asset Management Plan are executed. This includes an engagement plan to capture community expectations

Activities carried forward		
Action	Status	Annual Comment
Review and adopt acceptable Level of services of infrastructure assets in consultation with community, update by changes and measure progress annually	Carried over to 24/25	The existing LOS and their annual delivery costs are now known. The measure of how accurately the existing LOS balance community 'expectations' and 'willingness to pay' will need to be tested in the future. That process can only be done effectively during future deep community discussions regarding rates and potential increases.
Review and update the Local Environmental Plan (LEP) to provide desired land use zonings to encourage growth	Carried over to 24/25	An LEP review is a complex statutory process requiring substantial evidence and supporting studies. The Department of Planning advised that the LEP review could not progress until a Housing Strategy was completed. REMPLAN was engaged to prepare the Housing Strategy which was in progress at the end of the 23/24 FY. This will provide the platform for the LEP review to commence in 24/25.
Progress Developer Contribution Plans	Carried over to 24/25	Developer Contribution Plan will be reviewed following the LEP review and when funding and resources are available.

	Our Environment - <i>We are good custodians of our environment</i>
	33/33 activities completed successfully

Significant initiatives and achievements		
Action	Status	Annual Comment
Protect and enhance the natural environment to promote and support biodiversity in compliance with the Biodiversity Conservation Act	Completed	Areas reported of concern have been investigated and where applicable have been referred to the EPA for their review.
Review and commence the Environmental Sustainability Action Plan priorities	Completed	All scheduled activities completed
Provide effective, regulatory, compliance and enforcement services for the community	Completed	Completed through: - Effective planning process, including free pre-DA services; - Environmental Health and Building requirements are met, through ongoing engagement of consultants; and - A number of complex compliance investigations were undertaken in 23/24 under the leadership of the Acting Manager Planning and Development with external legal advice where appropriate.
Collaborate with community and interested stakeholders on environmental activities	Completed	Community engagement ongoing and discussed ad hoc with members of the community and in various existing formal committees. Formal linkages with the University of New England field leaders and Znet Uralla now exist and are utilised on appropriate projects.
Draft Street and Open Space Tree Management plans for Uralla and Murrumbidgee	Completed	Roadside Vegetation Plan has been adopted by Council and includes Urban and Rural Tree Management.
Review potential for extension of kerbside collection services to locations currently unserved.	Completed	Comprehensive review of service areas undertaken with extensive community engagement. Proposed plan modified in response to community feedback and to avoid unanticipated impacts on residents. Discussions complete with affected residents. Discussions always ongoing with minimal number of residents.

	Our Leadership - <i>We are an independent shire and well-governed community</i>
 ACTION COMPLETE	83/88 activities completed successfully
 ROLLED INTO NEW DELIVERY PROGRAM	5/88 activities have been carried over to 2024/25
 NO LONGER UNDERTAKING THIS ACTION	1 Activity was cancelled as resourcing did not allow progress

Significant initiatives and achievements		
Action	Status	Annual Comment
Community engagement and consultation undertaken prior to Council decisions to change strategy, services and as required by legislation.	Completed	Information sessions on key strategic and operational priorities conducted regularly. Community engagement prioritised on key policies addressing renewable energy and community benefit sharing policies. Presentations to Council by renewable energy developers and ongoing engagement with NSW EnergyCo.
Commence Transport Asset Management Plan - improvement plan	Completed	Transport Asset Management Plan in update stage ready for new Council to adopt in 2nd quarter FY24/25. Condition assessment completed April 2024. Revaluation due 30 June 2025.
Regularly review WHS reports and statistics to identify opportunities to improve WHS performance and drive down workers compensation premium	Completed	Our strong efforts in WHS continue. For example, our effective return to work programs for injured staff and supported rehabilitation resulted in \$220k reduction in our Workers Compensation insurance premium by our provider.
Investigate options for the employment of additional apprentices and trainees	Completed	ACTIONED - Trainee Water and Sewer Operator and School Based Trainee Water and Sewer Operator added to the structure for the FY 23/24. Civil Infrastructure trainees maintained in the structure. Apprentice Plant Mechanic added to the structure FY 23/24.
Engage and collaborate with groups, businesses and potential developers	Completed	Strong focus on customer service and facilitative planning guidance provided for proposed new developments e.g. new shopping centre. Actively engaging with business owners including Chamber of Commerce.

Activities carried forward		
Action	Status	Annual Comment
Undertake a desktop scenario test of Business Continuity Plan for IT	Carried Forward to 2024-2025.	Draft Policy for Business Continuity and Disaster Recovery plan is being reviewed. Once completed then Council will undertake a formal desktop scenario test. Currently In the event of a natural disaster, Uralla Councils IT system would still be accessible via remote login due to being cloud based.
Draft a Cyber Security Policy	Carried Forward to 2024-2025.	On boarded an external subject matter expert provider to assist with IT policy development with their Policy as a service model.

Projects Discontinued		
Action	Status	Annual Comment
Undertake assessment, consultation and consideration of special rate variation needed.	Cancelled	Council did not wish to progress any special rate variation during 2023 – 2024.

Section 3 - Statutory Reporting

Rates Written Off

Local Government (General) Regulation – Clause 132

Pension rebates granted during the 2023-2024 financial year:

- General - \$84,864.28
- Water - \$27,591.77
- Sewer - \$25,666.77
- Domestic Waste Management - \$42,607.78

An amount of \$11,919 was written off as rates and charges during the year.

Overseas Visits

Local Government Act 1993 – Section 428(4)(b); Local Government (General) Regulation 2021 – Clause 217(1)(a)

There were no overseas visits in 2023-2024.

Councillor Expenses and Provision of Facilities

Local Government (General) Regulation 2021 – Clause 217(1)(a1)

Council has adopted a Policy, last reviewed in 28 June 2022, regarding the payment of expenses and the provision of facilities for Councillors. All fees and expenses are paid in accordance with that Policy.

Councillors Expenses for the period 2023 -2024

Mayoral Allowance	\$21,581.00
Councillors Allowance	\$107,793.00
Telephone Calls and Internet Cost	\$2,759.00
Conference and Seminars	\$4,500.00
Travel Costs	\$2,850.00
Food and Catering Costs	\$1,586.00
Total	\$141,068.00

Major Contracts

Local Government (General) Regulation 2021 – Clause 217(1)(a2)

Council awarded major contracts, for \$150,000 or more, as set out below:

Name of Contractor	Project	Nature of goods or services supplied	Total amount payable exclusive GST \$
Wallace Construction Services	Pioneer Park upgrade	Fibonacci theme PSLP	\$492,000.00
Stabilcorp	Thunderbolts Way - Tarana Hill Segment	Pavement gravel overlay stabilisation and seal	\$350,000.00
Ms Cheryl Ireland	Queen St Uralla Caravan Park	Management Services	\$159,510.00

Capital Works Projects

Uralla Shire Council Annual Report 2023-2024

Project	Source of Funds	Budget	Target Date for Completion	Status
Kingstown Road, Uralla (9.5 to 10.05km)	Local Roads Community Infrastructure Phase 3	\$252,330	30-Dec-23	Completed
Northeys Road, Uralla (1 to 1.5km)	Local Roads Community Infrastructure Phase 3	\$134,752	30-Dec-23	Completed
Northeys Road, Uralla (1.5 to 2.5km)	Local Roads Community Infrastructure Phase 3	\$277,585	30-Dec-23	Completed
Northeys Road, Uralla (2.5 - 3.25km)	Local Roads Community Infrastructure Phase 3	\$212,232	30-Dec-23	Completed
Gostwyck Road, Uralla (2-2.25,2.5-3.75,5.25-5.75,6.25-6.75km)	Local Roads Community Infrastructure Phase 3	\$410,992	30-Dec-23	Completed
Gostwyck Road, Uralla (8.25 - 9.25km)	Local Roads Community Infrastructure Phase 3	\$277,587	30-Dec-23	Completed
Various Roads Resheeting Uralla Shire Council rural LGA (Hardens)	Local Roads Community Infrastructure Phase 3	\$278,725	30-Dec-23	Completed
Thunderbolts Way MR73, North of Uralla – Ferndale Segment Ch27.7km to 29.2km (1,500m x 8m) (0 at Uralla St, North)	Regional and Local Roads Repair Program	\$780,000	30-Jun-25	Completed
Warwick St, Uralla 2 sections, McCrossin Street to Rock Abbey Road (550m x 6m), & Barleyfields Intersection (600m x 7m)	Regional and Local Roads Repair Program	\$487,500	30-Jun-25	Completed
Bergen Road, Kentucky 1km x 5m comprising 2 discrete sections	Regional and Local Roads Repair Program	\$325,000	30-Jun-25	Completed
Mihi Road Mihi, Intermittent patch gravelling 1km	Regional and Local Roads Repair Program	\$86,908	30-Jun-25	Completed
Kingstown Road Heavy Patching 37 to 42km	Roads to Recovery 2019-24 Program	\$369,837	30-Jun-24	Completed

Legal Proceedings

Local Government (General) Regulation 2021 – Clause 217(1)(a3)

There were no legal proceedings taken by or against the Council during the 2023-2024 financial year.

Subsidised Private Works

Local Government (General) Regulation 2021 – Clause 217(1)(a4)

Council makes the following charges for work carried out on private land.

Plant	Council adopts a standard schedule of hire charges for the use of plant on private land. The charge is on the basis of wet hire and is market competitive.
Additional Labour	Direct cost plus 25% for overheads.
Materials	Actual cost plus 25%.

The rates are reviewed annually during the preparation of the Annual Budget and advertised with the Schedule of Fees and Charges attached to the Operational Plan. Council has carried out work on private property during the 2023-2024 year and works orders that have been raised for works are being charged in accordance with the adopted fees and charges.

Financial Assistance to Others

Local Government (General) Regulation 2021 – Clause 217(1)(a5)

Contributions made to schools and local community groups under Section 356 of the *Local Government Act 1993* were as follows:

Presentation Nights	\$
Uralla Central School	200
Bundarra Central School	200
St Joseph's School	100
Rocky River School	100
Kingstown School	100
Kentucky School	100
Total	\$800

Community Grants and Donations	\$
Thunderbolts Festival	12,000
Uralla Arts Lantern Parade	3,000
Rotary Art Show	1,000
Australia Day Activities	2,500
Other Shire events & Community Grants Fund	1,000
Street Stall (Plus overheads)	17,500
Pre-school rent	21,853
Youth Services & NAIDOC	6,600
School presentation nights	800
NIAS	2,000
Bush Bursary	3,000
Arts North West	4,886
Pioneer Park – Artwork Grant Scheme	40,000
Total	\$116,139

General Manager and Senior Staff Remuneration

Local Government (General) Regulation 2021 – Clause 217(1)(b-d)(i-v)

The General Manager, Director Infrastructure & Development and Director Corporate & Community were designated as a Senior Staff Members in accordance with the meaning of the *Local Government Act 1993*.

General Manager

The total remuneration comprised in the annual remuneration package of the General Manager at the end of the reporting period was as follows:

(i) the total value of the salary component of the package	\$229,417.00
(ii) the total amount of any bonus payments, performance payments or other payments made to the General Manager that do not form part of the salary component of the General Manager	\$0
(iii) the total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the General Manager may be a contributor	\$25,236.00
(iv) the total value of any non-cash benefits for which the General Manager may elect under the package	\$16,000
(v) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits	\$8,926.00
Total:	\$279,579.00

Directors

The total remuneration comprised in the remuneration packages of the Director positions at the end of the reporting period was as follows:

(i) the aggregate total value of the salary component of the packages	\$331,205.00
(ii) the total amount of any bonus payments, performance payments or other payments made to them that do not form part of the salary components of their packages,	\$0
(iii) the total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the Directors may be a contributor	\$36,433.00
(iv) the total value of any non-cash benefits for which the Executive Directors may elect under the package	\$0
(v) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits	\$0
Total:	\$367,638.00

The Uralla Shire Council employee/worker profile as at Wednesday 14 February 2024 was:

(i) persons employed by the council on a permanent full-time, permanent part-time or casual basis or under a fixed-term contract	199
(ii) persons employed by the council as senior staff members	3
(iii) persons engaged by the council, under a contract or other arrangement with the person's employer, wholly or principally for the labour of the person	0
(iv) persons supplied to the council, under a contract or other arrangement with the person's employer, as an apprentice or trainee	2
Total:	204

Stormwater Management Services

Local Government (General) Regulation 2021 – Clause 217(1)(e)

Council raised \$33,137.50 through the Stormwater Annual Charge in 2023-2024. These funds are utilised to continue the implementation of strategies outlined in Council's Delivery Program.

External Bodies that Exercise Council Functions

Whilst Council has 355 committees that provide advice to council there were no external bodies exercising council functions under delegation.

Participation in Corporations, Partnerships, Joint Ventures or Other Bodies

Local Government (General) Regulation 2021 – Clause 217(1)(a8)

Council was party to the following partnerships, cooperatives and joint ventures:

- * Arts North West
- * Central Northern Regional Library
- * Country Mayors Association of New South Wales
- * Local Government New South Wales
- * New England Weeds Authority
- * Northern Inland Regional Waste Group
- * Mid North Weight of Loads Group
- * Rural Fire Service District/Zone group
- * Statewide Mutual
- * StateCover Mutual Ltd

Equal Employment Opportunity

Council is an Equal Employment Opportunity (EEO) employer.

Council is dedicated to maximising the talents and resources of our employees. We ensure that no employee or job applicant faces discrimination based on race (including colour, nationality, and ethnic or national origin), sex, marital status, pregnancy, physical and intellectual impairment, sexuality, gender, or age, unless such conditions are relevant to job performance. Our commitment to promoting equal employment opportunity is guided by Anti-Discrimination laws, EEO principles, and the Protected Disclosures Act 1994. We incorporate EEO policies and procedures into our induction process to raise awareness among new staff. Additionally, we regularly review our Training Plan to identify skill gaps, provide necessary training, and support career progression for our employees.

Compliance with Companion Animals Act and Regulation

Council's activities during the year in relation to enforcing and ensuring compliance with the *Companion Animals Act 1998* are set out below.

Animal Control Services	NUMBER
Total Dogs Seized by Ranger	44
Total Dogs Seized by other persons	7
Dogs Returned to Owner (not impounded)	2
Dogs Uncontrolled in public area (off-leash)	35
Dogs processed through Animal Shelter	42
Dogs Released to owners	8
Dogs Sold	11
Dogs Released to Organisations to re-home	10
Dogs Euthanized – Unable to Rehome (unsuitable)	13
Dogs Euthanized as a result of Dog Attack – Unable to Rehome (unsuitable)	1
Dogs Total Euthanized	12
Cats processed through Animal Shelter	24
Cats Released to owners	2
Cats Rehomed	0
Cats Released to Organisations to re-home	2
Cats Total Euthanized	20
Total Outgoing Animals from Animal Shelter Facility	66
Penalty Infringement Notices Issued – Companion Animals	10
Penalty Infringement Notices Issued – Livestock	0
Reportable Dog Attacks	26
Dangerous Dog Declarations	1
Notice of Intentions to Declare Dog Dangerous	2
Menacing Dog Declarations	0
Notice of Intentions to Declare Dog Menacing	0
Off-Leash Areas in the Shire	2
OTHER ANIMAL MANAGEMENT ACTIVITIES	168
Community Education Programs as required in the Council Newsletter	-
Community Education & Information as required on the Council Website	-
Total animal registrations	53

Strategies the Council has in place to promote and assist the desexing of dogs and cats	
Council website Armidale Animal Welfare desexing vouchers RSPCA community assistance program – On hold	
Strategies in place for complying with the requirement under s64 of the CA Act to seek alternatives to euthanasia for unclaimed animals	
Rehoming agents contacted before Surrenders taken. Surrenders only transferred to Armidale Shelter if required. Armidale Companion Animal Shelter assess incoming animals & contacts rehoming agents as required.	
Lodgement of pound data collection returns with the Office of Local Government (OLG)	
Entered on OLG Companion Animals Register	
Lodgement of data about dog attacks with the Office of Local Government (OLG)	
Entered on OLG Companion Animals Register	
EXPENSES 2023-24	
Amount of funding spent on companion animal management and activities.	\$176,551.96
Fund money used for managing and controlling companion animals	\$0

Planning Agreements	
Particulars of compliance with and effect of planning agreements in force during the year	Nil
Contributions and Levies	
Disclosure of how development contributions and development levies have been used or expended under each contributions plan	No contributions or development levies have been used.
Details for projects for which contributions or levies have been used:	
Project identification number and description	N/A
The kind of public amenity or public service the project relates	N/A
Amount of monetary contributions or levies used or expended on project	N/A
Percentage of project cost funded by contributions or levies	N/A
Amounts expended that have been temporarily borrowed from money to be expended for another purpose under the same or another contributions plan	N/A
Value of the land and material public benefit other than money or land	N/A
Whether the project is complete	N/A
Total value of all contributions and levies received during the year	\$126,080.93
Total value of all contributions and levies expended during the year	No contributions or development levies have been used.
Recovery and threat abatement plans – Councils identified in a plan as responsible for implementation of measures included in the plan, must report on actions taken to implement those measures as to the state of the environment in its area.	Council has no recovery or threat abatement plans.

Swimming Pool Inspections

Details of inspections of private swimming pools. Include the number of inspections that:	
were of tourist and visitor accommodation	0
were of premises with more than 2 dwellings	0
resulted in issuance of a certificate of compliance under s22D of the <i>Swimming Pools Act 1992</i>	1
resulted in issuance of a certificate of non-compliance under cl 21 of the <i>Swimming Pools Regulation 2018</i>	3

Carers Recognition Act

Carers (Recognition) Act 2010

In alignment with the NSW Carers (Recognition) Act 2010 and the NSW Carers Charter, Council is committed to supporting our employees who are carers. We recognise the invaluable contributions that carers make to our community and understand the importance of balancing work and caregiving responsibilities.

To support our employees who are carers, we offer a range of flexible working arrangements, including but not limited to:

Flexible hours of work and compressed working arrangements.	Employees can adjust their start and finish times to accommodate their caregiving duties. Opportunities for part-time employment are available to help carers manage their responsibilities.
Remote work	Where practicable, employees may be able to work from home to provide the flexibility needed for caregiving.
Job sharing arrangements	Opportunities for employees can share roles to reduce individual workloads and provide more time for caregiving.
Leave provisions	Additional leave options, including carer's leave, are available to support employees during times of increased caregiving demand.

Council is committed to fostering an inclusive and supportive workplace that respects and values the role of carers. Our policies and practices are designed to ensure that carers are not disadvantaged in their employment and can continue to contribute effectively while fulfilling their caregiving responsibilities. Employees are encouraged to speak to Human Resources to discuss individual needs or changes in their circumstances.

Uralla Shire Council Annual Report 2023-2024

NOTES and references - Clause 24 of the Local Government Award 2023, outlines provisions for flexible work arrangements. For identified roles that can be considered for flexible arrangements, our job advertisements include statements such as: Flexible working arrangements will be considered for the successful candidate, including compressed working agreements (9-day fortnight).

Disability Inclusion Act

Disability Inclusion Act 2014

Council adopted its four year Disability Inclusion Action Plan (DIAP) at its Ordinary Meeting held 24 May 2022. The document was uploaded to Council's website and sent to Family and Community Services (FACS) and Local Government NSW (LGNSW) on 29 June 2022.

Staff have increased awareness of inclusive and respectful language, with many well advanced in this area. All new staff are advised of the principles of council's DIAP as part of the induction process.

Council continues to install and update signage in line with the changing needs of the community.

The gender neutral, accessible right and left handed toilets and baby change room facilities at Rotary Park are another huge step forward for Uralla Shire Council in the area of inclusion and accessibility. This facility also has lovely accessible paths and a covered area and barbeque catering to people of all abilities.

Additionally, a wheelchair accessible pathway now extends almost all the way across Uralla.

Public Interest Disclosures (PID)

Public Interest Disclosures Act 2024

Annual Report on Public Interest Disclosures (PID) 1 July 2023 to 30 June 2024.

There were no PID's made in 2023 - 2024.

Number of public officials who made public interest disclosures to Council	0
Number of public interest disclosures received by Council	0
Of the public interest disclosures received by Council, how many were primarily about:	0
• Corrupt conduct	
• Maladministration	0
• Serious and substantial waste	0
• Government information contravention	0
• Local government pecuniary interest contravention	0
Number of public interest disclosures (received by Council since 1 January 2012) that have been finalised in this reporting period	0

Code of Conduct Reporting

Sections 11.1 and 11.2 of Council's procedures for the administration of the Code of Conduct 2020 Policy requires a report be provided to Council and the Office of Local Government (OLG) on the following range of complaints statistics within three months of the end of September each year.

For 2023/2024 there were no Code of Conduct matters reported or investigated

	Annual Reporting Requirement Descriptor	Annual Statistic
Number of Complaints		
1.	The total number of complaints received in the period about Councillors and the General Manager under the code of conduct from the following sources:	
a	Community	0
b	Other Councillors	0
c	General Manager	0
d	Other Council staff	0
2.	The total number of complaints finalised in the period about Councillors and the General Manager under the Code of Conduct in the following periods:	
a	3 Months	0
b	6 Months	0
c	9 Months	0
d	12 Months	0
e	Over 12 months	0
Overview of complaints and costs		
3a	The number of complaints finalised at the outset by alternative means by the General Manager or Mayor	0
b	The number of complaints referred to the Office of Local Government (OLG) under a special complaints management arrangement	0
c	The number of code of conduct complaints referred to a conduct reviewer	0
d	The number of code of conduct complaints finalised at preliminary assessment stage by the conduct reviewer	0
e	The number of code of conduct complaints referred back to the General Manager or Mayor for resolution after preliminary assessment by conduct reviewer	0
f	The number of finalised complaints investigated by a conduct reviewer	0
g	The cost of dealing with complaints via preliminary assessment	0
h	Progressed to full investigation by a conduct reviewer	0
i	The number of finalised complaints investigated where there was found to be no breach	0
j	The number of finalised complaints investigated where there was found to be a breach	0
k	The number of complaints referred by the General Manager or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, Office of Local Government (OLG) or the Police :	
	ICAC	0
	NSW Ombudsman	0
	Police	0
	Other Agency (please specify)	0
l	The number of complaints being investigated that are not yet finalised	0
m	The total cost of dealing with code of conduct complaints within the period made about councillors and the General Manager including staff costs	0

4	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
a	To take no action (clause 6.13(a) of the 2020 Procedures)	0
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2020 Procedures)	0
c	To refer the matter back to the General Manager or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2020 Procedures)	0
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, Office of Local Government (OLG) or the Police (clause 6.13(d) of the 2020 Procedures)	0
e	To investigate the matter (clause 6.13(e) of the 2020 Procedures)	0
f	Other action (please specify)	0
Investigation Statistics		
5	The number of investigated complaints resulting in a determination that there was no breach, in which the following recommendations were made:	
a	That the council revise its policies or procedures	0
b	That a person or persons undertake training or other education (clause 7.40 of the 2020 Procedures)	0
6	The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:	
a	That the council revise any of its policies or procedures (clause 7.39 of the 2020 Procedures)	0
b	In the case of a breach by the General Manager, that action be taken under the General Manager's contract for the breach (clause 7.37(a) of the 2020 Procedures)	0
c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.37(b) of the 2020 Procedures)	0
d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to Office of Local Government (OLG) for further action (clause 7.37(c) of the 2020 Procedures)	0
7	Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2020 Procedures)	0
Categories of misconduct		
8	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
a	General conduct (Part 3)	0
b	Non-pecuniary conflict of interest (Part 5)	0
c	Personal benefit (Part 6)	0
d	Relationship between council officials (Part 7)	0
e	Access to information and resources (Part 8)	0
Outcome of determinations		
9	The number of investigated complaints resulting in a determination that there was a breach in which the council:	
a	Adopted the independent conduct reviewers recommendation	0
b	Failed to adopt the independent conduct reviewers recommendation	0
10	The number of investigated complaints resulting in a determination where:	
a	The external conduct reviewers decision was overturned by the Office of Local Government (OLG)	0
b	Council's response to the external conduct reviewers recommendation was overturned by the Office of Local Government (OLG)	0
11	Code of Conduct data was presented to council on 28 November 2023	

Financial Management

The annual financial statements for the financial year 2023-2024 comprising the General Purpose Financial Statements, Special Purpose Financial Statements, and the Special Schedules are attached to the Annual Report. These statements included comments from Council's Auditors - The Audit Office of NSW.

A condensed overview of Council's financial performance in 2023-2024 and its financial position as of the reporting period are outlined below:

	2023-24 \$000	2022-23 \$000
Income statement		
Total income from continuing operations	33,195	31,413
Total expenses from continuing operations	28,941	27,329
Net operating result from continuing operations	4,254	4,084
Less: Income received for the purpose of capital grants	3,557	5,213
Net operating result excluding grants received for capital purpose	697	-1,129
Statement of financial position		
Total current assets	34,033	30,638
Total non-current assets	305,324	292,974
Total assets	339,357	323,612
Total current liabilities	12,966	14,202
Total non-current liabilities	6,080	6,119
Total liabilities	19,046	20,321
Total equity	320,311	303,291
Other financial information		
	Indicators	Indicators Benchmark
Unrestricted current ratio (times)	2.42	3.57 >1.5X
Operating performance ratio (%)	8.96%	-1.04% >0.00%
Debt service cover ratio (times)	19.48	12.56 >2.0%
Rates and annual charges outstanding ratio (%)	14.83%	12.49% <10.00%
Buildings and Infrastructure renewals ratio (%)	81.27%	87.99% >100%
Own source operating revenue (%)	46.75%	45.69% >60.00%
Cash expense cover ratio (months)	14.76	14.35 >3m

In accordance with Section 420 of the Local Government Act 1993 (NSW), any person may make a submission in writing to Council with respect to the Council's Audited Financial Statements or the Auditor's Reports.

Copies of the Audited Financial Statements and the Auditor's Reports may be inspected at:

Internet: <http://www.uralla.nsw.gov.au/>

Address: 32 Salisbury Street, Uralla, NSW 2358

Submissions close one week after the above public meeting has been held.

Modern Slavery Act 2018

The *Modern Slavery Act 2018 (NSW)* requires each Council to publish in its annual report:

- a statement of the action taken by the council in relation to any issue raised by the Anti-slavery Commissioner during the year concerning the operations of the council and identified by the Commissioner as being a significant issue, and
- a statement of steps taken to ensure that goods and services procured by and for the council during the year were not the product of modern slavery within the meaning of the *Modern Slavery Act 2018 (NSW)*.

NSW local councils are required to take reasonable steps to ensure that the goods and services they procure are not the product of modern slavery.

The Anti-slavery Commissioner did not raise any issues concerning Councils operation during 2023-2024. Council was not required to take any action in this regard.

Throughout 2023-2024 Council has improved its procurement processes to incorporate specific checks and balances to only procure goods and services that are not the product of modern slavery. Procurement templates have been updated acknowledging the change in legislation and taking further due diligence steps so that goods and services procured by and for Council during the year were not the product of modern slavery within the meaning of the *Modern Slavery Act 2018 (NSW)*.

Government Information (Public Access) Act 2009 (GIPA)

Council is required to provide a report on GIPA each year. GIPA report attached in Section 4.

State of the Shire Report 2024

Council's achievements in implementing the Community Strategic Plan over the previous four years is contained in the State of the Shire Report (Annexure D).

Section 4 – Attachments

Annexure A - Financial Statements 2023-2024

Annexure B - GIPA Report 2023-2024

Annexure C - Statement of Business Ethics

Annexure D - State of the Shire Report 2024

Uralla Shire Council Annual Report 2023-2024

Uralla Shire Council

ANNUAL FINANCIAL STATEMENTS
for the year ended 30 June 2024



Uralla Shire Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2024



Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2024

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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

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

General Purpose Financial Statements

for the year ended 30 June 2024

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 2024.

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

General Purpose Financial Statements

for the year ended 30 June 2024

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 24 September 2024.



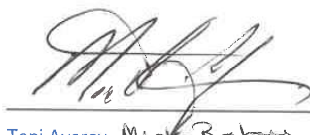
Robert Bell

Mayor

24 September 2024

Tom O'Connor *C.A.***Deputy Mayor**

24 September 2024



Toni Avery

Acting

General Manager

24 September 2024



Mustaq Ahammed

Responsible Accounting Officer

24 September 2024

Uralla Shire Council

Income Statement

for the year ended 30 June 2024

Original unaudited budget 2024	\$ '000	Notes	Actual 2024	Actual 2023
	Income from continuing operations			
7,946	Rates and annual charges	B2-1	8,015	7,523
6,081	User charges and fees	B2-2	5,484	5,542
781	Other revenues	B2-3	724	590
9,263	Grants and contributions provided for operating purposes	B2-4	14,119	11,846
5,753	Grants and contributions provided for capital purposes	B2-4	3,557	5,213
744	Interest and investment income	B2-5	1,296	699
30,568	Total income from continuing operations		33,195	31,413
	Expenses from continuing operations			
11,938	Employee benefits and on-costs	B3-1	12,249	10,772
7,276	Materials and services	B3-2	7,402	8,865
45	Borrowing costs	B3-3	283	218
6,367	Depreciation, amortisation and impairment of non-financial assets	B3-4	6,509	6,057
516	Other expenses	B3-5	595	560
—	Net loss from the disposal of assets	B4-1	1,903	857
26,142	Total expenses from continuing operations		28,941	27,329
4,426	Operating result from continuing operations		4,254	4,084
4,426	Net operating result for the year attributable to Council		4,254	4,084
	Net operating result for the year before grants and contributions provided for capital purposes		697	(1,129)
(1,327)				

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 2024

\$ '000	Notes	2024	2023
Net operating result for the year – from Income Statement		4,254	4,084
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	14,460	24,469
Impairment (loss) reversal / (revaluation decrement) relating to infrastructure, property, plant and equipment	C1-7	(1,694)	–
Total items which will not be reclassified subsequently to the operating result		12,766	24,469
Total other comprehensive income for the year		12,766	24,469
Total comprehensive income for the year attributable to Council		17,020	28,553

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 2024

\$ '000	Notes	2024	2023
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	6,201	3,543
Investments	C1-2	21,250	20,765
Receivables	C1-4	3,439	3,571
Inventories	C1-5	114	324
Contract assets and contract cost assets	C1-6	2,861	2,363
Other	C1-8	168	72
Total current assets		34,033	30,638
Non-current assets			
Infrastructure, property, plant and equipment (IPPE)	C1-7	305,196	292,824
Right of use assets	C2-1	128	150
Total non-current assets		305,324	292,974
Total assets		339,357	323,612
LIABILITIES			
Current liabilities			
Payables	C3-1	6,401	6,674
Contract liabilities	C3-2	3,924	4,768
Lease liabilities	C2-1	20	19
Borrowings	C3-3	169	187
Employee benefit provisions	C3-4	2,452	2,554
Total current liabilities		12,966	14,202
Non-current liabilities			
Lease liabilities	C2-1	122	141
Borrowings	C3-3	1,154	1,320
Employee benefit provisions	C3-4	76	105
Provisions	C3-5	4,728	4,553
Total non-current liabilities		6,080	6,119
Total liabilities		19,046	20,321
Net assets		320,311	303,291
EQUITY			
Accumulated surplus	C4-1	93,441	89,187
IPPE revaluation reserve	C4-1	226,870	214,104
Council equity interest		320,311	303,291
Total equity		320,311	303,291

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 2024

\$ '000	Notes	2024			2023		
		Accumulated surplus	IPPE revaluation reserve	Total equity	Accumulated surplus	IPPE revaluation reserve	Total equity
Opening balance at 1 July		89,187	214,104	303,291	85,103	189,635	274,738
Net operating result for the year		4,254	–	4,254	4,084	–	4,084
Net operating result for the period		4,254	–	4,254	4,084	–	4,084
Other comprehensive income							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	–	14,460	14,460	–	24,469	24,469
– Impairment (loss) reversal relating to IPP&E	C1-7	–	(1,694)	(1,694)	–	–	–
Other comprehensive income		–	12,766	12,766	–	24,469	24,469
Total comprehensive income		4,254	12,766	17,020	4,084	24,469	28,553
Closing balance at 30 June		93,441	226,870	320,311	89,187	214,104	303,291

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 2024

Original unaudited budget 2024	\$ '000	Notes	Actual 2024	Actual 2023
Cash flows from operating activities				
Receipts:				
7,946	Rates and annual charges		7,736	7,354
6,081	User charges and fees		5,505	5,899
744	Interest received		1,006	413
15,016	Grants and contributions		16,408	15,247
—	Bonds, deposits and retentions received		—	31
781	Other		2,555	1,371
Payments:				
(11,938)	Payments to employees		(12,299)	(10,738)
(6,983)	Payments for materials and services		(8,568)	(10,104)
(45)	Borrowing costs		(105)	(82)
—	Bonds, deposits and retentions refunded		(2)	—
(808)	Other		(1,145)	860
10,794	Net cash flows from operating activities	G1-1	11,091	10,251
Cash flows from investing activities				
Receipts:				
—	Sale of investments		20,765	17,591
—	Proceeds from sale of IPPE		325	4
—	Proceeds from retirement home contributions		1,750	1,585
Payments:				
—	Purchase of investments		(21,950)	(20,974)
(10,193)	Payments for IPPE		(8,071)	(5,636)
—	Repayment of retirement home contributions		(1,050)	(1,655)
(10,193)	Net cash flows from investing activities		(8,231)	(9,085)
Cash flows from financing activities				
Receipts:				
1,000	Proceeds from borrowings		—	—
Payments:				
(235)	Repayment of borrowings		(184)	(238)
—	Principal component of lease payments		(18)	(22)
765	Net cash flows from financing activities		(202)	(260)
1,366	Net change in cash and cash equivalents		2,658	906
224	Cash and cash equivalents at beginning of year		3,543	2,637
1,590	Cash and cash equivalents at end of year	C1-1	6,201	3,543
—	plus: Investments on hand at end of year	C1-2	21,250	20,765
1,590	Total cash, cash equivalents and investments		27,451	24,308

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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

A1-1 Basis of preparation (continued)

- 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.

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 2024 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

The following new standard is effective for the first time at 30 June 2024:

- **AASB 2021-2 Amendments to Australian Accounting Standards – Disclosure of Accounting Policies and Definition of Accounting Estimates**

The most significant change introduced by this standard is to remove the requirement to disclose significant accounting policies and instead require disclosure of material accounting policy information.

"Accounting policy information is material if, when considered together with other information included in an entity's financial statements, it can reasonably be expected to influence decisions that the primary users of general purpose financial statements make on the basis of those financial statements."

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

A1-1 Basis of preparation (continued)

In applying the new requirements, Council has after taking into account the various specific facts and circumstances applied professional judgement to ensure it discloses only material accounting policies as opposed to significant accounting policies throughout these financial statements.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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	
	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023
Functions or activities										
Our Society	9,659	9,366	10,196	9,114	(537)	252	5,677	5,214	28,817	29,024
Our Economy	9,034	7,945	10,365	10,762	(1,331)	(2,817)	8,474	7,564	244,547	233,106
Our Environment	6,594	5,129	6,605	5,708	(11)	(579)	1,097	330	55,532	52,046
Our Leadership	7,908	8,973	1,775	1,745	6,133	7,228	2,428	3,951	10,461	9,436
Total functions and activities	33,195	31,413	28,941	27,329	4,254	4,084	17,676	17,059	339,357	323,612

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B2 Sources of income

B2-1 Rates and annual charges

\$ '000	2024	2023
Ordinary rates		
Residential	1,581	1,694
Farmland	2,693	2,425
Business	98	108
Less: pensioner rebates (mandatory)	(85)	(91)
Rates levied to ratepayers	4,287	4,136
Pensioner rate subsidies received	48	48
Total ordinary rates	4,335	4,184
Annual charges (pursuant to s496, 496A, 496B, 501 & 611)		
Domestic waste management services	829	732
Stormwater management services	33	33
Water supply services	655	622
Sewerage services	1,044	903
Waste management services (non-domestic)	86	82
Environmental	1,075	1,009
Less: pensioner rebates (mandatory)	(96)	(92)
Annual charges levied	3,626	3,289
Pensioner annual charges subsidies received:		
– Water	16	15
– Sewerage	14	14
– Domestic waste management	24	21
Total annual charges	3,680	3,339
Total rates and annual charges	8,015	7,523

Council has used 2023 year valuations provided by the NSW Valuer General in calculating its rates.

Material accounting policy information

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.

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 2024

B2-2 User charges and fees

\$ '000	2024	2023
Specific user charges (per s502 - specific 'actual use' charges)		
Water supply services	909	561
Sewerage services	51	49
Waste management services (non-domestic)	239	234
Total specific user charges	1,199	844
Other user charges and fees		
(i) Fees and charges – statutory and regulatory functions (per s608)		
Inspection services	50	59
Private works – section 67	4	23
Regulatory/ statutory fees	1	–
Registration fees	5	6
Section 10.7 certificates (EP&A Act)	19	21
Section 603 certificates	13	15
Town planning	121	124
Total fees and charges – statutory/regulatory	213	248
(ii) Fees and charges – other (incl. general user charges (per s608))		
Aged care	1,143	1,022
Caravan park	135	112
Cemeteries	58	46
Community centres	7	8
Sundry sales	65	48
Swimming centres	22	33
Tourism	3	2
Waste disposal tipping fees	161	121
Water and sewer connection fees	56	24
Kamillaroi aged and disability services – contract service fees	–	1
Scrap metal sales	37	280
Tablelands community support options – client contributions	88	113
Tablelands community support options – contract service fees	2,228	2,615
Tablelands community transport	67	22
Other	2	3
Total fees and charges – other	4,072	4,450
Total other user charges and fees	4,285	4,698
Total user charges and fees	5,484	5,542
Timing of revenue recognition for user charges and fees		
User charges and fees recognised over time (1)	3,239	4,333
User charges and fees recognised at a point in time (2)	2,245	1,209
Total user charges and fees	5,484	5,542

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B2-2 User charges and fees (continued)

Material accounting policy information

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 2024

B2-3 Other revenues

\$ '000	2024	2023
Rental income	112	117
Fines	2	8
Commissions and agency fees	7	8
Diesel rebate	74	86
Insurance claims recoveries	398	119
Recycling income (non-domestic)	28	18
Sales – general	41	26
Donations received	3	8
Other reimbursements	47	132
Other sundry income	7	11
Staff FBT contributions	5	51
Other	–	6
Total other revenue	724	590
Timing of revenue recognition for other revenue		
Other revenue recognised over time (1)	–	–
Other revenue recognised at a point in time (2)	724	590
Total other revenue	724	590

Material accounting policy information 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 2024

B2-4 Grants and contributions

\$ '000	Operating 2024	Operating 2023	Capital 2024	Capital 2023
General purpose grants and non-developer contributions (untied)				
General purpose (untied)				
Current year allocation				
Financial assistance – general component	147	540	–	–
Financial assistance – local roads component	49	284	–	–
Payment in advance - future year allocation				
Financial assistance – general component	1,990	2,163	–	–
Financial assistance – local roads component	1,038	1,166	–	–
Amount recognised as income during current year	3,224	4,153	–	–
Special purpose grants and non-developer contributions (tied)				
Cash contributions				
Transport (other roads and bridges funding)	2,566	2,552	2,383	3,011
Local Government Recovery Grant	1,000	–	–	–
Transport for NSW contributions (regional roads, block grant)	1,178	1,058	15	78
Transport (roads to recovery)	751	149	–	–
Recreation and culture	125	202	612	1,480
Water supplies	549	268	39	114
Sewerage services	–	–	–	(32)
Library	92	74	–	–
Environmental programs	60	–	–	–
Bushfire Local Economic Recovery Fund	–	–	258	312
McMaugh gardens aged care – subsidies	4,028	2,786	–	–
Tablelands community transport – subsidies	438	403	–	–
Other specific grants	28	29	–	–
Total special purpose grants and non-developer contributions – cash	10,815	7,521	3,307	4,963

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B2-4 Grants and contributions (continued)

\$ '000	Operating 2024	Operating 2023	Capital 2024	Capital 2023
Non-cash contributions				
Bushfire services	–	–	250	250
Total other contributions – non-cash	–	–	250	250
Total special purpose grants and non-developer contributions (tied)	10,815	7,521	3,557	5,213
Total grants and non-developer contributions	14,039	11,674	3,557	5,213
Comprising:				
– Commonwealth funding	8,006	7,088	48	1,398
– State funding	6,033	4,586	3,509	3,815
	14,039	11,674	3,557	5,213

Developer contributions

\$ '000	Notes	Operating 2024	Operating 2023	Capital 2024	Capital 2023
Developer contributions: (s7.4 & s7.11 - EP&A Act, s64 of the LGA):	G4				
Cash contributions					
S 7.11 – contributions towards amenities/services		10	46	–	–
S 7.12 – fixed development consent levies		70	126	–	–
Total developer contributions – cash		80	172	–	–
Total developer contributions		80	172	–	–
Total contributions		80	172	–	–
Total grants and contributions		14,119	11,846	3,557	5,213
Timing of revenue recognition for grants and contributions					
Grants and contributions recognised over time (1)		5,672	4,274	627	1,555
Grants and contributions recognised at a point in time (2)		8,447	7,572	2,930	3,658
Total grants and contributions		14,119	11,846	3,557	5,213

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 2024	Operating 2023	Capital 2024	Capital 2023
Unspent grants and contributions				
Unspent funds at 1 July	760	2,808	3,472	3,089
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	4,131	760	624	–
Add: Funds received and not recognised as revenue in the current year	11	–	–	1,793
Less: Funds recognised as revenue in previous years that have been spent during the reporting year	(760)	(862)	(60)	(431)
Less: Funds received in prior year but revenue recognised and funds spent in current year	–	(1,946)	(2,264)	(979)
Unspent funds at 30 June	4,142	760	1,772	3,472
Contributions				
Unspent funds at 1 July	1,115	909	–	–
Add: contributions recognised as revenue in the reporting year but not yet spent in accordance with the conditions	138	206	–	–
Less: contributions recognised as revenue in previous years that have been spent during the reporting year	–	–	–	–
Unspent contributions at 30 June	1,253	1,115	–	–

Material accounting policy information

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 2024

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	2024	2023
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	109	56
– Cash and investments	1,187	643
Total interest and investment income (losses)	1,296	699

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B3 Costs of providing services**B3-1 Employee benefits and on-costs**

\$ '000	2024	2023
Salaries and wages	9,474	8,384
Employee leave entitlements (ELE)	1,729	1,831
Superannuation – defined contribution plans	1,119	974
Superannuation – defined benefit plans	33	29
Workers' compensation insurance	591	563
Fringe benefit tax (FBT)	5	13
Training costs (other than salaries and wages)	144	111
Travel expenses	18	24
Other	3	4
Total employee costs	13,116	11,933
Less: capitalised costs	(867)	(1,161)
Total employee costs expensed	12,249	10,772
Number of 'full-time equivalent' employees (FTE) at year end	124	126
Number of 'full-time equivalent' employees (FTE) at year end (incl. vacancies)	139	139

Material accounting policy information

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 2024

B3-2 Materials and services

\$ '000	Notes	2024	2023
Raw materials and consumables		4,488	4,897
Contractor costs		8,718	6,733
Audit Fees	F2-1	128	87
Councillor and Mayoral fees and associated expenses	F1-2	133	129
Advertising		7	6
Bank charges		31	31
Computer software charges		16	13
Election expenses		–	4
Electricity and heating		268	255
Insurance		414	386
Postage		29	29
Printing and stationery		33	38
Street lighting		35	41
Subscriptions and publications		55	115
Telephone and communications		106	71
Internet and other communication		5	6
Licences		82	103
Motor vehicle registration fees		74	56
Other fees and charges		–	1
Other expenses		10	3
Volunteer reimbursements		2	2
Legal expenses:			
– Legal expenses: other		27	8
Expenses from short-term leases		26	6
Total materials and services		14,687	13,020
Less: capitalised costs		(7,285)	(4,155)
Total materials and services		7,402	8,865

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B3-3 Borrowing costs

\$ '000	Notes	2024	2023
(i) Interest bearing liability costs			
Interest on leases		5	6
Interest on loans		98	80
Total interest bearing liability costs		103	86
Total interest bearing liability costs expensed		103	86
(ii) Other borrowing costs			
Amortisation of discounts			
– Remediation liabilities	C3-5	180	132
Total other borrowing costs		180	132
Total borrowing costs expensed		283	218

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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

\$ '000	Notes	2024	2023
Depreciation and amortisation			
Plant and equipment		875	925
Office equipment		30	23
Furniture and fittings		35	38
Infrastructure:	C1-7		
– Buildings – non-specialised		539	732
– Other structures		250	259
– Sealed roads structure		1,774	1,654
– Unsealed roads		836	679
– Bridges		486	444
– Footpaths		53	50
– Stormwater drainage		56	49
– Water supply network		580	443
– Sewerage network		444	385
Right of use assets	C2-1	22	27
Other assets:			
– Other		2	2
Reinstatement, rehabilitation and restoration assets:			
– Tip assets	C1-7	527	347
Total gross depreciation and amortisation costs		6,509	6,057
Total depreciation and amortisation costs		6,509	6,057
Impairment / revaluation decrement of IPPE			
Infrastructure:	C1-7		
– Sealed roads structure		1,577	–
– Unsealed roads		117	–
Total gross IPPE impairment / revaluation decrement costs		1,694	–
Amounts taken through revaluation reserve	C1-7	(1,694)	–
Total IPPE impairment / revaluation decrement costs charged to Income Statement		–	–
Total depreciation, amortisation and impairment for non-financial assets		6,509	6,057

Material accounting policy information

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.

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Notes to the Financial Statements

for the year ended 30 June 2024

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

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B3-5 Other expenses

\$ '000	Notes	2024	2023
Impairment of receivables			
Other		57	—
Total impairment of receivables	C1-4	57	—
Other			
Donations, contributions and assistance to other organisations (Section 356)		538	560
Total other expenses		595	560

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B4 Gains or losses

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

\$ '000	Notes	2024	2023
Gain (or loss) on disposal of property (excl. investment property)			
Less: carrying amount of property assets sold/written off		(361)	—
Gain (or loss) on disposal		(361)	—
Gain (or loss) on disposal of plant and equipment	C1-7		
Proceeds from disposal – plant and equipment		325	4
Less: carrying amount of plant and equipment assets sold/written off		(316)	(33)
Gain (or loss) on disposal		9	(29)
Gain (or loss) on disposal of infrastructure	C1-7		
Less: carrying amount of infrastructure assets sold/written off		(1,551)	(828)
Gain (or loss) on disposal		(1,551)	(828)
Gain (or loss) on disposal of investments	C1-2		
Proceeds from disposal/redemptions/maturities – investments		20,765	17,591
Less: carrying amount of investments sold/redeemed/matured		(20,765)	(17,591)
Gain (or loss) on disposal		—	—
Net gain (or loss) from disposal of assets		(1,903)	(857)

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B5 Performance against budget

B5-1 Material budget variations

Council's original budget was adopted by the Council on 29 June 2023 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	2024 Budget	2024 Actual	2024 ----- Variance -----	
Revenues				
Rates and annual charges	7,946	8,015	69	1% F
User charges and fees	6,081	5,484	(597)	(10)% U
Fees are less than budgeted mainly due to the following reasons:				
<ul style="list-style-type: none"> The variance can be significantly attributed to TCS operations. The shortfall in this area is \$759k due to not being able to provide enough services as estimated in the original Budget for CHSP and Home Care Packages. The "Private Works." Revenue in the original budget was set an unrealistic target of \$110k, which was later reduced to \$5k through QBRS. 				
Other revenues	781	724	(57)	(7)% U
Operating grants and contributions	9,263	14,119	4,856	52% F
Significant amount of unexpected road repair and other operating grants received in 2024.				
Capital grants and contributions	5,753	3,557	(2,196)	(38)% U
Delay of capital projects due to shortage of personnel and focusing on urgent operating works				
Interest and investment revenue	744	1,296	552	74% F
Due to higher interest rates than expected as well as the increase in cash balance in the hand				
Expenses				
Employee benefits and on-costs	11,938	12,249	(311)	(3)% U
Materials and services	7,276	7,402	(126)	(2)% U
Borrowing costs	45	283	(238)	(529)% U
Effect of unwinding of discounting of remediation provision.				
Depreciation, amortisation and impairment of non-financial assets	6,367	6,509	(142)	(2)% U
Other expenses	516	595	(79)	(15)% U
Due to:				
<ul style="list-style-type: none"> Correction of previous years' incorrect invoices \$57,000 which was not estimated in the original budget. 				

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

B5-1 Material budget variations (continued)

\$ '000	2024 Budget	2024 Actual	2024 ----- Variance -----	
<ul style="list-style-type: none"> Contribution to Rural Fire Service has unexpectedly increased by \$44k (the budget was \$148k but actuals invoice received for \$192k). 				
Net losses from disposal of assets	–	1,903	(1,903)	∞ U
This is a non-cash effect of write off of non-depreciated components of replaced assets. Hard to budget.				

Statement of cash flows

Cash flows from operating activities	10,794	11,091	297	3%	F
In line with increase in operating grants. Unexpected inflow of emergency roads repair grants and other operating grants.					
Cash flows from investing activities	(10,193)	(8,231)	1,962	(19)%	F
Cash flows from financing activities	765	(202)	(967)	(126)%	U
Management decided not to proceed with the loan in 2024 due to change in strategy.					

Uralla Shire Council

Notes to the Financial Statements
for the year ended 30 June 2024

C Financial position

C1 Assets we manage

C1-1 Cash and cash equivalents

\$ '000	2024	2023
Cash assets		
Cash on hand and at bank	3,109	84
Cash equivalent assets		
– Deposits at call	3,092	3,459
Total cash and cash equivalents	6,201	3,543
Reconciliation of cash and cash equivalents		
Total cash and cash equivalents per Statement of Financial Position	6,201	3,543
Balance as per the Statement of Cash Flows	6,201	3,543

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-2 Financial investments

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Debt securities at amortised cost				
Term deposits	21,250	—	20,765	—
Total	21,250	—	20,765	—
Total financial investments	21,250	—	20,765	—
Total cash assets, cash equivalents and investments	27,451	—	24,308	—

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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

\$ '000	2024	2023
(a) Externally restricted cash, cash equivalents and investments		
Total cash, cash equivalents and investments	27,451	24,308
Less: Externally restricted cash, cash equivalents and investments	(20,162)	(17,876)
Cash, cash equivalents and investments not subject to external restrictions	7,289	6,432
External restrictions		
External restrictions – included in liabilities		
External restrictions included in cash, cash equivalents and investments above comprise:		
Specific purpose unexpended grants – general fund	1,160	1,770
Specific purpose unexpended grants – water fund	–	23
TCT and TCS payables	472	1,447
TCS and TCT contract liabilities	2,765	2,975
Specific purpose unexpended loans – general	487	487
McMaugh gardens resident bonds	4,025	3,325
Trusts and deposits	31	31
External restrictions – included in liabilities	8,940	10,058
External restrictions – other		
External restrictions included in cash, cash equivalents and investments above comprise:		
Developer contributions – general	1,252	1,115
Specific purpose unexpended grants (recognised as revenue) – general fund	4,680	2,439
Specific purpose unexpended grants (recognised as revenue) – water fund	74	–
Water fund	2,776	2,336
Sewer fund	2,121	1,616
Stormwater management	319	312
External restrictions – other	11,222	7,818
Total external restrictions	20,162	17,876

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 2024

C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

\$ '000	2024	2023
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(b) Internal allocations

Cash, cash equivalents and investments not subject to external restrictions

7,289	6,432
-------	-------

Less: Internally restricted cash, cash equivalents and investments

(5,409)	(5,632)
---------	---------

Unrestricted and unallocated cash, cash equivalents and investments

1,880	800
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Internal allocations

At 30 June, Council has internally allocated funds to the following:

Plant and vehicle replacement	1	210
Employees leave entitlement	1,071	800
FAGS received in advance	3,027	3,328
Tip Remediation	1,265	1,265
Waste management consultancy	8	8
Strategic development	20	20
InfoCouncil implementation	–	1
Donations for TCT Routematch License	17	–
Total internal allocations	5,409	5,632

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

\$ '000	2024	2023
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(c) Unrestricted and unallocated

Unrestricted and unallocated cash, cash equivalents and investments	1,880	800
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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-4 Receivables

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Rates and annual charges	1,271	–	989	–
Interest and extra charges	90	–	63	–
User charges and fees	627	–	510	–
Private works	5	–	7	–
Accrued revenues				
– Interest on investments	587	–	324	–
– Other income accruals	132	–	253	–
Government grants and subsidies	472	–	796	–
Net GST receivable	135	–	369	–
Resident contributions	122	–	117	–
Other debtors	71	–	207	–
Total	3,512	–	3,635	–
Less: provision for impairment				
Other debtors	(73)	–	(64)	–
Total provision for impairment – receivables	(73)	–	(64)	–
Total net receivables	3,439	–	3,571	–

\$ '000	2024	2023
Movement in provision for impairment of receivables		
Balance at the beginning of the year	64	64
+ new provisions recognised during the year	9	–
Balance at the end of the year	73	64

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-4 Receivables (continued)

Material accounting policy information

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	2024 Current	2024 Non-current	2023 Current	2023 Non-current
(i) Inventories at cost				
Stores and materials	114	—	324	—
Total inventories at cost	114	—	324	—
Total inventories	114	—	324	—

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-6 Contract assets and Contract cost assets

\$ '000	2024 Current	2023 Current
Contract assets	2,861	2,363
Total contract assets and contract cost assets	2,861	2,363

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-7 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2023			Asset movements during the reporting period									At 30 June 2024		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	Impairment loss / revaluation decrements (recognised in equity)	WIP transfers	Adjustments and transfers	RFS contribution (from Note B2-4)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000															
Capital work in progress	3,372	–	3,372	2,300	677	(685)	–	–	(2,857)	–	–	–	2,807	–	2,807
Plant and equipment	11,681	(5,224)	6,457	–	1,160	(316)	(875)	–	–	–	250	–	12,273	(5,596)	6,677
Office equipment	848	(753)	95	–	–	–	(30)	–	–	–	–	–	848	(783)	65
Furniture and fittings	1,125	(915)	210	–	–	–	(35)	–	–	–	–	–	1,123	(950)	173
Land:															
– Operational land	3,493	–	3,493	–	–	–	–	–	–	–	–	14	3,507	–	3,507
– Community land	4,467	–	4,467	–	–	–	–	–	–	–	–	18	4,485	–	4,485
Land improvements – non-depreciable	–	–	–	–	–	–	–	–	132	–	–	–	132	–	132
Infrastructure:															
– Buildings – non-specialised	34,282	(14,252)	20,030	404	–	(361)	(539)	–	634	–	–	1,354	36,737	(15,215)	21,522
– Other structures	6,406	(2,893)	3,513	741	688	–	(250)	–	665	–	–	106	8,709	(3,247)	5,462
– Sealed roads structure	140,503	(41,057)	99,446	1,918	66	(816)	(1,773)	(1,577)	1,223	150	–	5,249	149,701	(45,815)	103,886
– Unsealed roads	19,954	(15,405)	4,549	49	–	(35)	(835)	(117)	129	(150)	–	191	20,907	(17,127)	3,780
– Bridges	48,450	(17,572)	30,878	–	–	–	(486)	–	–	–	–	1,631	51,050	(19,027)	32,023
– Footpaths	2,442	(641)	1,801	–	–	–	(53)	–	–	–	–	94	2,573	(731)	1,842
– Bulk earthworks (non-depreciable)	73,965	–	73,965	–	–	–	–	–	–	–	–	3,969	77,934	–	77,934
– Stormwater drainage	4,892	(1,235)	3,657	–	–	–	(56)	–	–	–	–	183	5,140	(1,356)	3,784
– Water supply network	36,468	(21,639)	14,829	24	47	(11)	(580)	–	23	–	–	722	38,387	(23,333)	15,054
– Sewerage network	25,808	(7,046)	18,762	2	1	(4)	(444)	–	51	–	–	929	27,162	(7,865)	19,297
– Swimming pools	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
– Other open space/recreational assets	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other assets:															
– Heritage collections	90	–	90	–	–	–	–	–	–	–	–	–	90	–	90
– Other	75	(28)	47	–	–	–	(2)	–	–	–	–	–	75	(30)	45
Reinstatement, rehabilitation and restoration assets (refer Note C3-5):															
– Tip assets	4,191	(1,028)	3,163	–	–	–	(527)	–	–	(5)	–	–	4,186	(1,555)	2,631
Total infrastructure, property, plant and equipment	422,512	(129,688)	292,824	5,438	2,639	(2,228)	(6,485)	(1,694)	–	(5)	250	14,460	447,826	(142,630)	305,196

(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 2024

C1-7 Infrastructure, property, plant and equipment (continued)

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	RFS contribution (from Note B2-4)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000														
Capital work in progress	3,232	—	3,232	2,285	424	—	—	(2,324)	(245)	—	—	3,372	—	3,372
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	2,508	(1,168)	1,340	—	—	—	(259)	—	2,249	—	170	6,406	(2,893)	3,513
– 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	30,984	(17,556)	13,428	—	—	—	(443)	—	—	—	1,844	36,468	(21,639)	14,829
– Sewerage network	22,750	(6,947)	15,803	—	—	—	(385)	—	—	—	3,344	25,808	(7,046)	18,762
– Sealed roads structure	131,181	(38,019)	93,162	1,743	37	(670)	(1,654)	1,428	—	—	5,398	140,503	(41,057)	99,446
– Swimming pools	896	(697)	199	—	—	—	—	—	(199)	—	—	—	—	—
– Unsealed roads	18,807	(14,146)	4,661	271	—	(90)	(679)	151	—	—	235	19,954	(15,405)	4,549
– Other open space/recreational assets	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 11):														
– Tip assets	3,457	(681)	2,776	—	—	—	(347)	—	731	—	—	4,191	(1,028)	3,163
Total infrastructure, property, plant and equipment	388,970	(120,341)	268,629	4,565	1,305	(861)	(6,030)	—	486	250	24,469	422,512	(129,688)	292,824

(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 2024

C1-7 Infrastructure, property, plant and equipment (continued)

Material accounting policy information

Initial recognition of infrastructure, property, plant and equipment (IPPE)

IPPE is measured initially at cost. Cost includes the fair value of the consideration given to acquire the asset (net of discounts and rebates) and any directly attributable cost of bringing the asset to working condition for its intended use (inclusive of import duties and taxes).

Revaluation model

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.

Useful lives of IPPE

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	8 to 252
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	80 to 133	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		
Sewer Mains	70 to 100		
Transportation assets		Other infrastructure assets	
Sealed roads: surface	15 to 20	Bulk earthworks	Infinite
Sealed roads: structure	60 to 100	Swimming pools	50
Unsealed roads	20 to 30	Other open space/recreational assets	20
Bridge: concrete	100	Other infrastructure	20

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C1-7 Infrastructure, property, plant and equipment (continued)

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.

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	2024	2024	2023	2023
	Current	Non-current	Current	Non-current
Prepayments	168	—	72	—
Total other assets	168	—	72	—

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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
2024			
Opening balance at 1 July	32	118	150
Depreciation charge	(11)	(11)	(22)
Balance at 30 June	21	107	128
2023			
Opening balance at 1 July	48	130	178
Depreciation charge	(16)	(11)	(27)
Balance at 30 June	32	118	150

(b) Lease liabilities

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Lease liabilities	20	122	19	141
Total lease liabilities	20	122	19	141

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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
2024					
Cash flows	24	58	98	180	142
2023					
Cash flows	24	77	104	205	160

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Total lease liabilities relating to unrestricted assets	20	122	19	141
Total lease liabilities	20	122	19	141

(d) Income Statement

The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown below:

\$ '000	2024	2023
Interest on lease liabilities	5	6
Amortisation of right of use assets	22	27
Expenses relating to short-term leases	26	6
	53	39

(e) Statement of Cash Flows

Total cash outflow for leases	24	29
	24	29

Material accounting policy information

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.

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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C2-1 Council as a lessee (continued)

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 2024

C3 Liabilities of Council

C3-1 Payables

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Goods and services – operating expenditure	194	–	100	–
Accrued expenses:				
– Borrowings	10	–	12	–
– Salaries and wages	521	–	381	–
– Other expenditure accruals	1,436	–	2,641	–
Security bonds, deposits and retentions	31	–	33	–
Retirement home contributions	4,025	–	3,325	–
Prepaid rates	181	–	178	–
Other	3	–	–	–
TCS HCP liability	–	–	4	–
Total payables	6,401	–	6,674	–

Current payables not anticipated to be settled within the next twelve months

\$ '000	2024	2023
The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Retirement home contributions	2,556	2,019
Total payables	2,556	2,019

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 2024

C3-2 Contract Liabilities

\$ '000	Notes	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Grants and contributions received in advance:					
Unexpended operating grants (received prior to performance obligation being satisfied) ⁱ	(i)	2,775	—	2,975	—
Unexpended capital grants (received prior to performance obligation being satisfied) ⁱⁱ	(ii)	1,149	—	1,793	—
Total grants received in advance		3,924	—	4,768	—
Total contract liabilities		3,924	—	4,768	—

(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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C3-3 Borrowings

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Loans – secured ¹	169	1,154	187	1,320
Total borrowings	169	1,154	187	1,320

(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	2023		Non-cash movements				2024
	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	Closing balance
Loans – secured	1,507	(184)	–	–	–	–	1,323
Lease liability (Note C2-1b)	160	(18)	–	–	–	–	142
Total liabilities from financing activities	1,667	(202)	–	–	–	–	1,465

\$ '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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C3-3 Borrowings (continued)

(b) Financing arrangements

\$ '000	2024	2023
Total facilities		
Total financing facilities available to Council at the reporting date are:		
Bank overdraft facilities ¹	100	100
Credit cards/purchase cards	35	35
Master lease facilities	150	150
Total financing arrangements	285	285
Drawn facilities		
Financing facilities drawn down at the reporting date are:		
– Credit cards/purchase cards	9	8
Total drawn financing arrangements	9	8
Undrawn facilities		
Undrawn financing facilities available to Council at the reporting date are:		
– Bank overdraft facilities	100	100
– Credit cards/purchase cards	26	27
– Lease facilities	150	150
Total undrawn financing arrangements	276	277

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

C3-4 Employee benefit provisions

\$ '000	2024 Current	2024 Non-current	2023 Current	2023 Non-current
Annual leave	770	–	740	–
Sick leave	50	–	51	–
Long service leave	1,632	76	1,763	105
Total employee benefit provisions	2,452	76	2,554	105

Current employee benefit provisions not anticipated to be settled within the next twelve months

\$ '000	2024	2023
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	1,301	1,377
	1,301	1,377

Material accounting policy information

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 2024

C3-5 Provisions

\$ '000	2024 Current	2024 Non-Current	2023 Current	2023 Non-Current
Asset remediation/restoration:				
Asset remediation/restoration (future works)	–	4,728	–	4,553
Sub-total – asset remediation/restoration	–	4,728	–	4,553
Total provisions	–	4,728	–	4,553

Description of and movements in provisions

\$ '000	Other provisions	
	Asset remediation	Total
2024		
At beginning of year	4,553	4,553
Unwinding of discount	180	180
Remeasurement effects	(5)	(5)
Total other provisions at end of year	4,728	4,728
2023		
At beginning of year	3,690	3,690
Unwinding of discount	132	132
Remeasurement effects	731	731
Total other provisions at end of year	4,553	4,553

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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.

Material accounting policy information

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.

The 30 June 2023 tip future remediation cost estimates were based on a range of options provided by an independent consultant. Council decided to follow a conservative approach by adopting the most expensive option of future remediation works until a master plan is finalised.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 2024

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 2024	Water 2024	Sewer 2024
Income from continuing operations			
Rates and annual charges	6,366	628	1,021
User charges and fees	4,473	937	74
Interest and investment revenue	1,003	168	125
Other revenues	724	—	—
Grants and contributions provided for operating purposes	13,542	565	12
Grants and contributions provided for capital purposes	3,518	39	—
Total income from continuing operations	29,626	2,337	1,232
Expenses from continuing operations			
Employee benefits and on-costs	11,580	459	210
Materials and services	6,158	754	490
Borrowing costs	283	—	—
Depreciation, amortisation and impairment of non-financial assets	5,439	604	466
Other expenses	595	—	—
Net losses from the disposal of assets	1,867	—	36
Total expenses from continuing operations	25,922	1,817	1,202
Operating result from continuing operations	3,704	520	30
Net operating result for the year	3,704	520	30
Net operating result attributable to each council fund	3,704	520	30
Net operating result for the year before grants and contributions provided for capital purposes	186	481	30

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

D1-2 Statement of Financial Position by fund

\$ '000	General 2024	Water 2024	Sewer 2024
ASSETS			
Current assets			
Cash and cash equivalents	6,072	129	–
Investments	16,408	2,721	2,121
Receivables	2,530	696	213
Inventories	114	–	–
Contract assets and contract cost assets	2,439	422	–
Other	168	–	–
Total current assets	27,731	3,968	2,334
Non-current assets			
Infrastructure, property, plant and equipment	267,328	17,133	20,735
Right of use assets	128	–	–
Total non-current assets	267,456	17,133	20,735
Total assets	295,187	21,101	23,069
LIABILITIES			
Current liabilities			
Payables	6,401	–	–
Contract liabilities	3,924	–	–
Lease liabilities	20	–	–
Borrowings	169	–	–
Employee benefit provision	2,452	–	–
Total current liabilities	12,966	–	–
Non-current liabilities			
Lease liabilities	122	–	–
Borrowings	1,154	–	–
Employee benefit provision	76	–	–
Provisions	4,728	–	–
Total non-current liabilities	6,080	–	–
Total liabilities	19,046	–	–
Net assets	276,141	21,101	23,069
EQUITY			
Accumulated surplus	73,584	7,865	11,992
Revaluation reserves	202,557	13,236	11,077
Council equity interest	276,141	21,101	23,069
Total equity	276,141	21,101	23,069

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 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.

Council notes there is significant uncertainty in the ongoing operation of the New England Weeds Authority. The organisation is currently under administration. Uralla Shire Council is currently awaiting advice on the future direction and format of NEWA's function and any liabilities that exist.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 its staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

The risks associated with the investments held are:

- **Price risk** – the risk that the capital value of Investments may fluctuate due to changes in market prices, whether these 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	2024	2023
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.		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	261	226

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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	overdue rates and annual charges		Total
		< 5 years	≥ 5 years	
2024				
Gross carrying amount	705	566	–	1,271
2023				
Gross carrying amount	605	384	–	989

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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	
2024						
Gross carrying amount	4,381	19	634	5	63	5,102
Expected loss rate (%)	0.00%	10.00%	4.26%	50.00%	70.00%	1.48%
ECL provision	—	2	27	3	41	73
2023						
Gross carrying amount	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

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Notes to the Financial Statements

for the year ended 30 June 2024

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	≤ 1 Year	payable in: 1 - 5 Years	> 5 Years	Total cash outflows	Actual carrying values
2024							
Payables	0.00%	31	6,370	–	–	6,401	6,401
Borrowings	7.97%	–	169	1,154	–	1,323	1,323
Total financial liabilities		31	6,539	1,154	–	7,724	7,724
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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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).

Fair value measurement hierarchy									
\$ '000	Notes	Date of latest valuation		Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2024	2023	2024	2023	2024	2023	2024	2023
Recurring fair value measurements									
Infrastructure, property, plant and equipment	C1-7								
Plant and equipment		30/06/19	30/06/19	–	–	6,677	6,457	6,677	6,457
Office equipment		30/06/19	30/06/19	–	–	65	95	65	95
Furniture and fittings		30/06/19	30/06/19	–	–	173	210	173	210
Operational land		30/06/23	30/06/23	3,507	3,493	–	–	3,507	3,493
Community land		30/06/21	30/06/21	–	–	4,485	4,467	4,485	4,467
Land improvements – non-depreciable				–	–	132	–	132	–
Buildings – non-specialised		30/06/23	30/06/23	–	–	21,522	20,030	21,522	20,030
Other structures		30/06/21	30/06/21	–	–	5,462	3,513	5,462	3,513
Sealed road structure		30/06/20	30/06/20	–	–	103,886	99,446	103,886	99,446
Unsealed roads		30/06/20	30/06/20	–	–	3,780	4,549	3,780	4,549
Bridges		30/06/20	30/06/20	–	–	32,023	30,878	32,023	30,878
Footpaths		30/06/20	30/06/20	–	–	1,842	1,801	1,842	1,801
Bulk earthworks		30/06/20	30/06/20	–	–	77,934	73,965	77,934	73,965
Stormwater drainage		30/06/20	30/06/20	–	–	3,784	3,657	3,784	3,657
Water supply network		01/07/22	01/07/22	–	–	15,054	14,829	15,054	14,829
Sewerage network		01/07/22	01/07/22	–	–	19,297	18,762	19,297	18,762
Heritage collection		30/06/14	30/06/14	–	–	90	90	90	90
Other assets		30/06/21	30/06/21	–	–	45	47	45	47
Total infrastructure, property, plant and equipment				3,507	3,493	296,251	282,796	299,758	286,289

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:

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

Infrastructure, property, plant and equipment (IPPE)

Councils Plant & Equipment, Furniture and Fittings incorporates:

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 'Market Approach' (observable input level 2) 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 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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

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.

Infrastructure- Footpaths

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

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
Remaining useful life

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

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.

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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

E2-1 Fair value measurement (continued)

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.

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 2024

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 8.5% of salaries for the year ending 30 June 2024 (increasing to 9.0% in line with the increase in the Superannuation Guarantee) to these members' accumulation accounts, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions OF \$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 2023. 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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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 2024 was \$55,975.39. The last valuation of the Scheme was performed by fund actuary, Richard Boyfield, FIAA as at 30 June 2023.

The amount of additional contributions included in the total employer contribution advised above is \$20,190.98. Council's expected contribution to the plan for the next annual reporting period is \$43,926.62.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2022 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,237.5	
Past Service Liabilities	2,141.9	104.5%
Vested Benefits	2,159.8	103.6%

* 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 0.20%

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	3.5% for FY 23/24 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 2024.

(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 2024

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 2024

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	2024	2023
Compensation:		
Short-term benefits	826	1,027
Post-employment benefits	88	95
Total	914	1,122

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 2024

F1-2 Councillor and Mayoral fees and associated expenses

\$ '000	2024	2023
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	22	21
Councillors' fees	108	105
Other Councillors' expenses (including Mayor)	3	3
Total	133	129

F2 Other relationships

F2-1 Audit fees

\$ '000	2024	2023
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	106	83
Remuneration for audit and other assurance services	106	83
Total Auditor-General remuneration	106	83
Non NSW Auditor-General audit firms		
(i) Audit and other assurance services		
Other audit and assurance services	22	4
Remuneration for audit and other assurance services	22	4
Total remuneration of non NSW Auditor-General audit firms	22	4
Total audit fees	128	87

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

G Other matters

G1-1 Statement of Cash Flows information

Reconciliation of Operating Result

\$ '000	2024	2023
Net operating result from Income Statement	4,254	4,084
Add / (less) non-cash items:		
Depreciation and amortisation	6,509	6,057
(Gain) / loss on disposal of assets	1,903	857
Non-cash capital grants and contributions	(250)	(250)
Unwinding of discount rates on reinstatement provisions	180	132
Movements in operating assets and liabilities and other cash items:		
(Increase) / decrease of receivables	123	(18)
Increase / (decrease) in provision for impairment of receivables	9	–
(Increase) / decrease of inventories	210	2
(Increase) / decrease of other current assets	(96)	22
(Increase) / decrease of contract asset	(498)	(1,392)
Increase / (decrease) in payables	94	16
Increase / (decrease) in accrued interest payable	(2)	4
Increase / (decrease) in other accrued expenses payable	(1,065)	1,011
Increase / (decrease) in other liabilities	700	519
Increase / (decrease) in contract liabilities	(844)	(815)
Increase / (decrease) in employee benefit provision	(131)	22
Increase / (decrease) in other provisions	(5)	–
Net cash flows from operating activities	11,091	10,251

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

G2-1 Commitments

Capital commitments (exclusive of GST)

\$ '000	2024	2023
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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	313	72
Plant and equipment	505	1,130
Road infrastructure	1,060	1,083
McMaugh Gardens works	—	16
Other	280	295
Total commitments	2,158	2,596

These expenditures are payable as follows:

Within the next year	2,158	2,596
Total payable	2,158	2,596

Sources for funding of capital commitments:

Unrestricted general funds	219	205
Future grants and contributions	1,434	1,261
Internally restricted reserves	505	1,130
Total sources of funding	2,158	2,596

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 2024

G4 Statement of developer contributions

G4-1 Summary of developer contributions

\$ '000	Opening balance at 1 July 2023	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2024	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
Roads	753	10	-	-	38	-	-	801	-
Traffic facilities	21	-	-	-	1	-	-	22	-
Community facilities	87	-	-	-	4	-	-	91	-
Other	64	-	-	-	2	-	-	66	-
S7.11 contributions – under a plan	925	10	-	-	45	-	-	980	-
S7.12 levies – under a plan	190	70	-	-	12	-	-	272	-
Total S7.11 and S7.12 revenue under plans	1,115	80	-	-	57	-	-	1,252	-
Total contributions	1,115	80	-	-	57	-	-	1,252	-

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 2024

G4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2023	Contributions received during the year		Non-cash Other	Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2024	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land						
CONTRIBUTION PLAN – RURAL INVERGOWRIE									
Roads	100	-	-	-	5	-	-	105	-
Traffic facilities	21	-	-	-	1	-	-	22	-
Community facilities	87	-	-	-	4	-	-	91	-
Other	59	-	-	-	1	-	-	60	-
Total	267	-	-	-	11	-	-	278	-
CONTRIBUTION PLAN – RURAL									
Other	5	-	-	-	1	-	-	6	-
Total	5	-	-	-	1	-	-	6	-
CONTRIBUTION PLAN – DCP ROAD MAINTENANCE ROYALTIES									
Roads	653	10	-	-	33	-	-	696	-
Total	653	10	-	-	33	-	-	696	-
S7.12 Levies – under a plan									
S7.12 LEVIES - UNDER A PLAN									
Other	190	70	-	-	12	-	-	272	-
Total	190	70	-	-	12	-	-	272	-

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

G5 Statement of performance measures

G5-1 Statement of performance measures – consolidated results

\$ '000	Amounts 2024	Indicator 2024	Indicators 2023 2022		Benchmark
1. Operating performance ratio					
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	2,657	8.96%	(1.04)%	(2.17)%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹	29,638				
2. Own source operating revenue ratio					
Total continuing operating revenue excluding all grants and contributions ¹	15,519	46.75%	45.69%	57.52%	> 60.00%
Total continuing operating revenue ¹	33,195				
3. Unrestricted current ratio					
Current assets less all external restrictions	12,540	2.42x	3.57x	3.45x	> 1.50x
Current liabilities less specific purpose liabilities	5,184				
4. Debt service cover ratio					
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	9,449	19.48x	12.56x	13.46x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	485				
5. Rates and annual charges outstanding percentage					
Rates and annual charges outstanding	1,361	14.83%	12.49%	10.54%	< 10.00%
Rates and annual charges collectable	9,176				
6. Cash expense cover ratio					
Current year's cash and cash equivalents plus all term deposits	27,451	14.76 months	14.35 months	12.90 months	> 3.00 months
Monthly payments from cash flow of operating and financing activities	1,860				

(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 2024

G5-2 Statement of performance measures by fund

\$ '000	General Indicators ³		Water Indicators		Sewer Indicators		Benchmark
	2024	2023	2024	2023	2024	2023	
1. Operating performance ratio ^{3,*}							
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	8.22%	0.85%	20.93%	(41.03)%	2.44%	4.26%	> 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	42.42%	42.03%	74.15%	76.83%	99.03%	101.84%	> 60.00%
Total continuing operating revenue ¹							
3. Unrestricted current ratio							
Current assets less all external restrictions	2.42x	2.06x	∞	139.91x	∞	∞	> 1.50x
Current liabilities less specific purpose liabilities							
4. Debt service cover ratio							
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	16.22x	11.70x	∞	∞	∞	∞	> 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	14.81%	12.46%	15.11%	12.88%	14.78%	12.37%	< 10.00%
Rates and annual charges collectable							
6. Cash expense cover ratio							
Current year's cash and cash equivalents plus all term deposits	13.22 months	12.97 months	28.24 months	29.70 months	36.31 months	34.63 months	> 3.00 months
Monthly payments from cash flow of operating and financing activities							

(*) The 2022 ratio is restated due to reclassification of groundwater project grant from capital to operating grants (\$181 thousand).

(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 2024

End of the audited financial statements

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

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**General Manager**

Toni Averay

Responsible Accounting Officer

Mustaq Ahammed

Public Officer

Mr Steven Williams

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



INDEPENDENT AUDITOR'S REPORT
Report on the general purpose financial statements
Uralla Shire Council

To the Councillors of Uralla Shire Council

Opinion

I have audited the accompanying financial statements of Uralla Shire Council (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2024, the Statement of Financial Position as at 30 June 2024, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended, and notes to the financial statements, including material accounting policy information and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been prepared, in all material respects, in accordance with the requirements of this Division
 - are consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2024, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2024 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the special purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the special purpose financial statements and Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993* and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note B5-1 'Material budget variations
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Furqan Yousuf
Delegate of the Auditor-General for New South Wales

30 October 2024
SYDNEY



Mr Robert Bell
Mayor
Uralla Shire Council
PO Box 106
URALLA NSW 2380

Contact: Furqan Yousuf
Phone no: 02 9275 7470
Our ref: R008-2124742775-327

30 October 2024

Dear Mayor

Report on the Conduct of the Audit for the year ended 30 June 2024 Uralla Shire Council

I have audited the general-purpose financial statements (GPFS) of the Uralla Shire Council (the Council) for the year ended 30 June 2024 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2024 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

	2024 \$m	2023 \$m	Variance %
Rates and annual charges revenue	8.0	7.5	↑ 6.5
Grants and contributions revenue	17.7	17.1	↑ 3.6
Operating result from continuing operations	4.3	4.1	↑ 4.2
Net operating result before capital grants and contributions	0.7	-1.1	↑ 161.7

Rates and annual charges revenue (\$8.0 million) increased by \$0.5 million (6.5 per cent) in 2023–24 mainly due to the 3.7 per cent rate peg increase and increase in annual charges for water supply, sewerage and domestic waste management services, in line with Council's adopted revenue policy.

Grants and contributions revenue (\$17.7 million) increased by \$0.6 million (3.6 per cent) in 2023–24. This was mainly due to increases in grant revenue of:

- \$1.2 million in McMaugh gardens aged care subsidies
- \$1.0 million in Local Government Recovery Grant.

The above increases were partially offset by the decrease in grant revenue of:

- \$0.6 million in Transport (other roads and bridges funding)
- \$0.9 million in Recreation and Culture grant funding.

Council's operating result from continuing operations (\$4.3 million including depreciation, amortisation and impairment expense of \$6.5 million) was \$0.17 million higher than the 2022–23 result. This was mainly due to increase in rates and annual charges and grants and contributions, as discussed above.

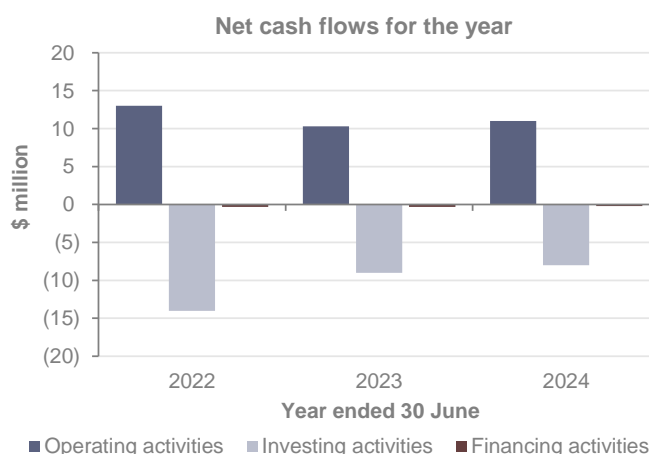
The net operating result before capital grants and contributions (surplus of \$0.7 million) was \$1.8 million higher than the 2022–23 result. This was mainly due to a decrease in revenue from capital grants and contributions of \$1.67 million.

STATEMENT OF CASH FLOWS

Cash from operating activities increased by \$0.8 million, mainly due to an increase in grants and contributions and other income received during the year.

Cash outflows from investing activities decreased by \$0.9 million due to increased proceeds from sale of investments.

Cash outflows from financing activities remained consistent compared to the previous year.



FINANCIAL POSITION

Cash and investments

Cash and investments	2024	2023	Commentary
	\$m	\$m	
Total cash, cash equivalents and investments	27.5	24.3	Externally restricted cash and investments are restricted in their use by externally imposed requirements. Council's externally restricted balances comprise mainly of specific purpose unexpended grants - general fund, TCS and TCT contract liabilities and McMaugh gardens resident bonds.
Restricted and allocated cash, cash equivalents and investments:			
• External restrictions	20.2	17.9	Internal allocations are determined by council policies or decisions, which are subject to change.
• Internal allocations	5.4	5.6	At 30 June 2024 Council holds \$1.9 million in unrestricted and unallocated cash, cash equivalents and investments (2022-23: \$0.8 million).

Debt

At 30 June 2024, Council had:

- \$1.3 million in secured loans (\$1.5 million in 2022-23)
- \$100,000 in approved overdraft facility with \$Nil drawn down
- \$35,000 in credit card facility with \$9,000 used
- \$150,000 in master lease facility with \$Nil drawn down.

PERFORMANCE

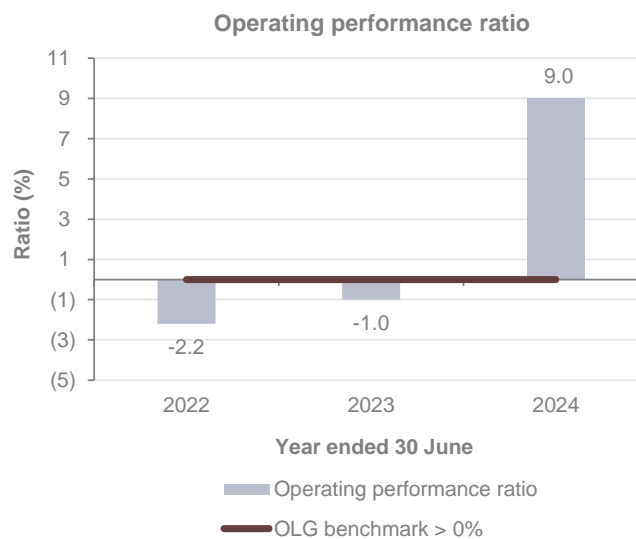
Performance measures

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Housing and Infrastructure.

Operating performance ratio

Council exceeded the benchmark for the current reporting period.

The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than zero per cent.



Own source operating revenue ratio

Council did not meet the benchmark for the current reporting period.

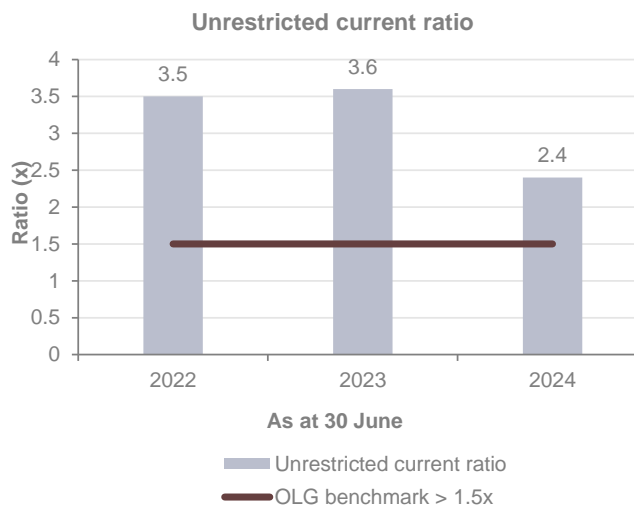
The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.



Unrestricted current ratio

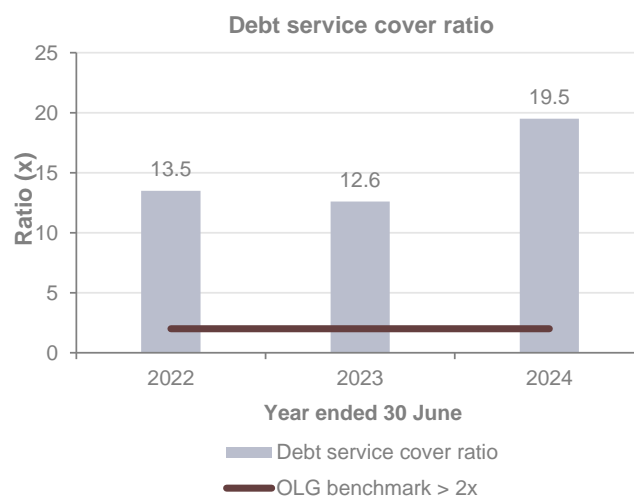
Council exceeded the benchmark for the current reporting period.

The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.

**Debt service cover ratio**

Council exceeded the benchmark for the current reporting period.

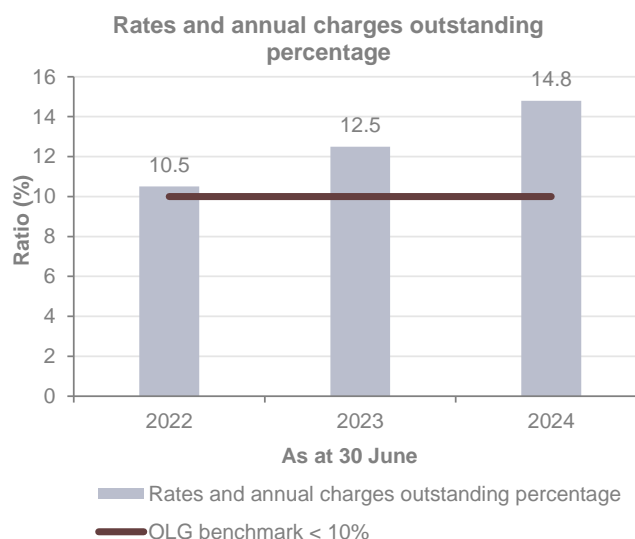
The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.



Rates and annual charges outstanding percentage

Council did not meet the benchmark for the current reporting period.

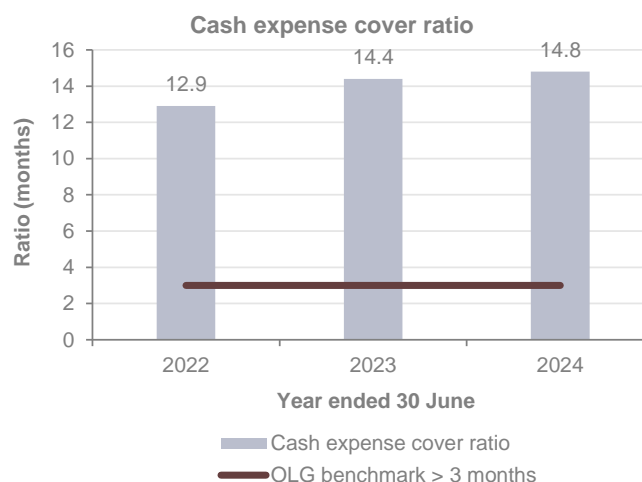
The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 10 per cent for regional councils.



Cash expense cover ratio

Council exceeded the benchmark for the current reporting period.

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.



Infrastructure, property, plant and equipment renewals

Council renewed \$5.4 million of infrastructure, property, plant and equipment during the 2023-24 financial year (2022-23 \$4.6 million). This was mainly due to \$2.6 million spent on works performed on sealed road's structure during the year. A further \$1.3 million was spent on new assets, mainly relating to the acquisition of plant and equipment and other structure assets.

Legislative compliance

My audit procedures did not identify any instances of material non-compliance with the financial reporting requirements in Chapter 13, Part 3, Division 2 of the LG Act and the associated regulation or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.



Furqan Yousuf
Director, Financial Audit

Delegate of the Auditor-General for New South Wales

Uralla Shire Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2024



Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2024

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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 2024

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 24 September 2024.



Robert Bell

Mayor

24 September 2024



Tom O'Connor C.A.

Deputy Mayor

24 September 2024



Toni Avery
Acting General Manager

24 September 2024



Mustaq Ahammed

Responsible Accounting Officer

24 September 2024

Uralla Shire Council

Income Statement of water supply business activity
for the year ended 30 June 2024

\$ '000	2024	2023
Income from continuing operations		
Access charges	628	594
User charges	937	565
Interest and investment income	168	91
Grants and contributions provided for operating purposes	565	15
Total income from continuing operations	2,298	1,265
Expenses from continuing operations		
Employee benefits and on-costs	459	310
Materials and services	754	995
Depreciation, amortisation and impairment	604	479
Total expenses from continuing operations	1,817	1,784
Surplus (deficit) from continuing operations before capital amounts	481	(519)
Grants and contributions provided for capital purposes	39	362
Surplus (deficit) from continuing operations after capital amounts	520	(157)
Surplus (deficit) from all operations before tax	520	(157)
Less: corporate taxation equivalent (25%) [based on result before capital]	(120)	–
Surplus (deficit) after tax	400	(157)
Plus accumulated surplus	7,345	7,502
– Corporate taxation equivalent	120	–
Closing accumulated surplus	7,865	7,345
Return on capital %	2.8%	(3.1)%
Subsidy from Council	256	1,187
Calculation of dividend payable:		
Surplus (deficit) after tax	400	(157)
Less: capital grants and contributions (excluding developer contributions)	(39)	(362)
Surplus for dividend calculation purposes	361	–
Potential dividend calculated from surplus	180	–

Uralla Shire Council

Income Statement of sewerage business activity
for the year ended 30 June 2024

\$ '000	2024	2023
Income from continuing operations		
Access charges	1,021	877
User charges	74	63
Interest and investment income	125	56
Grants and contributions provided for operating purposes	12	14
Total income from continuing operations	1,232	1,010
Expenses from continuing operations		
Employee benefits and on-costs	210	198
Materials and services	490	362
Depreciation, amortisation and impairment	466	407
Net loss from the disposal of assets	36	—
Total expenses from continuing operations	1,202	967
Surplus (deficit) from continuing operations before capital amounts	30	43
Grants and contributions provided for capital purposes	—	(32)
Surplus (deficit) from continuing operations after capital amounts	30	11
Surplus (deficit) from all operations before tax	30	11
Less: corporate taxation equivalent (25%) [based on result before capital]	(8)	(11)
Surplus (deficit) after tax	22	—
Plus accumulated surplus	11,962	11,951
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	8	11
Closing accumulated surplus	11,992	11,962
Return on capital %	0.1%	0.2%
Subsidy from Council	862	772
Calculation of dividend payable:		
Surplus (deficit) after tax	23	—
Less: capital grants and contributions (excluding developer contributions)	—	32
Surplus for dividend calculation purposes	23	32
Potential dividend calculated from surplus	11	16

Uralla Shire Council

Income Statement of McMaugh Gardens

for the year ended 30 June 2024

\$ '000	2024 Category 2	2023 Category 2
Income from continuing operations		
User charges	1,143	1,022
Interest and investment income	181	106
Grants and contributions provided for operating purposes	4,158	2,786
Other income	2	14
Total income from continuing operations	5,484	3,928
Expenses from continuing operations		
Employee benefits and on-costs	3,309	2,518
Borrowing costs	3	6
Materials and services	1,260	1,066
Depreciation, amortisation and impairment	218	233
Net loss from the disposal of assets	56	2
Total expenses from continuing operations	4,846	3,825
Surplus (deficit) from continuing operations before capital amounts	638	103
Grants and contributions provided for capital purposes	—	228
Surplus (deficit) from continuing operations after capital amounts	638	331
Surplus (deficit) from all operations before tax	638	331
Less: corporate taxation equivalent (25%) [based on result before capital]	(160)	(26)
Surplus (deficit) after tax	478	305
Plus accumulated surplus	3,937	3,606
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	160	26
Closing accumulated surplus	4,575	3,937
Return on capital %	10.5%	1.8%
Subsidy from Council	—	133

Uralla Shire Council

Statement of Financial Position of water supply business activity

as at 30 June 2024

\$ '000	2024	2023
ASSETS		
Current assets		
Cash and cash equivalents	129	59
Investments	2,721	2,300
Receivables	696	529
Contract assets and contract cost assets	422	330
Total current assets	3,968	3,218
Non-current assets		
Infrastructure, property, plant and equipment	17,133	16,605
Total non-current assets	17,133	16,605
Total assets	21,101	19,823
LIABILITIES		
Current liabilities		
Contract liabilities	–	23
Total current liabilities	–	23
Total liabilities	–	23
Net assets	21,101	19,800
EQUITY		
Accumulated surplus	7,865	7,345
Revaluation reserves	13,236	12,455
Total equity	21,101	19,800

Uralla Shire Council

Statement of Financial Position of sewerage business activity

as at 30 June 2024

\$ '000	2024	2023
ASSETS		
Current assets		
Cash and cash equivalents	—	16
Investments	2,121	1,600
Receivables	213	191
Total current assets	2,334	1,807
Non-current assets		
Infrastructure, property, plant and equipment	20,735	20,268
Total non-current assets	20,735	20,268
Total assets	23,069	22,075
Net assets	23,069	22,075
EQUITY		
Accumulated surplus	11,992	11,962
Revaluation reserves	11,077	10,113
Total equity	23,069	22,075

Uralla Shire Council

Statement of Financial Position of McMaugh Gardens

as at 30 June 2024

\$ '000	2024 Category 2	2023 Category 2
ASSETS		
Current assets		
Cash and cash equivalents	—	8
Investments	5,843	4,200
Receivables	122	117
Total current assets	5,965	4,325
Non-current assets		
Infrastructure, property, plant and equipment	6,084	6,031
Total non-current assets	6,084	6,031
Total assets	12,049	10,356
LIABILITIES		
Current liabilities		
Payables	4,034	3,332
Total current liabilities	4,034	3,332
Non-current liabilities		
Payables	9	18
Total non-current liabilities	9	18
Total liabilities	4,043	3,350
Net assets	8,006	7,006
EQUITY		
Accumulated surplus	4,575	3,937
Revaluation reserves	3,431	3,069
Total equity	8,006	7,006

Uralla Shire Council

Material accounting policy information

for the year ended 30 June 2024

Note – Material accounting policy information

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

Material accounting policy information

for the year ended 30 June 2024

Note – Material accounting policy information (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%** (LY 25%)

Land tax – the first \$1,075,000 of combined land values attracts **0%**. For the combined land values in excess of \$1,075,000 up to \$6,571,000 the rate is **\$100 + 1.6%**. For the remaining combined land value that exceeds \$6,571,000 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 DCCEEW'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 DCCEEW'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% (LY 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 is 25% of the equivalent company tax rate prevalent at reporting date.

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

Material accounting policy information

for the year ended 30 June 2024

Note – Material accounting policy information (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 2024 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.



INDEPENDENT AUDITOR'S REPORT
Report on the special purpose financial statements
Uralla Shire Council

To the Councillors of Uralla Shire Council

Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Uralla Shire Council's (the Council) Declared Business Activities, which comprise the Statement by Councillors and Management, the Income Statement of each Declared Business Activity for the year ended 30 June 2024, the Statement of Financial Position of each Declared Business Activity as at 30 June 2024 and the Material accounting policy information note.

The Declared Business Activities of the Council are:

- water supply
- sewerage
- McMaugh Gardens

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared Business Activities as at 30 June 2024, and their financial performance for the year then ended, in accordance with the Australian Accounting Standards described in the Material accounting policy information note and the Local Government Code of Accounting Practice and Financial Reporting 2023–24 (LG Code).

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as the auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the Material accounting policy information note to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2024 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and Special Schedule 'Permissible income for general rates'.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in the Material accounting policy information note to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Furqan Yousuf
Delegate of the Auditor-General for New South Wales

30 October 2024
SYDNEY

Uralla Shire Council

SPECIAL SCHEDULES
for the year ended 30 June 2024



Uralla Shire Council

Special Schedules

for the year ended 30 June 2024

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Uralla Shire Council

Permissible income for general rates

\$ '000	Notes	Calculation 2023/24	Calculation 2024/25
Notional general income calculation ¹			
Last year notional general income yield	a	4,226	4,376
Plus or minus adjustments ²	b	15	4
Notional general income	c = a + b	4,241	4,380
Permissible income calculation			
Percentage increase	d	3.70%	4.50%
Plus percentage increase amount ³	f = d x (c + e)	157	197
Sub-total	g = (c + e + f)	4,398	4,577
Plus (or minus) last year's carry forward total	h	(16)	6
Sub-total	j = (h + i)	(16)	6
Total permissible income	k = g + j	4,382	4,583
Less notional general income yield	l	4,376	4,572
Catch-up or (excess) result	m = k - l	6	11
Plus income lost due to valuation objections claimed ⁴	n	—	2
Carry forward to next year ⁶	p = m + n + o	6	13

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)*.
- (3) The 'percentage increase' is inclusive of the rate-peg percentage, and/or special variation and/or Crown land adjustment (where applicable).
- (4) Valuation objections are unexpected changes in land values as a result of land owners successfully objecting to the land value issued by the Valuer General. Councils can claim the value of the income lost due to valuation objections in any single year.
- (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.



INDEPENDENT AUDITOR'S REPORT

Special Schedule – Permissible income for general rates

Uralla Shire Council

To the Councillors of Uralla Shire Council

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Uralla Shire Council (the Council) for the year ending 30 June 2025.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting 2023–24 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2024 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements, special purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2024.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and the special purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.



Furqan Yousuf
Delegate of the Auditor-General for New South Wales

30 October 2024
SYDNEY

Uralla Shire Council

Report on infrastructure assets as at 30 June 2024

Asset Class	Asset Category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2023/24 Required maintenance ^a	2023/24 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	374	636	300	356	21,522	36,737	5.4%	16.6%	64.7%	11.5%	1.8%
	Sub-total	374	636	300	356	21,522	36,737	5.4%	16.6%	64.7%	11.5%	1.8%
Other structures	Other structures	77	142	764	636	5,462	8,709	62.0%	25.4%	10.3%	0.8%	1.5%
	Sub-total	77	142	764	636	5,462	8,709	62.0%	25.4%	10.3%	0.8%	1.5%
Roads	Sealed roads	6,210	11,397	1,334	1,631	103,888	149,704	66.0%	18.0%	5.4%	2.9%	7.7%
	Bulk earthworks	–	–	–	–	77,934	77,934	100.0%	0.0%	0.0%	0.0%	0.0%
	Bridges	892	859	123	96	32,024	51,050	39.1%	8.8%	45.6%	4.8%	1.7%
	Unsealed roads	1,658	124	1,559	1,688	3,779	20,900	3.4%	63.5%	16.7%	15.8%	0.6%
	Footpaths	–	–	84	102	1,842	2,573	25.7%	65.7%	8.6%	0.0%	0.0%
	Sub-total	8,760	12,380	3,100	3,517	219,467	302,161	65.6%	15.4%	11.6%	3.3%	4.1%
Water supply network	Water supply network	3,078	2,369	191	219	15,054	38,387	5.7%	10.9%	64.8%	12.5%	6.1%
	Sub-total	3,078	2,369	191	219	15,054	38,387	5.7%	10.9%	64.8%	12.5%	6.1%
Sewerage network	Sewerage network	–	–	804	701	19,297	27,162	38.4%	16.2%	38.3%	7.1%	0.0%
	Sub-total	–	–	804	701	19,297	27,162	38.4%	16.2%	38.3%	7.1%	0.0%
Stormwater drainage	Stormwater drainage	45	–	34	30	3,784	5,140	6.1%	77.9%	12.7%	3.3%	0.0%
	Sub-total	45	–	34	30	3,784	5,140	6.1%	77.9%	12.7%	3.3%	0.0%
Total – all assets		12,334	15,527	5,193	5,459	284,586	418,296	52.2%	16.1%	22.9%	5.1%	3.7%

(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 2024

Infrastructure asset performance indicators (consolidated) *

\$ '000	Amounts 2024	Indicator 2024	Indicators 2023 2022		Benchmark
Buildings and infrastructure renewals ratio					
Asset renewals ¹	5,438	81.27%	87.99%	73.09%	> 100.00%
Depreciation, amortisation and impairment	6,691				
Infrastructure backlog ratio					
Estimated cost to bring assets to a satisfactory standard	12,334	4.29%	2.33%	3.81%	< 2.00%
Net carrying amount of infrastructure assets	287,391				
Asset maintenance ratio					
Actual asset maintenance	5,459	105.12%	93.08%	91.25%	> 100.00%
Required asset maintenance	5,193				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	15,527	3.71%	3.60%	3.41%	
Gross replacement cost	418,296				

(*) 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 2024

Infrastructure asset performance indicators (by fund)

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2024	2023	2024	2023	2024	2023	
Buildings and infrastructure renewals ratio							
Asset renewals ¹	95.50%	106.83%	4.14%	0.00%	0.45%	0.00%	> 100.00%
Depreciation, amortisation and impairment							
Infrastructure backlog ratio							
Estimated cost to bring assets to a satisfactory standard	3.66%	2.10%	20.45%	9.11%	0.00%	0.00%	< 2.00%
Net carrying amount of infrastructure assets							
Asset maintenance ratio							
Actual asset maintenance	108.12%	95.53%	114.66%	77.27%	87.19%	84.28%	> 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	3.73%	3.59%	6.17%	6.18%	0.00%	0.00%	
Gross replacement cost							

(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.

Government Information (Public Access) Act – Annual Report for Agency Uralla Shire Council

Clause 8A: Details of the review carried out by the agency under section 7 (3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review

Reviews carried out by the agency	Information made publicly available by the agency
Yes	Yes

Copies of the below items sent to Uralla History Hub for availability to the community: Infectious Diseases Register pages for the years 1898 to 1921 Cemetery Interment Registers for local cemeteries 1899-1971 Geological Map Rocky River Gold Fields June 1886

Clause 8B: The total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications)

Total number of applications received
29

Clause 8C: The total number of access applications received by the agency during the reporting year that the agency refused either wholly or partly, because the application was for the disclosure of information referred to in Schedule 1 to the Act (information for which there is conclusive presumption of overriding public interest against disclosure)

Number of Applications Refused	Wholly	Partly	Total
	0	0	0
% of Total	0.00%	0.00%	

Government Information (Public Access) Act – Annual Report for Agency Uralla Shire Council

Schedule 2 Statistical information about access applications to be included in annual report

Table A: Number of applications by type of applicant and outcome*

	Access Granted in Full	Access Granted in Part	Access Refused in Full	Information not Held	Information Already Available	Refuse to Deal with Application	Refuse to Confirm/Deny whether information is held	Application Withdrawn	Total	% of Total
Media	0	0	0	0	0	0	0	0	0	0.00%
Members of Parliament	0	0	0	0	0	0	0	0	0	0.00%
Private sector business	0	0	0	0	0	0	0	0	0	0.00%
Not for profit organisations or community groups	0	0	0	0	0	0	0	0	0	0.00%
Members of the public (by legal representative)	14	0	0	0	0	0	0	1	15	51.72%
Members of the public (other)	14	0	0	0	0	0	0	0	14	48.28%
Total	28	0	0	0	0	0	0	1	29	
% of Total	96.55%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	3.45%		

* More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Government Information (Public Access) Act – Annual Report for Agency Uralla Shire Council

Table B: Number of applications by type of application and outcome*

	Access Granted in Full	Access Granted in Part	Access Refused in Full	Information not Held	Information Already Available	Refuse to Deal with Application	Refuse to Confirm/Deny whether information is held	Application Withdrawn	Total	% of Total
Personal information applications*	0	0	0	0	0	0	0	0	0	0.00%
Access applications (other than personal information applications)	28	0	0	0	0	0	0	0	28	100.00%
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0	0	0.00%
Total	28	0	0	0	0	0	0	0	28	
% of Total	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		

* A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

Government Information (Public Access) Act – Annual Report for Agency Uralla Shire Council

Table C: Invalid applications

Reason for invalidity	No of applications	% of Total
Application does not comply with formal requirements (section 41 of the Act)	0	0.00%
Application is for excluded information of the agency (section 43 of the Act)	0	0.00%
Application contravenes restraint order (section 110 of the Act)	0	0.00%
Total number of invalid applications received	0	0.00%
Invalid applications that subsequently became valid applications	0	0.00%

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of Act

	Number of times consideration used*	% of Total
Overriding secrecy laws	0	0.00%
Cabinet information	0	0.00%
Executive Council information	0	0.00%
Contempt	0	0.00%
Legal professional privilege	0	0.00%
Excluded information	0	0.00%
Documents affecting law enforcement and public safety	0	0.00%
Transport safety	0	0.00%
Adoption	0	0.00%
Care and protection of children	0	0.00%
Ministerial code of conduct	0	0.00%
Aboriginal and environmental heritage	0	0.00%
Privilege generally - Sch 1(5A)	0	0.00%
Information provided to High Risk Offenders Assessment Committee	0	0.00%
Total	0	

*More than one public interest consideration may apply in relation to a particular access application and if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E

Government Information (Public Access) Act – Annual Report for Agency Uralla Shire Council

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of Act

	Number of times consideration used*	% of Total
Responsible and effective government	0	0.00%
Law enforcement and security	0	0.00%
Individual rights, judicial processes and natural justice	0	0.00%
Business interests of agencies and other persons	0	0.00%
Environment, culture, economy and general matters	0	0.00%
Secrecy provisions	0	0.00%
Exempt documents under interstate Freedom of Information legislation	0	0.00%
Total	0	

Table F: Timeliness

	Number of applications*	% of Total
Decided within the statutory timeframe (20 days plus any extensions)	26	92.86%
Decided after 35 days (by agreement with applicant)	2	7.14%
Not decided within time (deemed refusal)	0	0.00%
Total	28	

Government Information (Public Access) Act – Annual Report for Agency Uralla Shire Council

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

	Decision varied	Decision upheld	Total	% of Total
Internal review	0	0	0	0.00%
Review by Information Commissioner*	0	0	0	0.00%
Internal review following recommendation under section 93 of Act	0	0	0	0.00%
Review by NCAT	0	0	0	0.00%
Total	0	0	0	
% of Total	0.00%	0.00%		

*The Information Commissioner does not have the authority to vary decisions, but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

	Number of applications for review	% of Total
Applications by access applicants	0	0.00%
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0	0.00%
Total	0	

Table I: Applications transferred to other agencies.

	Number of applications transferred	% of Total
Agency-Initiated Transfers	0	0.00%
Applicant - Initiated Transfers	0	0.00%
Total	0	



Statement of Business Ethics

2023

INFORMATION ABOUT THIS DOCUMENT

Date Adopted by Council	27/06/2023	Resolution No.	25.06/23
Document Owner	<i>Executive Director Corporate and Community</i>		
Document Development Officer	<i>Manager Governance</i>		
Review Timeframe	<i>4 years</i>		
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Document History

Doc No.	Date Amended	Details/Comments e.g. Resolution No.
0.1	16/06/2023	Proposed draft to be presented to Council 27/06/2023
<i>1.0</i>	<i>27/06/2023</i>	<i>Adopted by Council res 25.06/23</i>

Related Legislation*	<i>Government Information (Public Access) Act 2009 (NSW) (the GIPA Act)</i> <i>Commission Against Corruption (ICAC) Act 1988</i> <i>Privacy and Personal Information Protection Act 1998 (NSW) (PPIP Act).</i> <i>Local Government Act 1993 and Regulations</i> <i>Public Interest Disclosures Act 1994</i>
Related Policies	<i>Internal Reporting Policy 2022</i> <i>Code of Conduct 2020</i> <i>Procedures for the Administration of the Code of Conduct 2020</i>
Related Procedures/ Protocols, Statements, documents	

Statement of Business Ethics

Through our core values and principles we have committed to ensure that in our business dealings, we, and the businesses we deal with, act in a transparent, ethical and accountable manner so as to enhance and protect our reputation, as well as safeguarding our culture of integrity and ethical conduct.

We recognise that our reputation is built on trust and this influences how our community and business partners feel about our organisation and the services it provides. This reputation can be tarnished forever by the unethical actions of a few people or even just one person.

This means, among other things, acting honestly, observing a high standard of probity, ethical behaviour and integrity, treating each other and our customers, partners, suppliers and our community fairly and with respect, and being transparent and open in our business processes.

We need to ensure that we all understand the standards expected of us as council officials (Code of Conduct). We also need to ensure that we communicate to our suppliers, contractors and business partners the standards we expect of them if we are to do business with them.

The Statement of Business Ethics is one of the tools we use to communicate this standard of behaviour.

Kate Jessep
General Manager

Our Key Business Principles

This Statement outlines Council's expectations on how goods and service providers and contractors are to deal with Council and vice versa. We aim to achieve:

- **Value for Money and Sustainability** – This can include such factors as initial cost, whole of life cost, quality, the extent to which the goods or services meet the specified requirements and also social and environmental responsibilities. Note that this may not be the lowest price
- **Transparency** - this means visible and verifiable confirmation of the integrity of the purchasing process and compliance with relevant legislation and adopted Council procedures
- **Impartiality** – this means that our purchasing process will be undertaken in a fair, objective, consistent and business-like manner. It does not mean pleasing everyone.
- **Local Content** - Council will support local suppliers by ensuring that they have a full, fair and reasonable opportunity to supply council in accordance with the Uralla Shire Council procurement policy.
- **Risk Management** - Suppliers and contractors are expected to be aware of risk management and legislative requirements and must take appropriate action to manage any risks that may impact on the delivery of service to the community
- **Competitiveness** - Council will use competitive processes to the greatest extent possible

What you can expect from us

All members of staff, Councillors and delegates are bound by Council's Code of Conduct. They are accountable for their actions and are expected to:

- use Council resources efficiently and effectively
- encourage fair and transparent competition while seeking value for money
- ensure that all procurement activities and decisions are fully and clearly documented so as to provide an effective audit trail
- protect confidential and proprietary information
- deal fairly, ethically and honestly with all individuals and organisations so as to avoid any actual or perceived conflict of interest
- disclose any situation that involves or could be perceived to involve a conflict of interest
- not seek or accept financial or other benefits or personal gain for performing official duties
- treat all potential suppliers equally, impartiality, fairness and respect
- act honestly and ethically when dealing with the community, business partners (including potential partners) and others
- present the highest standards of professionalism, ethical behaviour and probity in all dealings with suppliers and the community
- Provide all suppliers and tenderers with the same information and equal opportunity.

What we require of you:

We require anyone doing business with Council (including all applicants, suppliers of goods and services, political lobbyists, consultants, contractors, and their sub-contractors, owners and applicants) to:

- deliver value for money
- comply with Council's procurement policy and guidelines and all legislative requirements
- act ethically, fairly and honestly in all dealing with the Council
- declare any actual or perceived conflicts of interests as soon as you become aware of the conflict
- take all reasonable measures to prevent disclosure of confidential Council information or proprietary information
- refrain from offering our employees any inducements or incentives
- respect Council's intellectual property rights and formally negotiate any access, licence or other use of those rights
- refrain from discussing Council business or information in the media without Council's consent
- assist Council in providing a safe and healthy working environment.
- comply with this Statement. Note: If you employ sub-contractors in your work with Council you must make them aware of this Statement

Why you must comply

Our Statement of Business Ethics is about being able to conduct business in a fair and ethical manner that advances the interests and objectives of Council as well as your business.

There may be consequences for not complying with this Statement. Demonstrated corrupt or unethical conduct could lead to:

- Termination of contracts and tendering opportunities
- Loss of future works
- Loss of reputation
- Matters being referred to investigating authorities
- Dismissal for Council employees, and
- Potential criminal charges

Practical Guidelines

Gifts and Benefits

Gifts, benefits and incentives must not be offered to our employees and we expect them to decline any offers. Our employees are not permitted to ask for any incentive or reward for doing their job.

We award business on the basis of merit taking into account what is 'best value for money'.

Conflicts of interest

Council staff and Councillors are required to disclose any potential, actual or perceived

conflicts of interest. We extend this requirement to all our business partners and suppliers. Our business partners are required to disclose in writing any perceived or actual conflicts of interest. Conflicts of interest should be disclosed in writing to the General Manager.

Confidentiality & intellectual property

Information which is marked confidential, or which a reasonable person would expect to be confidential, should be treated as such. In our business relationships all parties will respect each other's intellectual property rights and will formally negotiate any access, licence or use of intellectual property

Other employment or business

Our employees shall not engage in outside employment or business that relates to the business of Council, or could conflict, with their duties with the Council. They can only engage in such a second job or business if they have the written approval of the General Manager.

Communication between parties

To avoid any perception of inappropriate behaviour or influence, all communications should be clear, direct and accountable. Communications should, where possible be in writing.

Who to contact

If you have any enquires about this statement or wish to report or have concerns about corrupt conduct, maladministration or serious waste of public funds, please contact the General Manager or the Manager Governance & Service Centre on (02) 6778 6300

The Public Interest Disclosures Act protects public officials disclosing corruption related matters from reprisal of detrimental action and ensures disclosures are dealt with properly.

External reporting can also be made to:

Independent Commission against Corruption (ICAC)

T: 1800 463 909

E: icac@icac.nsw.gov.au

NSW Office of Local Government

T: 02 4428 4100

E: olg@olg.nsw.gov.au

NSW Ombudsman

T: 1800 451 524

E: nswombod@ombo.nsw.gov.a



State of the Shire Report

2024





State of the Shire Report 2024

Introduction

The State of the Shire Report provides an update on Uralla Shire Council's progress towards achieving its aspirations set in the Community Strategic Plan. This report is a requirement under the Local Government Act 1993, and forms part of Council's Integrated Planning and Reporting (IP&R) Framework. The End of Term Report is defined by the NSW Premier & Cabinet Division of Local Government as a 'report on Council's achievements in implementing the Community Strategic Plan over the previous four years'. However this Report covers the period 2021 to 2024 because, due to the Covid-19 pandemic, the Council's term was reduced to a three years tenure.

How do we work to meet the goals set in the Community Strategic Plan?

Council's four year Delivery Program and one year Operational Plan identify the major projects, programs and services and work towards delivering the goals set in the Community Strategic Plan. These documents form part of a suite of strategic documents that outline the priorities and actions to meet the Community Vision.

Community Strategic Plan – What the Community wants

This document provides the vision as to where the people of Uralla Shire want to be in 2031. It outlines the key outcomes and strategies which form the basis of our planning. The document is reviewed at the start of each new Council term.

Delivery Program – How Council proposes to deliver

This document is a four year outlook (the length of Council's new term from September 2024). It establishes major projects and performance measures outlining how Council will address and measure progress towards the strategies contained in the Community Strategic Plan. It allocates high level resources to achieve the projects over a four year period. Council is required to report back to its community on a six-monthly basis. The document is updated annually in conjunction with the yearly Operational Plan.

Operational Plan - What Council proposes to do

The Operational Plan is a one year outlook, it includes actions Council will undertake in the financial year to address the Delivery Program projects. It includes a one year capital works program and allocates resources necessary to achieve the actions in the financial year. Council reports quarterly to its community on the status of the Operational Plan.

Resourcing Strategy

The Strategy includes:

- a ten year Long Term Financial Plan,
- a four year Workforce Management Plan
- an Asset Management Framework

The Strategy contains information on the time, funding, assets and people required by Council to progress the projects within the Delivery Program and move towards achieving our community outcomes. This document is also reviewed at the beginning of the new term of Council.

Annual Report





Council is required to report annually to the Office of Local Government. Each year's 'Annual Report' contain statutory reporting requirements, including: the achievement of actions and Key Performance Indicators identified in the four year delivery program, a summary of Council's audited financial performance, contributions and grants awarded and details of overseas visits on official Council business by the Mayor and Councillors.

How do we know if we have succeeded?

Council relies on information and feedback from the community. The Organisation has reviewed service levels and program delivery in a number of areas resulting in some data sources being collected. Other indicators rely on Australian Bureau of Statistics (ABS) data which is collected every five years, and on benchmarking with other Councils to compare our performance. This information is used to report back to the Community on a quarterly basis.

The 2022 – 2031 Community Strategic Plan

The current CSP was established with four key themes; each supported by Strategic Objectives and Strategies. These are included as follows:

SOCIETY		<p>Strategic Objective: We have an accessible, inclusive and sustainable community</p> <p>Strategies:</p> <ul style="list-style-type: none"> 1.1 A growing community with an active volunteer base and participation in community events 1.2 A safe, active and healthy shire 1.3 A diverse and creative culture that celebrates our history. 1.4 Access to and equity of services
ECONOMY		<p>Strategic Objective: We drive the economy to support prosperity.</p> <p>Strategies:</p> <ul style="list-style-type: none"> 2.1 An attractive environment for the business sector 2.2 Growing and diversified employment, through growth in existing, sunrise and new businesses 2.3 Communities that are well serviced with essential infrastructure
ENVIRONMENT		<p>Strategic Objective: We are good custodians of our natural environment.</p> <p>Strategies:</p> <ul style="list-style-type: none"> 3.1 To preserve, protect and renew our beautiful natural environment 3.2 Maintain a healthy balance between development and the environment 3.3 Avoid, reduce, reuse (repair), and recycle (recover) wastage to minimise waste disposal 3.4 Secure, sustainable and environmentally sound water-cycle infrastructure and services
LEADERSHIP		<p>Strategic Objective: We are a prosperous and well-governed community</p> <p>Strategies:</p> <ul style="list-style-type: none"> 4.1 Informed and inspired leadership in our community 4.2 A strategic, accountable and representative Council 4.3 A local government area that is not subject to amalgamation because it is efficiently and effectively run.

Society

Strategic Objective: We have an accessible, inclusive and sustainable community

Strategies

1.1 A growing community with an active volunteer base and participation in community events

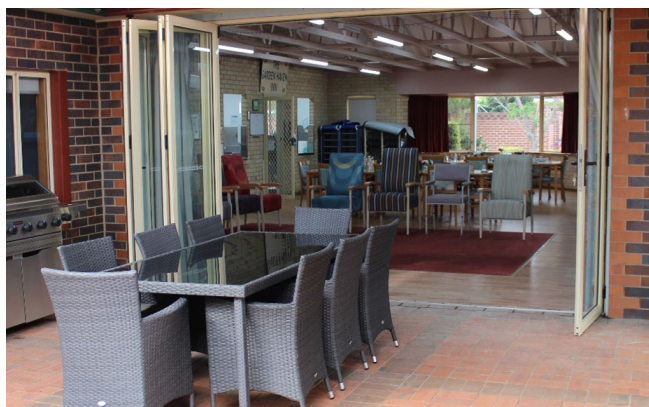
- Rotary
- ZNet
- Southern New England Landcare
- Unique Street Stall
- Recognition of volunteers
- Increased community event participation

1.2 A safe, active and healthy shire

Our valuable community service provision by Council's Tablelands Community Support team, the Tablelands Community Transport team and the McMaugh Gardens team and volunteers continues to provide an otherwise unachievable level of local community benefit.

The \$100,000 grant from Friends of McMaughs has enabled McMaugh Gardens to make significant upgrades for better care of residents and staff. Key improvements include new overbed tables, high-back lounge chairs, bifold doors in the lounge, new concrete pathways, and additional air conditioning units. A transition to an online clinical platform (MANAD) has replaced paper records, enhancing efficiency. A grant for the Electronic National Residential Medication Chart will improve medication safety and reduce administrative tasks.

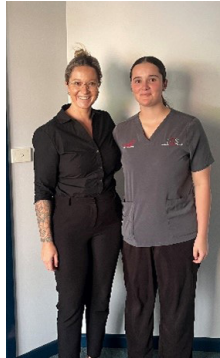
Further upgrades involve new carpet and furnishings, a new rostering system, and workforce enhancements, including more part-time personal care assistants and 24/7 registered nurses. The facility has also strengthened medication room security and introduced an incident management system. These efforts reflect a commitment to quality care and facility improvement, supported by donations of care equipment.



Society

1.2 A safe, active and healthy shire *(Continued)*

These teams continue to deliver non-profit transportation, in-home and in-facility care and respite to many Uralla shire residents and helps to keep families together.



Through collaboration with a local youth employment program supporting younger residents in our community, Tablelands Community Support has increased the local care workforce.

NAIDOC celebrations and volunteer awards were hosted by Council staff and the team at Tablelands Community Support who work with the local Elders group and elderly community in Uralla.

During this term of Council, the Uralla Sporting Complex has continued its continual improvement pathway with drainage improvements and significant tree work taking place, which adds to the previous works to replace chain wire fencing around the courts, the provision of drinking water fountain and BBQs, and the previously upgraded kitchen facilities in the clubhouse.



The Uralla Swimming Pool also continues to be upgraded with better infrastructure. Open space upgrade work continued in Bundarra, with more to come as there has been significant planning conducted during the period regarding the playground complex and future footpath upgrades.

Society

1.2 A safe, active and healthy shire *(Continued)*

A number of playgrounds have been improved with continuing works, including:

- Alma Park
- Sunny Jim McKay Park
- Porter Park
- BMX Track
- Kentucky Playground
- Barry Munday Reserve, Invergowrie (ongoing)

Council is a NSW Rural Doctors Network Bush Bursaries and Country Women's Association Scholarship sponsor; Council has applied significant effort to create the opportunity for new General Practitioner services to open locally and there is expected to be some very good news in the near future.

Council has a Food Premise Inspection Program with 34 premises inspected on an annual basis. The primary goal for inspections is ensure high standards for food preparation and service. The inspection is Council's main tool for detecting issues and providing advice to the establishment owners.

1.3 A diverse and creative culture that celebrates our history.

Our libraries have delivered a variety of programs and services that have kept our community engaged. Programs include storytelling, school holiday craft, film night and book club and many other events. The Library in Uralla also has wall space for local artists to exhibit their work.

NAIDOC week continued to be celebrated each year; storytelling and live entertainment from local indigenous groups have taken place. Visitors from pre-school and staff have been invited to participate in the activities that have been organised in the Uralla library

Library Storytime in honor of NAIDOC Week



Society

1.3 A diverse and creative culture that celebrates our history *(Continued)*

Seniors week

Our seniors have had the opportunity to attend the "Tech Savvy Seniors" programs as part of the Seniors Week. The programs were tailored to be socially and culturally inclusive.

Youth week

Council conducted an extraordinarily successful 'Mayor's Youth Forum' in 2024 which saw every local school visited and ended with youth councillors (complete with a junior mayor) meeting to discuss youth issues and experience the processes of a council meeting.



Kids Pool Week

A significant series of events for our younger cohort was conducted over a week of festivities and fun at the Pool. We were fortunate to have received support funding from the NSW Government and the entire event was heavily patronised and well received. We will be doing our best to seek similar funding in future in order to continue the program.

The Openings of the Upgraded Parks

The Winter Solstice on 22 June 2024 marked the opening and final commissioning of the upgraded Rotary Park, Pioneer Park, and The Glen with significant community interest.



Society

1.3 A diverse and creative culture that celebrates our history *(Continued)*

The night of the opening was marked with a Stargazing Event at the Glen to commemorate the completion of the Constellations of the South art installations. The event proved to be a major drawcard which attracted hundreds of people from across the age spectrum and set the standard for future community events.



Council continued to support a number of other local festivals and occurrences including the ANZAC Day dawn service and march, Thunderbolt's Festival, the Uralla Lanterns Festival, the now permanent and widely loved Fairy Festival, Seasons of New England, and Citizenship Ceremonies which take place on Australia Day each year.



A significant effort has also been applied to create a new Christmas community event which is planned for November 2024 and will continue across future years.

Summary of Event Highlights:

- Hugely successful summer pool party in January
- Australia Day activities in Alma Park
- In April, Youth Week 2024 & Mayor's Youth Forum engaging every school in our LGA
- May sold out Kung Fu Panda free film screening in Armidale
- In June, opening of Fibonacci, Rotary, Constellations
- June Court House Open Day
- June Winter solstice event at The Glen

Society

1.3 A diverse and creative culture that celebrates our history *(Continued)*

- July NAIDOC week smoking ceremony, flag raising and Elders' lunch
- August, High Country Friends Ukelele group performing at Uralla Court House
- September, unveiling the new memorial plaque at Bundarra Cemetery
- In school holidays this year we have run over 40 free events and activities for young people

1.4 Access to and equity of services

Council adopted its Disability Inclusion Action Plan in 2017. This framework sets up the key strategies and actions to be delivered by Council in its commitment to disability access and inclusion within the Local Government Area.



Today it still guides Council operations in relation to disability access and inclusion, and focuses on improved outcomes for all community members.

Highlights include:

- Aspects of the Development Application process, such as provision of individualised advice
- Development of social procurement framework to facilitate employment opportunities for local people with disability
- Provision of disability and community transport services
- Council, via its Community Transport team continued to make excellent use of its 12 seat Mercedes bus with a wheelchair hoist which continued to support Council's services provided through Aged and Community Care. This bus is also used by McMaugh Gardens, Tablelands Community Support and Tablelands Community Transport. The service continues to receive very positive feedback from residents and clients.



Economy

Strategic Objective: We drive the economy to support prosperity

Strategies

2.1 An attractive environment for the business sector

Significant community consultation to inform Council's Housing Strategy continued with a result expected shortly.

The Strategy will provide the Shire with up to date and clear guidance regarding the future preferred types and locations of residential development. This will be especially important in pre-empting and planning for issues which may arise due to the New England Renewable Energy Zone projects.

Council funded what became an excellent documentary and drawcard production on the Uralla area and its excellent tourism offerings which coincided with the opening of the upgraded parks.

The excellent 30-minute show premiered (Channel Seven) in the second half of 2024 and will re-screen at intervals in the future.

2.2 Growing and diversified employment, through growth in existing and new businesses

The New England Renewable Energy Zone has the potential to positively impact on local employment rates as its very significant construction and commissioning phase begins.

Whilst Council does not have any direct control over the process, we have made significant advancements as an 'advocate for Uralla' and by positioning itself as an 'enabler' with both EnergyCo (the NSW Government Department with carriage of the project) and also with all current or potential REZ developers.



Council continues to meet regularly with all relevant parties

Economy

2.2 Growing and diversified employment, through growth in existing and new businesses (Continued)

to advance its mission to minimise impacts and maximise benefits for all sectors of the Shire community.

Examples include exploratory and facilitating meetings with potential solar panel recyclers and other emerging industries which will be required into the future to support the each solar and wind development during both their construction and later, operational phases.

2.3 Communities that are well serviced with essential infrastructure

Significant advancements regarding Water Security and Water Quality have been achieved, again with significant NSW Government support, which should see Council's Integrated Water Cycle Management Plan completed with the next 12 months.

That four-year body of work will culminate with a clear view of what needs to be done to achieve water security for the Shire for the next 30 years.

The Old Uralla Courthouse refurbishment was conducted and finished during the period and the result is now an excellent community multi-purpose centre which can support a range of uses and activities.



Economy

2.3 Communities that are well serviced with essential infrastructure *(Continued)*

Further key public space upgrades occurred at Pioneer Park, The Glen and Rotary Park utilising the Public Spaces Legacy Program, which saw a great result with high public acceptance and significant community involvement at the opening events.

Additional BBQ facilities and picnic settings have been constructed throughout the Shire including those at the new Glen and Rotary Parks

New public car parking was created at both the Glen and Rotary Park including access for recreational vehicles.

Further Public Space will continue with the re-direction of funding under the Stronger Country Communities Round 5.

Major contribution to the community of Bundarra was the installation of a Sewerage Management Scheme.



Significant road upgrades included:

- Tolleys Gully Bridge – completed February 2023

Council undertakes a construction and maintenance program that aims to enhance the current level of infrastructure with improvement to road network and drainage assets. A number

Economy

2.3 Communities that are well serviced with essential infrastructure *(Continued)*

of local road improvement projects have been completed including sections of Gostwyck Road, Bergen Road,



Hawthorne Drive, Northeys Road and Kingstown Road. Council is also undertaking a program of work along the main Regional Road through the shire by upgrading sections of Thunderbolts Way with rehabilitation

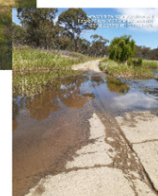
of the road south of Dangars Lagoon towards Salisbury Plains, a new bridge at Tolleys Gully on an improved alignment, rehabilitation of the road at Two Mile Creek and Scrubby Gully sections.

The unsealed rural network is routinely graded to address defects from wet weather and minimise damage from pavement saturation. In the urban areas of the shire road pavements are patched and kept safe for vehicles and cyclists, while the urban footpaths are maintained for the benefit of pedestrians

Council has continued to advocate for the return of Thunderbolts Way to State Government ownership.

Significant repair work within the Shire to regional roads caused by storms 2022:

- Invegowrie
- Arding
- Rocky River
- Kingstown
- Balala



Clean-up after "The Big Wet"



Environment

Strategic Objective: We are good custodians of our environment.

Strategies

3.1 To preserve, protect and renew our beautiful natural environment

Council continued its ongoing work on improving our environment by providing plans and actions to safeguard Uralla Shire's roadside bushland whilst safer roads are developed, allowing remnant vegetation to be preserved. The remnant vegetation along many roadsides is a most valuable, and in some cases the only remaining examples of the original flora which covered the original landscape.



Volunteer Bush Regeneration Group

Several successful pest animal control programs were delivered to reduce the impact of rabbits and foxes on public lands. A concerted and successful effort to control weed infestation risks was continued throughout the period via Council's ongoing direct support of the New England Weeds Authority.

Significant Environmental management actions completed:

- An onsite inspection of the Wooldridge Fossicking reserve was completed to examine the extent of environmental degradation after the recent rainfall events and 4wd damage. Placement of boulders on the tracks outside of areas where vehicles are permitted to prevent further 4wd damage.
- A Tree Management Policy was developed.

The Conservation and Ecological Restoration of Racecourse Lagoon is one major environmental project Council has been

Environment

3.1 To preserve, protect and renew our beautiful natural environment *(Continued)*

implementing for the past year. Council secured funding to plant 7500 different plant species around the Uralla Racecourse Lagoon through the NSW Environment Trust Fund. Z-NET Uralla, Landscape Foundation Australia and Southern New England Landcare (SNEL) are key collaborators for the on-going tree planting project.

Council in conjunction with Local Land Services and Southern New England Landcare organise a field day at the Racecourse Lagoon to educate land holders about the importance of Upland Wetlands.



Associate Professor Debbie Bower, Conservation Biologist and head of the Laboratory of Applied Zoology and Ecosystem Restoration at UNE talking to participants at the field day. Council has developed both Urban Tree Management Policy and Guidelines which has improved urban tree planting within the shire.

Zero Net Cities (ZNET) has been very instrument in volunteering tree planting exercised for the past years. They are currently in the process of planting 500 trees for the recreation area of the Racecourse Lagoon tree planting project

3.2 Maintain a healthy balance between development and the environment

New housing rates experienced highs during 2022 and 2023. The final 2024 result will not be known with certainty until early 2025.

Council met with many local developers who had previously received development approvals, which had then not been actioned, to identify what barriers had impacted the respective developer's decision not to proceed. Any reasons which related to Council's own 'service' have been corrected. In the main however the reasons given by developers were primarily based on external drivers.

Environment

3.2 Maintain a healthy balance between development and the environment *(Continued)*

Council was successful in receiving funding support from the NSW Government to recruit additional resources to deal the workload REZ-related impacts on its own operations.



The funding (which applies over the next three years) has facilitated the fulltime recruitment of a strategic planner to assist with REZ development demands and

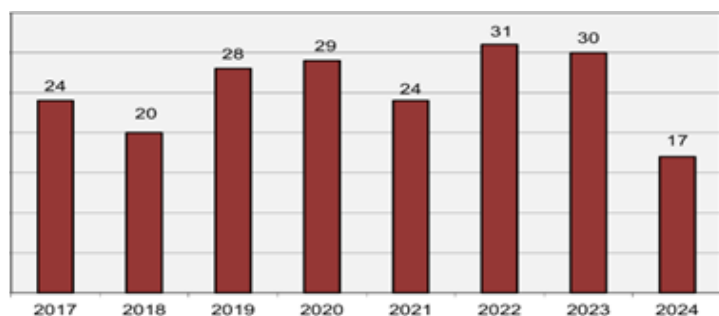
to project managed a renewed housing strategy which takes into account the potential housing impacts of REZ worker accommodation.

The funding also supports some additional senior level engineering resource to also deal with an expected increase in heavy vehicle use of the road network which will naturally lead to a higher than usual need for maintenance and renewal.

Council has continued to engage, on an as required basis, a heritage consultant to assist with the maintenance of the Shire excellent heritage which continues to underpin the high visitation rates we continue to experience.

To further protect the heritage domain Council a system of heritage minor works consents which assist both developers and the community to achieve excellent heritage outcomes.

Approved Dwellings in Uralla Shire



Environment

3.3 Avoid, reduce, reuse (repair), and recycle (recover) wastage to minimise waste disposal

Council's waste service delivery continued during the period with some appropriate growth in the number of properties serviced directly.

A new analysis and plan for residual waste options (post the existing landfill life) has been completed and will be utilised by the new Council to determine an appropriate way forward for the Shire.

A new recycling service has been designed, but not yet initiated, as we await a market approach.

Enhancements were made to our outlying waste transfer stations with more works to come in the future.

3.4 Secure, sustainable and environmentally sound water-cycle infrastructure and services

A significant body of strategic review work has been ongoing across the entire period utilising both Water NSW and NSW Health input to clarify what the Shire will need to do to prepare itself across the next 30 years of changing climate and its implications for our water supply.

This work includes the Shire's Water Security Plan for the next 30 years, and a potential Groundwater Backup Supply Plan for water emergencies such as contamination or drought.

This work will be ending towards the middle to late next year (2025) and will require significant community input in order to finalise the Shire's position in regard to options and costs.

A further significant effort has been conducted during 2024 to optimise the operation of the Uralla Water Treatment Plant and process to achieve a consistent high quality output of drinking water. Much was learned and the lessons are being deployed.

Leadership

Strategic Objective: We are an independent Shire and well-governed community

Strategies

4.1 Informed and collaborative leadership in our community

Significant staff turnover at senior levels of Council has taken place over the last term of Council. In response to that, Council expended significant effort into attracting and recruiting people with the ability and willingness to open the door for genuine community feedback and discussion on everything from potholes to finances.

The overall result has been a significant improvement (with more still to be done) in growing a mutually supportive relationship between the community and its Council.



Several formal consultative mechanisms remain in place including for example: the Bundarra School of Arts 355 Committee which meets monthly to provide Council with important feedback and ideas regarding assets and infrastructure in that area. Similarly, the Uralla Township and Environs Committee has continued to meet monthly for the same reasons.

Both committees have changed the outcomes of Council projects and plans through their advocacy

4.2 A strategic, accountable and representative Council

Council continued to audio cast its meetings throughout the Council term. Archived audio recordings of Council meetings are available via Council's website.

Council continues to publish information via its Facebook page and has strengthened its staffing, expertise and capacity to communicate across the Shire both with and between our community.

Council has expanded its engagement program to increase community awareness and understanding of decisions and gain insight into community opinion through newsletters, social media, workshops, information sessions and Listening Posts.

Leadership

4.2 A strategic, accountable and representative Council (Continued)

A new Audit Risk and Improvement Committee was appointed during the term with a new charter from the NSW Government.

The objective of the Committee in Uralla (and every other shire) is to provide professional independent external advice and assistance to Council to identify weaknesses, improve operations and functions, ensure compliance to legislation, manage risk and be accountable for its external responsibilities.

An Internal Audit function has been active inside Council across the period with the purpose of providing independent, objective assurance, and consulting services designed to add value and improve Uralla Shire Council's operations. The mission of internal audit has not changed and remains to enhance and protect organisational value by providing risk-based and objective assurance, advice, and insight.

4.3 An efficient and effective independent local government

During the period Council moved to an internal Governance Manager model which oversees Council's Enterprise Risk Management Framework, Policy and Register.

The role also oversees the continual update of all Council policies to ensure ongoing currency and positive impact.

Council has achieved an excellent outcome in Workers Compensation Insurance costs by ensuring that its operations are effectively risk managed and appropriate effort is applied to the identification, assessment and control of risks. This effort has been rewarded with a six figure annual reduction in its cost of insurance based on its improved performance.

During the period Council underwent a high pressure, but successful transition to a more supportive, cloud based, IT platform. This reasonably newly installed system is still being bedded in at the time of this report, but it has already garnered significant process improvement.

STATE OF THE SHIRE REPORT 2024



Council and Senior Staff Leadership Team During the Term



The following Councillors served during the term 2021-2024:

Popularly elected Mayor: Robert Bell

- Cr Robert Crouch (Deputy Mayor)
- Cr Tom O'Connor
- Cr Tara Toomey
- Cr Sarah Burrows
- Cr Lone Petrov
- Cr T Bower
- Cr L Doran
- Cr B McMullen



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Council wishes to particularly thank its staff, volunteers and contractors who are the heart of our work and have succeeded to deliver the most important services that our community needs and uses. We are proud of the results we have been able to achieve, and we would like to acknowledge the efforts of Council's workforce, led by the General Managers Kate Jessep 2021-2023 and Toni Averay 2023-2024), in contributing to the organisation's success.

14.6 General Practitioner Services for Uralla Shire

Department:	Corporate & Community
Prepared By:	Director Corporate & Community
Authorised By:	General Manager
Reference:	UINT/24/10634

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1. We have an accessible inclusive and sustainable community
Strategy:	1.2. A safe, active and healthy shire

SUMMARY

This report provides an update on recent efforts to secure general practitioner services for the Uralla Shire, including a replacement for Dr Riccardo Alkhour, who relocated interstate in mid-2024. Dr Riccardo has continued to provide medical care services to the residents of McMaugh Gardens Aged Care Facility while a replacement could be secured.

A Memorandum of Understanding has now been signed between Council and Dr Anitha Jandrajupall of APSK MEDICAL Pty Ltd to provide in-person and after-hours medical care to McMaugh Gardens commencing 25 November 2024, for an initial term of 12 months.

APSK MEDICAL Pty Ltd has also signed a lease arrangement for the Uralla Medical Centre. Dr Jandrajupall will deliver general practitioner services for the wider Uralla community from 2nd December 2024. This is a great outcome for the Uralla community.

RECOMMENDATION

That Council notes the update regarding GP services for Uralla and McMaugh Gardens.

REPORT

Uralla Shire Council owns and operates McMaugh Gardens Aged Care Facility (McMaugh Gardens), a small residential aged care home (36 beds) located at 39 King Street, Uralla. The facility is approved by the Commonwealth Aged Care Quality and Safety Commission and managed by a Director of Nursing, Ms Jacinta Sutherland. Medical care for the residents is currently provided by 6 general practitioners (GPs): 2 GPs from Uralla, 3 GPs from Armidale and Dr Riccardo Alkhour (Dr Riccardo) formally from Uralla.

In mid-2024 Dr Ricardo, the proprietor of Uralla Medical Centre at 22 Hill Street, Uralla, advised Council of his intentions to depart Uralla Shire. Dr Riccardo was responsible for the medical care of 20 residents at McMaugh Gardens (56% of total residents).

The departure of Dr Riccardo increased the existing under-supply of GP services for Uralla Shire. At the commencement of 2024, Uralla Shire had two GP clinics:

- The Uralla Clinic, 36 Bridge Street, Uralla – Dr Salma Husain and Dr Syed Anwar Ahsan; and
- Uralla Medical Clinic, 22 Hill Street, Uralla – Dr Riccardo Alkhour.

The departure of Dr Ricardo presented several risks to Council and the residents at McMaugh Gardens including:

- a reduction in the quality of medical care provided changing from in-person to telehealth medical consultation;
- no access to immediate medical consultation for residents, especially residents arriving for respite care as directed by their normal GP who resides outside of Uralla;
- a risk of non-compliance with legislative requirements for aged care residents for a minimum of quarterly in-person medical consultations*;
- nil or limited after-hours medical care on evenings and weekends; and
- increased risk of transfers of residents to hospital.

*(*Dr Riccardo has returned to Uralla during this interim period to comply with this requirement)*

Staff efforts to secure replacement for Dr Riccardo at McMaugh Gardens Aged Care Residential Facility

Armidale-based Medical Practice

Between June and August 2024 several discussions were held with an Armidale practice to secure short-term support to provide in-person medical care for McMaugh Gardens.

Unfortunately, these discussions ended due to the current high patient case load preventing their GPs from accepting more patients, and importantly, the inability of the GPs to provide after-hours medical care.

APSK Medical Pty Ltd

Successful discussions with Dr Anitha Jandrajupalli have resulted in a Memorandum of Understanding (signed 28 August 2024) between the Council and APSK Medical for GP services commencing 25 November 2024, for an initial term of 12 months.

It is anticipated that the term of the MOU will be extend after the initial 12-month period.

Biographical profile - Dr Jandrajupalli

Dr Anitha Jandrajupalli has extensive experience in both hospital and private practice settings. She pursued her passion to become a specialist General Practitioner and has earned her Fellowship from the Royal Australian College of General Practitioners (RACGP).

Dr Jandrajupalli graduated in 2003 from the NTR University of Health Sciences in India before relocating to Australia. In India, she gained valuable experience working in both public and private hospitals.

Upon moving to Australia, she began her medical career in Melbourne in 2013, where she accumulated extensive experience in the emergency department and other areas of medicine at various multi-specialty hospitals in Victoria.

In 2019, she relocated to the New England Region and has since been employed at the Guyra Medical Centre where she pursued her fellowship. Additionally, she has served as a Visiting Medical Officer (VMO) GP at Guyra MPS since then.

Dr Jandrajupalli's areas of special interest include:

- Paediatrics
- Women's Health, including Ante-natal Care
- Geriatrics

- Skin Care and Minor Skin Procedures
- Chronic Disease Management
- Aboriginal Health
- Preventative Health
- Mental Health
- Travel Medicine
- Holistic Patient Care

Dr Jandrajupalli's commitment to professional development is evident in her completion of several postgraduate certifications, including:

- Sydney Child Health Program (University of Sydney)
- Paediatric Advanced Practice Course (Royal Children's Hospital, Melbourne)
- FPAA National Certificate (Family Planning NSW)
- Professional Certificate in Geriatric Medicine

Dr Jandrajupalli also speaks 3 languages: English, Telugu and Hindi.

Other considerations to strengthen GP service delivery for Uralla Shire

UNE Life Healthcare: This medical centre situated in Armidale is an accredited university teaching practice providing service and support to UNE students, staff, and the wider Armidale region. Discussions have commenced between Council and UNE Life Healthcare management regarding the provision of additional GP services to the Uralla Shire. However, UNE Life have advised that addressing the current demand for GP services in the Armidale region is their key priority.

The Welcome Experience: This free concierge-like service is a new initiative for the Uralla – Armidale region and will provide targeted key workers and their families with the support they need to move into regional communities, settle in and become 'a local'. The Welcome Experience is exclusively available for Government and non-government employees in the following industries: Health / Education / Aged Care / Early Childhood / Disability Support / Emergency Services / Corrections and Justice / Child Protection and Out-of-Home Care. The service is hosted by Regional Development Australia Northern Inland (RDANI) and the Department of Primary Industries and Regional Development (DPIRD).

Council has engaged with the program officer, Katrina George, to better understand how this program can complement Council's workforce strategy for attraction and retention of staff. Several staff attended the *Welcome Experience Co-Design Workshop* 29 October 2024 to both contribute to and evaluate this initiative.

GP/Allied Health Facilities at Tablelands Community Care: Initial discussions were held with APSK Medical regarding converting unused office space into a GP/Allied Health office and renting the premises from Council as an interim option to assist in a timely solution to commence GP services in Uralla. This option was not pursued by APSK Medical; however, work is still progressing to obtain quotes for the redevelopment of a portion of the Community Care building for GP/Allied Health services.

CONCLUSION

Dr Anitha Jandrajupalli, a General Practitioner with experience working in aged care and emergency will commence medical services for both McMaugh Gardens, and the broader Uralla community from 25

November and 2 December 2024, respectively. Dr Jandrajupalli's arrival will address the gap in services create by the departure of Dr Alkhouri.

COUNCIL IMPLICATIONS

Community Engagement/Communication

McMaugh Gardens Aged Care Facility is an important community asset ensuring that there is a local provider of aged care support and care in the Uralla shire. Council's 2022-26 Delivery Program contains the following strategic actions:

- 1.4. Access to and equity of services.
- 1.4.4. Operate and maintain the McMaugh Gardens Aged Care Facility

Policy and Regulation

The provision of medical services to aged care residents is governed by the Commonwealth Aged Care Quality and Safety legislative provisions

Financial/Long Term Financial Plan

Consideration required if Tablelands Community Care premises is partially redeveloped.

With the development, we may see the introduction of additional services, including allied health professionals such as physiotherapists, psychologists, occupational therapists, speech therapists, and dietitians.

Asset Management/Asset Management Strategy

Potential implications for the re-purposing of unused space within the council premises for Tablelands Community Support.

Workforce/Workforce Management Strategy

The attraction and provision of GP services is external to the Council's Workforce Strategy.

Legal and Risk Management

Compliance with:

- the Aged Care Quality and Safety Commissions' Aged Care Quality Standards
- the new Aged Care Act, scheduled for July 2025.

Performance Measures

Operational Plan 2024-25



Aged Care Quality and Safety Commissions' Aged Care Quality Standards

Project Management

Project plan required if Tablelands Community Care premises is partially redeveloped.

14.7 Audit, Risk & Improvement Committee - Draft Terms of Reference

Department:	Corporate & Community
Prepared By:	Manager Governance and Service Centre
Authorised By:	Director Corporate & Community
Reference:	UINT/24/18576

Attachments:	1. Draft Audit, Risk and Improvement Committee (ARIC) Terms of Reference - 2024  
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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
	4.3. An efficient and effective independent local government

SUMMARY

This report presents for adoption the Office of Local Government Model Terms of Reference for Audit, Risk and Improvement Committees (ARICs) to align with the guidelines issued under section 23A of the *Local Government Act 1993*.

RECOMMENDATION

That Council adopts the attached revised Model Terms of Reference for Uralla Shire Council's Audit Risk and Improvement Committee.

REPORT

To comply with the legislative requirements, Council has established an Audit Risk and Improvement Committee (ARIC) comprising members who satisfy the independence and eligibility criteria set out in the Risk Management and Internal Audit for Local Government in NSW guidelines (Guidelines) published by the Office of Local Government.

An annual review of the ARIC Terms of Reference has been undertaken to ensure that they are consistent with the requirements of the *Local Government (General) Regulation 2021*, and the Guidelines which were revised in November 2023.

Minor amendments to the Terms of Reference have been made to refer to the new Councillor appointed to ARIC, and ensure that the ARIC Terms of Reference are consistent with the current Model Terms of Reference for audit risk and improvement committees and the revised Guidelines which are available on the *NSW Office of Local Government* website.

It is also noted that for the 2024/25 annual report, Council will be required to include a statement attesting to their compliance with the *Local Government (General) Regulation 2021* requirements that Council has a risk management framework and an internal audit function and complies with the prescribed membership requirements for ARIC.

The reviewed and revised ARIC Terms of Reference are required to be endorsed by Council.

CONCLUSION

Adoption of the revised ARIC Terms of Reference will ensure consistency with the current Model Terms of Reference and the revised Guidelines.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

No consultation is required as the changes to Council's ARIC Terms of Reference are minor in nature and are to ensure consistency with the current Model ARIC Terms of Reference and revised Guidelines.

Policy and Regulation

The *Local Government Act 1993 (NSW)* was amended in 2016 requiring Councils to appoint ARIC's.

428A Audit, Risk and Improvement Committee

(1) A Council must appoint an Audit, Risk and Improvement Committee.

(2) The Committee must keep under review the following aspects of the council's operations

- (a) compliance,
- (b) risk management,
- (c) fraud control,
- (d) financial management,
- (e) governance,
- (f) implementation of the strategic plan, delivery program and strategies,
- (g) service reviews,
- (h) collection of performance measurement data by the council,
- (i) any other matters prescribed by the regulations.

(3) The Committee is also to provide information to the council for the purpose of improving the council's performance of its functions.

Section 23A of the Local Government Act confers on the "Departmental Chief Executive" of the Office of Local Government the power to prepare, adopt and vary guidelines relating to the exercise by a Council of any of its functions.

The *Local Government (General) Amendment (Audit Risk and Improvement Committees) Regulation 2023* commenced on 1 July 2024 which set the requirements for the composition of the ARIC (s 216C), the eligibility for appointment as chairperson of ARIC (s 216D), eligibility for appointment as independent member (s 216E), persons taken not to be independent of council (s 216F), the term of office for a member of ARIC (s 216G), removal of members (s 216H), remuneration (s 216I), meetings of ARIC (s 216J), terms of reference (s 216K), assistance to ARIC (s 216L), and other matters relevant to the function and operation of ARIC.

Financial/Long Term Financial Plan

Not applicable.

Asset Management/Asset Management Strategy

Not applicable.

Workforce/Workforce Management Strategy

Not applicable.

Legal and Risk Management

Statutory requirement to adopt terms of reference consistent with the NSW *Office of Local Government* ARIC Model Terms of Reference.

Performance Measures

The draft Terms of Reference require the ARIC to undertake a self-assessment against the adopted annual and term work plans.

Project Management

Manager Governance and Service Centre



Terms of Reference ARIC Model 2024

Version 1.1

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INFORMATION ABOUT THIS DOCUMENT

Date Adopted by Council		Resolution No.	
Document Owner	Manager Governance & Service Centre		
Document Development Officers			
Review Timeframe	Annually		
Last Review Date:	April 2023	Next Scheduled Review Date	December 2024

Document History

Doc No.	Date Amended	Details
0.1	12/04/2023	Initial draft referred to executive
0.2	26/04/2023	Draft reported to Council Ordinary Meeting for adoption
1.0	26/04/2023	Resolution 27/.04/23 Adopted Terms of Reference
1.1	11/11/2024	Draft updated Terms of Reference to address new model terms of Reference

Related Legislation	Local Government Act 1993
Related Policies	USC Code of Conduct Fraud & corruption Prevention Policy Fraud & Corruption control Strategy Enterprise Risk Management Policy Internal audit charter
Related Procedures/ Protocols, Statements, documents	Statement of Business Ethics ISO3100: Risk Management Standards

Model terms of reference for local government audit, risk and improvement committees

Uralla Shire Council has established an audit, risk and improvement committee in compliance with section 428A of the *Local Government Act 1993* and the Departmental Chief Executive's *Guidelines for risk management and internal audit for local government in NSW*. These terms of reference set out the committee's objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

Objective

The objective of Uralla Shire Council's audit, risk and improvement committee is to provide independent assurance to the Council by monitoring, reviewing and providing advice about the council's governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

Independence

The committee is to be independent to ensure it has no real or perceived bias or conflicts of interest that may interfere with its ability to act independently and to provide Council with robust, objective and unbiased advice and assurance.

The committee is to have an advisory and assurance role only and is to exercise no administrative functions, delegated financial responsibilities or any management functions of the Council. The committee will provide independent advice to the Council that is informed by the Council's internal audit and risk management activities and information and advice provided by staff, relevant external bodies and subject matter experts.

The committee must always ensure it maintains a direct reporting line to and from the Council's internal audit function and act as a mechanism for internal audit to report to the governing body and the General Manager on matters affecting the performance of the internal audit function.

Authority

Council authorises the committee, for the purposes of exercising its responsibilities, to:

1. access any information it needs from the Council
2. use any Council resources it needs
3. have direct and unrestricted access to the General Manager and senior management of the Council
4. seek the General Manager's permission to meet with any other Council staff member or contractor
5. discuss any matters with the external auditor or other external parties
6. request the attendance of any employee at committee meetings, and

7. obtain external legal or other professional advice in line with Council's procurement policies and subject to prior written approval of the General Manager or Mayor.

Information and documents pertaining to the committee are confidential and are not to be made publicly available. The committee may only release Council information to external parties that are assisting the committee to fulfil its responsibilities with the approval of the General Manager, except where it is being provided to an external investigative or oversight agency for the purpose of informing that agency of a matter that may warrant its attention.

Composition and tenure

The committee consists of an independent chair and two independent members who have voting rights and one non-voting councillor representative, as required under the *Local Government (General) Regulation 2021*.

The governing body is to appoint the chair and members of the committee. Current committee members are:

Mr Stephen Coates	Independent chair (voting) Res: 27.04/23
Mr Les Hullick	Independent member (voting) Res 25.05/23
Dr Meredith Caelli	Independent member (voting) Res 25.05/23
Cr Adam Blakester	Councillor member (non-voting) Res 06.09/24

All committee members must meet the independence and eligibility criteria prescribed under the *Local Government (General) Regulation 2021*.

Members will be appointed for up to a four-year term. Members can be reappointed for up to one further term, but the total period of continuous membership cannot exceed eight years. This includes any term as chair of the committee. Members who have served an eight-year term (either as a member or as chair) must have a two-year break from serving on the committee before being appointed again. To preserve the committee's knowledge of the Council, ideally, no more than one member should retire from the committee because of rotation in any one year.

The terms and conditions of each member's appointment to the committee are to be set out in a letter of appointment. New members will be thoroughly inducted to their role and receive relevant information and briefings on their appointment to assist them to meet their responsibilities.

Prior to approving the reappointment or extension of the chair's or an independent member's term, the governing body is to undertake an assessment of the chair's or committee member's performance. Reappointment of the chair or a committee member is

also to be subject to that person still meeting the independence and eligibility requirements prescribed under the *Local Government (General) Regulation 2021*.

Members of the committee must possess and maintain a broad range of skills, knowledge and experience relevant to the operations, governance and financial management of the Council, the environment in which the Council operates, and the contribution that the committee makes to the Council. At least one member of the committee must have accounting or related financial management experience with an understanding of accounting and auditing standards in a local government environment. All members should have sufficient understanding of the Council's financial reporting responsibilities to be able to contribute to the committee's consideration of the Council's annual financial statements.

To achieve operating and cost efficiencies council has resolved to share the ARIC committee with Walcha council.

The intention is to:

1. have the same three independent members including the same chair;
2. harmonise reporting and set similar annual programs;
3. set meetings on the same day (one council in the morning, the other council in the afternoon of the same day);
4. share any travel and accommodation costs for the members;
5. each council sets the same, modest, sitting fee; however, the independent members receive total daily sitting fees for undertaking both ARIC meetings on the same day commensurate with the fees they attract at other councils; and
6. benefit from the same independent advice on risk management and improvement opportunities that have relevance for the similar size, neighbouring, councils who already have several shared services in place.

Role

As required under section 428A of the *Local Government Act 1993* (the Act), the role of the committee is to review and provide independent advice to the Council regarding the following aspects of the Council's operations:

1. compliance
2. risk management
3. fraud control
4. financial management
5. governance
6. implementation of the strategic plan, delivery program and strategies
7. service reviews
8. collection of performance measurement data by the Council, and
9. internal audit.

The committee must also provide information to the Council for the purpose of improving the Council's performance of its functions.

The committee's specific audit, risk and improvement responsibilities under section 428A of the Act are outlined in Schedule 1 to these terms of reference.

The committee will act as a forum for consideration of the Council's internal audit function and oversee its planning, monitoring and reporting to ensure it operates effectively.

The committee has no power to direct external audit or the way it is planned and undertaken but will act as a forum for the consideration of external audit findings.

The committee is directly responsible and accountable to the governing body for the exercise of its responsibilities. In carrying out its responsibilities, the committee must at all times recognise that primary responsibility for management of the Council rests with the governing body and the General Manager.

The responsibilities of the committee may be revised or expanded in consultation with, or as requested by, the governing body from time to time.

Responsibilities of members

Independent members

The chair and members of the committee are expected to understand and observe the requirements of the *Guidelines for risk management and internal audit for local government in NSW*. Members are also expected to:

1. make themselves available as required to attend and participate in meetings
2. contribute the time needed to review and understand information provided to it
3. apply good analytical skills, objectivity and judgement
4. act in the best interests of the Council
5. have the personal courage to raise and deal with tough issues, express opinions frankly, ask questions that go to the fundamental core of the issue and pursue independent lines of inquiry
6. maintain effective working relationships with the Council
7. have strong leadership qualities (Chair)
8. lead effective committee meetings (Chair), and
9. oversee the Council's internal audit function (Chair).

Councillor member

To preserve the independence of the committee, the Councillor member of the committee is a non-voting member. Their role is to:

1. relay to the committee any concerns the governing body may have regarding the Council and issues being considered by the committee

2. provide insights into local issues and the strategic priorities of the Council that would add value to the committee's consideration of agenda items
3. advise the governing body (as necessary) of the work of the committee and any issues arising from it, and
4. assist the governing body to review the performance of the committee.

Issues or information the councillor member raises with or provides to the committee must relate to the matters listed in Schedule 1 and issues being considered by the committee.

The Councillor member of the committee must conduct themselves in a non-partisan and professional manner. The Councillor member of the committee must not engage in any conduct that seeks to politicise the activities of the committee or the internal audit function or that could be seen to do so.

If the Councillor member of the committee engages in such conduct or in any other conduct that may bring the committee and its work into disrepute, the chair of the committee may recommend to the Council, that the Councillor member be removed from membership of the committee. Where the Council does not agree to the committee chair's recommendation, the Council must give reasons for its decision in writing to the chair.

Conduct

Independent committee members are required to comply with the Council's code of conduct.

Complaints alleging breaches of the Council's code of conduct by an independent committee member are to be dealt with in accordance with the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*. The General Manager must consult with the governing body before taking any disciplinary action against an independent committee member in response to a breach of the Council's code of conduct.

Conflicts of interest

Once a year, committee members must provide written declarations to the Council stating that they do not have any conflicts of interest that would preclude them from being members of the committee. Independent committee members are 'designated persons' for the purposes of the Council's code of conduct and must also complete and submit returns of their interests.

Committee members and observers must declare any pecuniary or non-pecuniary conflicts of interest they may have in a matter being considered at the meeting at the start of each meeting or as soon as they become aware of the conflict of interest. Where a committee member or observer declares a pecuniary or a significant non-pecuniary conflict of interest, they must remove themselves from committee deliberations on the issue. Details of conflicts of interest declared at meetings must be appropriately minuted.

Standards

Committee members are to conduct their work in accordance with the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors and AS ISO 31000:2018.

Work plans

The work of the committee is to be thoroughly planned and executed. The committee must develop a strategic work plan every four years to ensure that the matters listed in Schedule 1 are reviewed by the committee and considered by the internal audit function when developing their risk-based program of internal audits. The strategic work plan must be reviewed at least annually to ensure it remains appropriate.

The committee may, in consultation with the governing body, vary the strategic work plan at any time to address new or emerging risks. The governing body may also, by resolution, request the committee to approve a variation to the strategic work plan. Any decision to vary the strategic work plan must be made by the committee.

The committee must also develop an annual work plan to guide its work, and the work of the internal audit function over the forward year.

The committee may, in consultation with the governing body, vary the annual work plan to address new or emerging risks. The governing body may also, by resolution, request the committee to approve a variation to the annual work plan. Any decision to vary the annual work plan must be made by the committee.

When considering whether to vary the strategic or annual work plans, the committee must consider the impact of the variation on the internal audit function's existing workload and the completion of pre-existing priorities and activities identified under the work plan.

Assurance reporting

The committee must regularly report to the Council to ensure that it is kept informed of matters considered by the committee and any emerging issues that may influence the strategic direction of the Council or the achievement of the Council's goals and objectives.

The committee will provide an update to the governing body and the General Manager of its activities and opinions after every committee meeting.

The committee will provide an annual assessment to the governing body and the General Manager on the committee's work and its opinion on how the Council is performing.

The committee will provide a comprehensive assessment every council term of the matters listed in Schedule 1 to the governing body and the General Manager.

The committee may at any time report to the governing body or the General Manager on any other matter it deems of sufficient importance to warrant their attention. The Mayor

and the chair of the committee may also meet at any time to discuss issues relating to the work of the committee.

Should the governing body require additional information, a request for the information may be made to the chair by resolution. The chair is only required to provide the information requested by the governing body where the chair is satisfied that it is reasonably necessary for the governing body to receive the information for the purposes of performing its functions under the Local Government Act. Individual Councillors are not entitled to request or receive information from the committee.

Administrative arrangements

Meetings

The committee will meet at least four (4) times per year, including a special meeting to review the Uralla Shire Council's financial statements.

The committee can hold additional meetings when significant unexpected issues arise, or if the chair is asked to hold an additional meeting by a committee member, the General Manager or the governing body.

Committee meetings can be held in person, by telephone or videoconference. Proxies are not permitted to attend meetings if a committee member cannot attend.

A quorum will consist of a majority of independent voting members. Where the vote is tied, the chair has the casting vote.

The chair of the committee will decide the agenda for each committee meeting. Each committee meeting is to be minuted to preserve a record of the issues considered and the actions and decisions taken by the committee.

The General Manager and the head of the internal audit function should attend committee meetings as non-voting observers. The external auditor (or their representative) is to be invited to each committee meeting as an independent observer. The chair can request the Council's chief finance officer or equivalent, head of risk management function or equivalent, senior managers or equivalent, any Councillors, any employee/contractor of the council and any subject matter expert to attend committee meetings. Where requested to attend a meeting, persons must attend the meeting where possible and provide any information requested. Observers have no voting rights and can be excluded from a meeting by the chair at any time.

The committee can hold closed meetings whenever it needs to discuss confidential or sensitive issues with only voting members of the committee present.

The committee must meet separately with the General Manager with regard the internal audit program and the Council's external auditor at least once each year.

Dispute resolution

Members of the committee and the Council's management should maintain an effective working relationship and seek to resolve any differences they may have in an amicable and professional way by discussion and negotiation.

In the event of a disagreement between the committee and the General Manager or other senior managers, the dispute is to be resolved by the governing body.

Unresolved disputes regarding compliance with statutory or other requirements are to be referred to the Departmental Chief Executive in writing.

Secretariat

The General Manager will nominate a staff member to provide secretariat support to the committee. The secretariat will ensure the agenda for each meeting and supporting papers are circulated after approval from the chair at least one week before the meeting and ensure that minutes of meetings are prepared and maintained. Minutes must be approved by the chair and circulated within one week of the meeting to each member.

Resignation and dismissal of members

Where the chair or a committee member is unable to complete their term or does not intend to seek reappointment after the expiry of their term, they should give 4 weeks notice to the chair and the governing body prior to their resignation to allow the Council to ensure a smooth transition to a new chair or committee member.

The governing body can, by resolution, terminate the appointment of the chair or an independent committee member before the expiry of their term where that person has:

1. breached the council's code of conduct
2. performed unsatisfactorily or not to expectations
3. declared, or is found to be in, a position of a conflict of interest which is unresolvable
4. been declared bankrupt or found to be insolvent
5. experienced an adverse change in business status
6. been charged with a serious criminal offence
7. been proven to be in serious breach of their obligations under any legislation, or
8. experienced an adverse change in capacity or capability.

The position of a councillor member on the committee can be terminated at any time by the governing body by resolution.

Review arrangements

At least once every council term, the governing body must review or arrange for an external review of the effectiveness of the committee.

These terms of reference must be reviewed annually by the committee and once each council term by the governing body. Any substantive changes are to be approved by the governing body.

Further information

For further information on Council's audit, risk and improvement committee, contact Manager Governance & Service Centre on bdyer@uralla.nsw.gov.au or by phone 02 6778 6329

Reviewed by chair of the audit, risk and improvement committee

X

Mr Stephen Coates

Date:

Reviewed by Council in accordance with a resolution of the governing body.

x

Mayor Bell

[insert date]

Resolution reference [insert]

Next review date: [insert]

Schedule 1 – Audit, risk and improvement committee responsibilities

[Note: each council/joint organisation is to determine the responsibilities of its committee related to each matter listed in section 428A of the Local Government Act 1993 and list them in Schedule 1 to the committee's terms of reference. Suggested responsibilities are provided below and further detailed in core requirement 1 and Appendix 2 of the Guidelines for Risk Management and Internal Audit for Local Government in NSW.]

Audit**Internal audit**

1. Provide overall strategic oversight of internal audit activities
2. Act as a forum for communication between the governing body, General Manager, senior management, the internal audit function and external audit
3. Coordinate, as far as is practicable, the work programs of internal audit and other assurance and review functions
4. Review and advise the Council:
 - a) on whether the Council is providing the resources necessary to successfully deliver the internal audit function
 - b) if the Council is complying with internal audit requirements, including conformance with the International Professional Practices Framework
 - c) if the Council's internal audit charter is appropriate and whether the internal audit policies and procedures and audit/risk methodologies used by the Council are suitable
 - d) of the strategic four-year work plan and annual work plan of internal audits to be undertaken by the Council's internal audit function
 - e) if the Council's internal audit activities are effective, including the performance of the head of the internal audit function and the internal audit function
 - f) of the findings and recommendations of internal audits conducted, and corrective actions needed to address issues raised
 - g) of the implementation by the Council of these corrective actions
 - h) on the appointment of the head of the internal audit function and external providers, and
 - i) if the internal audit function is structured appropriately and has sufficient skills and expertise to meet its responsibilities

External audit

1. Act as a forum for communication between the governing body, General Manager, senior management, the internal audit function and external audit
2. Coordinate as far as is practicable, the work programs of internal audit and external audit

3. Provide input and feedback on the financial statement and performance audit coverage proposed by external audit and provide feedback on the audit services provided
4. Review all external plans and reports in respect of planned or completed audits and monitor council's implementation of audit recommendations
5. Provide advice to the governing body and/or General Manager on action taken on significant issues raised in relevant external audit reports and better practice guides

Risk

Risk management

Review and advise the Council:

1. if the Council has in place a current and appropriate risk management framework that is consistent with the Australian risk management standard
2. whether the Council is providing the resources necessary to successfully implement its risk management framework
3. whether the Council's risk management framework is adequate and effective for identifying and managing the risks the Council faces, including those associated with individual projects, programs and other activities
4. if risk management is integrated across all levels of the Council and across all processes, operations, services, decision-making, functions and reporting
5. of the adequacy of risk reports and documentation, for example, the Council's risk register and risk profile
6. whether a sound approach has been followed in developing risk management plans for major projects or undertakings
7. whether appropriate policies and procedures are in place for the management and exercise of delegations
8. if the Council has taken steps to embed a culture which is committed to ethical and lawful behaviour
9. if there is a positive risk culture within the Council and strong leadership that supports effective risk management
10. of the adequacy of staff training and induction in risk management
11. how the Council's risk management approach impacts on the Council's insurance arrangements
12. of the effectiveness of the Council's management of its assets, and
13. of the effectiveness of business continuity arrangements, including business continuity plans, disaster recovery plans and the periodic testing of these plans.

Internal controls

Review and advise the Council:

1. whether the Council's approach to maintaining an effective internal audit framework, including over external parties such as contractors and advisors, is sound and effective
2. whether the Council has in place relevant policies and procedures and that these are periodically reviewed and updated

3. whether appropriate policies and procedures are in place for the management and exercise of delegations
4. whether staff are informed of their responsibilities and processes and procedures to implement controls are complied with
5. if the Council's monitoring and review of controls is sufficient, and
6. if internal and external audit recommendations to correct internal control weaknesses are implemented appropriately

Compliance

Review and advise the Council of the adequacy and effectiveness of the Council's compliance framework, including:

1. if the Council has appropriately considered legal and compliance risks as part of the Council's risk management framework
2. how the Council manages its compliance with applicable laws, regulations, policies, procedures, codes, and contractual arrangements, and
3. whether appropriate processes are in place to assess compliance.

Fraud and corruption

Review and advise the Council of the adequacy and effectiveness of the Council's fraud and corruption prevention framework and activities, including whether the Council has appropriate processes and systems in place to capture and effectively investigate fraud-related information.

Financial management

Review and advise the Council:

1. if the Council is complying with accounting standards and external accountability requirements
2. of the appropriateness of the Council's accounting policies and disclosures
3. of the implications for the Council of the findings of external audits and performance audits and the Council's responses and implementation of recommendations
4. whether the Council's financial statement preparation procedures and timelines are sound
5. the accuracy of the Council's annual financial statements prior to external audit, including:
 - a) management compliance/representations
 - b) significant accounting and reporting issues
 - c) the methods used by the Council to account for significant or unusual transactions and areas of significant estimates or judgements
 - d) appropriate management signoff on the statements
6. if effective processes are in place to ensure financial information included in the Council's annual report is consistent with signed financial statements
7. if the Council's financial management processes are adequate

8. the adequacy of cash management policies and procedures
9. if there are adequate controls over financial processes, for example:
 - a) appropriate authorisation and approval of payments and transactions
 - b) adequate segregation of duties
 - c) timely reconciliation of accounts and balances
 - d) review of unusual and high value purchases
10. if policies and procedures for management review and consideration of the financial position and performance of the Council are adequate
11. if the Council's grants and tied funding policies and procedures are sound.

Governance

Review and advise the Council regarding its governance framework, including the Council's:

1. decision-making processes
2. implementation of governance policies and procedures
3. reporting lines and accountability
4. assignment of key roles and responsibilities
5. committee structure
6. management oversight responsibilities
7. human resources and performance management activities
8. reporting and communication activities
9. information and communications technology (ICT) governance, and
10. management and governance of the use of data, information and knowledge

Improvement

Strategic planning

Review and advise the Council:

1. of the adequacy and effectiveness of the Council's integrated, planning and reporting (IP&R) processes
2. if appropriate reporting and monitoring mechanisms are in place to measure progress against objectives, and
3. whether the Council is successfully implementing and achieving its IP&R objectives and strategies.

Service reviews and business improvement

1. Act as a forum for communication and monitoring of any audits conducted by external bodies and the implementation of corrective actions (for example, NSW government agencies, Commonwealth government agencies, insurance bodies)
2. Review and advise the Council:

- a) If the Council has robust systems to set objectives and goals to determine and deliver appropriate levels of service to the community and business performance
- b) if appropriate reporting and monitoring mechanisms are in place to measure service delivery to the community and overall performance, and
- c) how the Council can improve its service delivery and the Council's performance of its business and functions generally

Performance data and measurement

Review and advise the Council:

1. if the Council has a robust system to determine appropriate performance indicators to measure the achievement of its strategic objectives
2. if the performance indicators the Council uses are effective, and
3. of the adequacy of performance data collection and reporting.

14.8 Code of Conduct

Department:	Corporate & Community
Prepared By:	Manager Governance and Service Centre
Authorised By:	Director Corporate & Community
Reference:	UINT/24/18584

Attachments:	1. Draft - Code of Conduct  
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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

Council is required to review its adopted Code of Conduct within 12 months of each ordinary election and make such adjustments as it considers appropriate to ensure that it is consistent with the prescribed model Code of Conduct, per section 440(7) of the *Local Government Act 1993*.

Council's Manager Governance has reviewed Council's adopted Code of Conduct and has made minor amendments to the Code of Conduct to refer to the new *Local Government (General) Regulation 2021* which was made since the last review.

The revised Code of Conduct is consistent with the model Code of Conduct. The revised Code of Conduct must be adopted by Council.

It is noted that the model Code of Conduct is currently under review by the Office of Local Government. Once the revised model Code of Conduct has been released, Council's code of conduct will be reviewed to consider whether further revision is required. Any further revisions of the Code of Conduct will have to be put to Council for consideration and adoption.

RECOMMENDATION

That Council adopt the revised Code of Conduct.

REPORT

Council's adopted Code of Conduct is consistent with the model Code of Conduct which is currently available on the NSW *Office of Local Government* website.

However, the model Code of Conduct has not been updated to refer to the *Local Government (General) Regulation 2021* which was made since the last review of the model Code of Conduct.

Council is required to review its adopted Code of Conduct within 12 months of each ordinary election and make such adjustments as it considers appropriate to ensure that it is consistent with the prescribed model code of conduct, per section 440(7) of the *Local Government Act 1993*.

Council's Manager Governance has reviewed the adopted Code of Conduct and has updated the Code of Conduct so that it refers to the current regulation under the *Local Government Act 1993*.

CONCLUSION

The reviewed and revised Code of Conduct will be consistent with the requirements of s 440 of the *Local Government Act 1993* and once adopted, Council will have satisfied its obligations under this provision of the Act.

The Model Code of Conduct for Local Councils in NSW

2020

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PART 1 INTRODUCTION

This *Model Code of Conduct for Local Councils in NSW* (“the Model Code of Conduct”) is made under section 440 of the *Local Government Act 1993* (“LGA”) and the *Local Government (General) Regulation 2005* (“the Regulation”).

The Model Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council’s or joint organisation’s adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not “council officials” for the purposes of the Model Code of Conduct (eg volunteers, contractors and members of wholly advisory committees).

A council’s or joint organisation’s adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council’s or joint organisation’s adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council’s adopted code of conduct applies to, must comply with the applicable provisions of their council’s code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Failure by a member of staff to comply with a council’s code of conduct may give rise to disciplinary action.

Note: References in the Model Code of Conduct to councils are also to be taken as references to county councils and joint organisations.

Note: In adopting the Model Code of Conduct, joint organisations should adapt it to substitute the terms “board” for “council”, “chairperson” for “mayor”, “voting representative” for “councillor” and “executive officer” for “general manager”.

Note: In adopting the Model Code of Conduct, county councils should adapt it to substitute the term “chairperson” for “mayor” and “member” for “councillor”.

PART 2 DEFINITIONS

In this code the following terms have the following meanings:

administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
committee	see the definition of “council committee”
complaint	a code of conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
conduct	includes acts and omissions
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to and the council’s audit, risk and improvement committee
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a councillor who is a member of the council’s audit, risk and improvement committee
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and, for the purposes of clause 4.16, council advisers
councillor	any person elected or appointed to civic office, including the mayor and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
designated person	a person referred to in clause 4.8
election campaign	includes council, state and federal election campaigns

environmental planning instrument	has the same meaning as it has in the <i>Environmental Planning and Assessment Act 1979</i>
general manager	includes the executive officer of a joint organisation
joint organisation	a joint organisation established under section 400O of the LGA
LGA	<i>Local Government Act 1993</i>
local planning panel	a local planning panel constituted under the <i>Environmental Planning and Assessment Act 1979</i>
mayor	includes the chairperson of a county council or a joint organisation
members of staff of a council	includes members of staff of county councils and joint organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the <i>Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW</i> prescribed under the Regulation
the Regulation	the <i>Local Government (General) Regulation 2005</i>
voting representative	a voting representative of the board of a joint organisation
wholly advisory committee	a council committee that the council has not delegated any functions to

PART 3 GENERAL CONDUCT OBLIGATIONS

General conduct

- 3.1 You must not conduct yourself in a manner that:
- a) is likely to bring the council or other council officials into disrepute
 - b) is contrary to statutory requirements or the council's administrative requirements or policies
 - c) is improper or unethical
 - d) is an abuse of power
 - e) causes, comprises or involves intimidation or verbal abuse
 - f) involves the misuse of your position to obtain a private benefit
 - g) constitutes harassment or bullying behaviour under this code, or is unlawfully discriminatory.
- 3.2 You must act lawfully and honestly, and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. (*section 439*).

Fairness and equity

- 3.3 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.4 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.5 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

Harassment and discrimination

- 3.6 You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.
- 3.7 For the purposes of this code, "harassment" is any form of behaviour towards a person that:
- a) is not wanted by the person
 - b) offends, humiliates or intimidates the person, and
 - c) creates a hostile environment.

Bullying

- 3.8 You must not engage in bullying behaviour towards others.
- 3.9 For the purposes of this code, “bullying behaviour” is any behaviour in which:
- a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
 - b) the behaviour creates a risk to health and safety.
- 3.10 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:
- a) aggressive, threatening or intimidating conduct
 - b) belittling or humiliating comments
 - c) spreading malicious rumours
 - d) teasing, practical jokes or ‘initiation ceremonies’
 - e) exclusion from work-related events
 - f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
 - g) displaying offensive material
 - h) pressure to behave in an inappropriate manner.
- 3.11 Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:
- a) performance management processes
 - b) disciplinary action for misconduct
 - c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
 - d) directing a worker to perform duties in keeping with their job
 - e) maintaining reasonable workplace goals and standards
 - f) legitimately exercising a regulatory function
 - g) legitimately implementing a council policy or administrative processes.

Work health and safety

- 3.12 All council officials, including councillors, owe statutory duties under the *Work Health and Safety Act 2011* (WHS Act). You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:
- a) take reasonable care for your own health and safety
 - b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
 - c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act and any policies or procedures adopted by the council to ensure workplace health and safety
 - d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
 - e) report accidents, incidents, near misses, to the general manager or such other staff member nominated by the general manager, and take part in any incident investigations

- f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

Land use planning, development assessment and other regulatory functions

- 3.13 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.
- 3.14 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

Binding caucus votes

- 3.15 You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.
- 3.16 For the purposes of clause 3.15, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.
- 3.17 Clause 3.15 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.
- 3.18 Clause 3.15 does not apply to a decision to elect the mayor or deputy mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

Obligations in relation to meetings

- 3.19 You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.
- 3.20 You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).
- 3.21 You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.

3.22 If you are a councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:

- a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
- b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another councillor from submitting a rescission motion with respect to the same decision, or
- c) deliberately seek to impede the consideration of business at a meeting.

PART 4 PECUNIARY INTERESTS

What is a pecuniary interest?

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
- (a) your interest, or
 - (b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - (c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4 For the purposes of clause 4.3:
- (a) Your “relative” is any of the following:
 - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii) your spouse’s or de facto partner’s parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
 - (b) “de facto partner” has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):
- (a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - (b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
 - (c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

What interests do not have to be disclosed?

- 4.6 You do not have to disclose the following interests for the purposes of this Part:
- (a) your interest as an elector
 - (b) your interest as a ratepayer or person liable to pay a charge
 - (c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is

- offered to the public generally, or to a section of the public that includes persons who are not subject to this code
- (d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code
 - (e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)
 - (f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if you have been appointed to represent the organisation or group on the council committee
 - (g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
 - (h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
 - (i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
 - i) the performance by the council at the expense of your relative of any work or service in connection with roads or sanitation
 - ii) security for damage to footpaths or roads
 - iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
 - (j) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor)
 - (k) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252 of the LGA,
 - (l) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor
 - (m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person

- (n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or a council committee member
- (o) an interest arising from the appointment of a councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

4.7 For the purposes of clause 4.6, “relative” has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

What disclosures must be made by a designated person?

4.8 Designated persons include:

- (a) the general manager
- (b) other senior staff of the council for the purposes of section 332 of the LGA
- (c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person’s duty as a member of staff or delegate and the person’s private interest
- (d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council’s functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member’s duty as a member of the committee and the member’s private interest.

4.9 A designated person:

- (a) must prepare and submit written returns of interests in accordance with clauses 4.21, and
- (b) must disclose pecuniary interests in accordance with clause 4.10.

4.10 A designated person must disclose in writing to the general manager (or if the person is the general manager, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.

4.11 Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person’s salary as a member of staff, or to their other conditions of employment.

4.12 The general manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

- 4.13 A disclosure by the general manager must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council staff other than designated persons?

- 4.14 A member of staff of council, other than a designated person, must disclose in writing to their manager or the general manager the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.

- 4.15 The staff member's manager or the general manager must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council advisers?

- 4.16 A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.

- 4.17 A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

What disclosures must be made by a council committee member?

- 4.18 A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.

- 4.19 For the purposes of clause 4.18, a "council committee member" includes a member of staff of council who is a member of the committee.

What disclosures must be made by a councillor?

- 4.20 A councillor:
- (a) must prepare and submit written returns of interests in accordance with clause 4.21, and
 - (b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

Disclosure of interests in written returns

- 4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:

- (a) becoming a councillor or designated person, and
- (b) 30 June of each year, and
- (c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

- 4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:
- (a) they made and lodged a return under that clause in the preceding 3 months, or
 - (b) they have ceased to be a councillor or designated person in the preceding 3 months.
- 4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.
- 4.24 The general manager must keep a register of returns required to be made and lodged with the general manager.
- 4.25 Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.
- 4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.
- 4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

Disclosure of pecuniary interests at meetings

- 4.28 A councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.
- 4.29 The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:
- (a) at any time during which the matter is being considered or discussed by the council or committee, or
 - (b) at any time during which the council or committee is voting on any question in relation to the matter.
- 4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.
- 4.31 A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.
- 4.32 A general notice may be given to the general manager in writing by a councillor or a council committee member to the effect that the councillor or council

committee member, or the councillor's or council committee member's spouse, de facto partner or relative, is:

(a) a member of, or in the employment of, a specified company or other body, or

(b) a partner of, or in the employment of, a specified person.

Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.

4.33 A councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.

4.34 A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

4.35 Despite clause 4.29, a councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.

4.36 Clause 4.29 does not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting if:

(a) the matter is a proposal relating to:

(i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or

(ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and

(b) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and

(c) the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.

4.37 A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:

(a) be in the form set out in schedule 3 of this code and contain the information required by that form, and

(b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.

- 4.38 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
- (a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
 - (b) that it is in the interests of the electors for the area to do so.
- 4.39 A councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.

PART 5 NON-PECUNIARY CONFLICTS OF INTEREST

What is a non-pecuniary conflict of interest?

- 5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the general manager, such a disclosure is to be made to the staff member's manager. In the case of the general manager, such a disclosure is to be made to the mayor.
- 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
 - a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly

close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household

- b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
- d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
- e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
- f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.

5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:

- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
- b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.

5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.

5.12 If you are a member of staff of council other than the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the general manager, the decision on which option should be taken

to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.

- 5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

Political donations

- 5.15 Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.
- 5.16 Where you are a councillor and have received or knowingly benefitted from a reportable political donation:
- a) made by a major political donor in the previous four years, and
 - b) the major political donor has a matter before council,
- you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.
- 5.17 For the purposes of this Part:
- a) a “reportable political donation” has the same meaning as it has in section 6 of the *Electoral Funding Act 2018*
 - b) “major political donor” has the same meaning as it has in the *Electoral Funding Act 2018*.
- 5.18 Councillors should note that political donations that are not a “reportable political donation”, or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.
- 5.19 Despite clause 5.16, a councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

Loss of quorum as a result of compliance with this Part

- 5.20 A councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary

conflict of interest in the matter is permitted to participate in consideration of the matter if:

- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
- b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person's principal place of residence, and
- c) the councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.

5.21 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

5.22 Where the Minister exempts a councillor or committee member from complying with a requirement under this Part under clause 5.21, the councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Other business or employment

5.23 The general manager must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.

5.24 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the general manager in writing of the employment, work or business and the general manager has given their written approval for the staff member to engage in the employment, work or business.

5.25 The general manager may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.

5.26 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.

- 5.27 Members of staff must ensure that any outside employment, work or business they engage in will not:
- a) conflict with their official duties
 - b) involve using confidential information or council resources obtained through their work with the council including where private use is permitted
 - c) require them to work while on council duty
 - d) discredit or disadvantage the council
 - e) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

Personal dealings with council

- 5.28 You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.
- 5.29 You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.

PART 6 PERSONAL BENEFIT

- 6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.
- 6.2 A reference to a gift or benefit in this Part does not include:
- a) items with a value of \$10 or less
 - b) a political donation for the purposes of the *Electoral Funding Act 2018*
 - c) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
 - d) a benefit or facility provided by the council to an employee or councillor
 - e) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
 - f) free or subsidised meals, beverages or refreshments provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
 - i) the discussion of official business
 - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
 - iii) conferences
 - iv) council functions or events
 - v) social functions organised by groups, such as council committees and community organisations.

Gifts and benefits

- 6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.
- 6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

How are offers of gifts and benefits to be dealt with?

- 6.5 You must not:
- a) seek or accept a bribe or other improper inducement
 - b) seek gifts or benefits of any kind
 - c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
 - d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9

- e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount
 - f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer–supplier relationship with the competition organiser
 - g) personally benefit from reward points programs when purchasing on behalf of the council.
- 6.6 Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the general manager in writing. The recipient, manager, or general manager must ensure that, at a minimum, the following details are recorded in the council's gift register:
- a) the nature of the gift or benefit
 - b) the estimated monetary value of the gift or benefit
 - c) the name of the person who provided the gift or benefit, and
 - d) the date on which the gift or benefit was received.
- 6.7 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

Gifts and benefits of token value

- 6.8 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$100. They include, but are not limited to:
- a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$100
 - b) gifts of alcohol that do not exceed a value of \$100
 - c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
 - d) prizes or awards that do not exceed \$100 in value.

Gifts and benefits of more than token value

- 6.9 Gifts or benefits that exceed \$100 in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.
- 6.10 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$100, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.
- 6.11 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person

associated with that person or organisation, during the same 12-month period would exceed \$100 in value.

- 6.12 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

“Cash-like gifts”

- 6.13 For the purposes of clause 6.5(e), “cash-like gifts” include, but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

Improper and undue influence

- 6.14 You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.
- 6.15 You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

PART 7 RELATIONSHIPS BETWEEN COUNCIL OFFICIALS

Obligations of councillors and administrators

- 7.1 Each council is a body politic. The councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.
- 7.2 Councillors or administrators must not:
- a) direct council staff other than by giving appropriate direction to the general manager by way of council or committee resolution, or by the mayor or administrator exercising their functions under section 226 of the LGA
 - b) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
 - c) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the general manager
 - d) contact or issue instructions to any of the council's contractors, including the council's legal advisers, unless by the mayor or administrator exercising their functions under section 226 of the LGA.
- 7.3 Despite clause 7.2, councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

Obligations of staff

- 7.4 Under section 335 of the LGA, the role of the general manager includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.
- 7.5 Members of staff of council must:
- a) give their attention to the business of the council while on duty
 - b) ensure that their work is carried out ethically, efficiently, economically and effectively
 - c) carry out reasonable and lawful directions given by any person having authority to give such directions
 - d) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them

- e) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Inappropriate interactions

7.6 You must not engage in any of the following inappropriate interactions:

- a) councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- b) council staff approaching councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- c) subject to clause 8.6, council staff refusing to give information that is available to other councillors to a particular councillor
- d) councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
- e) councillors and administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor or administrator has a right to be heard by the panel at the meeting
- f) councillors and administrators being overbearing or threatening to council staff
- g) council staff being overbearing or threatening to councillors or administrators
- h) councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
- i) councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make
- j) council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
- k) council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals
- l) councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's general manager or, in the case of the mayor or administrator, unless they are exercising their functions under section 226 of the LGA.

PART 8 ACCESS TO INFORMATION AND COUNCIL RESOURCES

Councillor and administrator access to information

- 8.1 The general manager is responsible for ensuring that councillors and administrators can access information necessary for the performance of their official functions. The general manager and public officer are also responsible for ensuring that members of the public can access publicly available council information under the *Government Information (Public Access) Act 2009* (the GIPA Act).
- 8.2 The general manager must provide councillors and administrators with the information necessary to effectively discharge their official functions.
- 8.3 Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.
- 8.4 Members of staff of council who provide any information to a particular councillor in the performance of their official functions must also make it available to any other councillor who requests it and in accordance with council procedures.
- 8.5 Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.
- 8.6 Despite clause 8.4, councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.

Councillors and administrators to properly examine and consider information

- 8.7 Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Refusal of access to information

- 8.8 Where the general manager or public officer determine to refuse access to information requested by a councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The general manager or public officer must state the reasons for the decision if access is refused.

Use of certain council information

8.9 In regard to information obtained in your capacity as a council official, you must:

- a) subject to clause 8.14, only access council information needed for council business
- b) not use that council information for private purposes
- c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council
- d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

8.10 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.

8.11 In addition to your general obligations relating to the use of council information, you must:

- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
- b) protect confidential information
- c) only release confidential information if you have authority to do so
- d) only use confidential information for the purpose for which it is intended to be used
- e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
- f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
- g) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

Personal information

8.12 When dealing with personal information you must comply with:

- a) the *Privacy and Personal Information Protection Act 1998*
- b) the *Health Records and Information Privacy Act 2002*
- c) the Information Protection Principles and Health Privacy Principles
- d) the council's privacy management plan
- e) the Privacy Code of Practice for Local Government

Use of council resources

8.13 You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.

- 8.14 Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:
- a) the representation of members with respect to disciplinary matters
 - b) the representation of employees with respect to grievances and disputes
 - c) functions associated with the role of the local consultative committee.
- 8.15 You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.
- 8.16 You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 8.17 You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.
- 8.18 You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:
- a) for the purpose of assisting your election campaign or the election campaign of others, or
 - b) for other non-official purposes.
- 8.19 You must not convert any property of the council to your own use unless properly authorised.

Internet access

- 8.20 You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.

Council record keeping

- 8.21 You must comply with the requirements of the *State Records Act 1998* and the council's records management policy.
- 8.22 All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the *State Records Act 1998* and the council's approved records management policies and practices.
- 8.23 All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of

whether the original intention was to create the information for personal purposes.

- 8.24 You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the *State Records Act 1998*.

Councillor access to council buildings

- 8.25 Councillors and administrators are entitled to have access to the council chamber, committee room, mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the general manager.
- 8.26 Councillors and administrators must not enter staff-only areas of council buildings without the approval of the general manager (or their delegate) or as provided for in the procedures governing the interaction of councillors and council staff.
- 8.27 Councillors and administrators must ensure that when they are within a staff only area they refrain from conduct that could be perceived to improperly influence council staff decisions.

PART 9 MAINTAINING THE INTEGRITY OF THIS CODEComplaints made for an improper purpose

- 9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.
- 9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
- a) to bully, intimidate or harass another council official
 - b) to damage another council official's reputation
 - c) to obtain a political advantage
 - d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
 - e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
 - f) to avoid disciplinary action under the Procedures
 - g) to take reprisal action against a person for making a complaint alleging a breach of this code
 - h) to take reprisal action against a person for exercising a function prescribed under the Procedures
 - i) to prevent or disrupt the effective administration of this code under the Procedures.

Detrimental action

- 9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.
- 9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- 9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:
- a) injury, damage or loss
 - b) intimidation or harassment
 - c) discrimination, disadvantage or adverse treatment in relation to employment
 - d) dismissal from, or prejudice in, employment
 - e) disciplinary proceedings.

Compliance with requirements under the Procedures

- 9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- 9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral

submission invited under the Procedures will not constitute a breach of this clause.

- 9.8 You must comply with a practice ruling made by the Office under the Procedures.

Disclosure of information about the consideration of a matter under the Procedures

- 9.9 All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.

- 9.10 You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.

- 9.11 You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.

- 9.12 You must not disclose information about a complaint you have made alleging a breach of this code or any other matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.

- 9.13 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the *Public Interest Disclosures Act 1994*.

Complaints alleging a breach of this Part

- 9.14 Complaints alleging a breach of this Part by a councillor, the general manager or an administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.

- 9.15 Complaints alleging a breach of this Part by other council officials are to be managed by the general manager in accordance with the Procedures.

SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21Part 1: PreliminaryDefinitions

1. For the purposes of the schedules to this code, the following definitions apply:

address means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the councillor or designated person disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

de facto partner has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

disposition of property means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property
- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest means:

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or

- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth) in securities issued or made available by the corporation.

listed company means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

occupation includes trade, profession and vocation.

professional or business association means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money.

return date means:

- a) in the case of a return made under clause 4.21(a), the date on which a person became a councillor or designated person
- b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.21(c), the date on which the councillor or designated person became aware of the interest to be disclosed.

relative includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

2. *Interests etc. outside New South Wales:* A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.
3. *References to interests in real property:* A reference in this schedule or in schedule 2 to real property in which a councillor or designated person has an interest includes a reference to any real property situated in Australia in which the councillor or designated person has an interest.
4. *Gifts, loans etc. from related corporations:* For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods

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or services supplied, to a councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.

Part 2: Pecuniary interests to be disclosed in returns

Real property

5. A person making a return under clause 4.21 of this code must disclose:
 - a) the street address of each parcel of real property in which they had an interest on the return date, and
 - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c) the nature of the interest.
6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a councillor or designated person.
8. For the purposes of clause 5 of this schedule, “interest” includes an option to purchase.

Gifts

9. A person making a return under clause 4.21 of this code must disclose:
 - a) a description of each gift received in the period since 30 June of the previous financial year, and
 - b) the name and address of the donor of each of the gifts.
10. A gift need not be included in a return if:
 - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
 - c) the donor was a relative of the donee, or
 - d) subject to paragraph (a), it was received prior to the person becoming a councillor or designated person.
11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

12. A person making a return under clause 4.21 of this code must disclose:
 - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
 - b) the dates on which the travel was undertaken, and

- c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
13. A financial or other contribution to any travel need not be disclosed under this clause if it:
- a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
 - b) was made by a relative of the traveller, or
 - c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
 - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
 - e) was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
 - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
 - g) subject to paragraph (d) it was received prior to the person becoming a councillor or designated person.
14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

15. A person making a return under clause 4.21 of this code must disclose:
- a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
 - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
 - c) the nature of the interest, or the position held, in each of the corporations, and
 - d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
- a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
 - b) required to apply its profits or other income in promoting its objects, and
 - c) prohibited from paying any dividend to its members.
17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.

18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a councillor or designated person.

Interests as a property developer or a close associate of a property developer

19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.

20. For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the *Electoral Funding Act 2018*.

property developer has the same meaning as it has in Division 7 of Part 3 of the *Electoral Funding Act 2018*.

Positions in trade unions and professional or business associations

21. A person making a return under clause 4.21 of the code must disclose:
- a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
 - b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
 - c) a description of the position held in each of the unions and associations.
22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a councillor or designated person.

Dispositions of real property

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
25. A disposition of real property need not be disclosed if it was made prior to a person becoming a councillor or designated person.

Sources of income

26. A person making a return under clause 4.21 of this code must disclose:
- a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
 - b) each source of income received by the person in the period since 30 June of the previous financial year.
27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
- a) in relation to income from an occupation of the person:
 - (i) a description of the occupation, and
 - (ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - (iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
 - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
 - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
29. The source of any income received by the person that they ceased to receive prior to becoming a councillor or designated person need not be disclosed.
30. A fee paid to a councillor or to the mayor or deputy mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:
- a) on the return date, and
 - b) at any time in the period since 30 June of the previous financial year.
32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
33. A liability to pay a debt need not be disclosed by a person in a return if:
- a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:

- (i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
- (ii) the amounts to be paid exceeded, in the aggregate, \$500, or
- b) the person was liable to pay the debt to a relative, or
- c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
- d) in the case of a debt arising from the supply of goods or services:
 - (i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - (ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
- e) subject to paragraph (a), the debt was discharged prior to the person becoming a councillor or designated person.

Discretionary disclosures

34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS SUBMITTED UNDER CLAUSE 4.21'Disclosures by councillors and designated persons' return

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).
2. If this is the first return you have been required to lodge with the general manager after becoming a councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a councillor or designated person.
3. If you have previously lodged a return with the general manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the general manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the general manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the general manager in a register of returns. The general manager is required to table all returns at a council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.

Disclosure of pecuniary interests and other matters by [full name of councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]

[councillor's or designated person's signature]
[date]

A. Real Property

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. Sources of income

1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee

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3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

C. Gifts

Description of each gift I received at any time since 30 June	Name and address of donor
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D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
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E. Interests and positions in corporations

Name and address of each corporation in which I had an interest (if interest or held a position at the return date/at any time since 30 June)	Nature of any	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
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F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
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H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

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I. Dispositions of property

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time

2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures

SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST SUBMITTED UNDER CLAUSE 4.37

1. This form must be completed using block letters or typed.
2. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

Important information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Model Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

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Special disclosure of pecuniary interests by *[full name of councillor]*

in the matter of *[insert name of environmental planning instrument]*

which is to be considered at a meeting of the *[name of council or council committee (as the case requires)]*

to be held on the day of 20 .

Pecuniary interest	
Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)	
Relationship of identified land to the councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has an interest in the land.
Matter giving rise to pecuniary interest ¹	
Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) ² <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	

¹ Clause 4.1 of the Model Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Model Code of Conduct.

² A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in clause 4.3 of the Model Code of Conduct has a proprietary interest.

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Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor or associated person <i>[Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]</i>	

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest.]

Councillor's signature

Date

[This form is to be retained by the council's general manager and included in full in the minutes of the meeting]

14.9 Council appointment of Delegates to Bulagaranda (Mount Yarrowyck) Aboriginal Area Board of Management

Department:	Infrastructure & Development
Prepared By:	Planning Officer Strategic
Authorised By:	Acting Manager Planning Development
Reference:	UINT/24/18586

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	3.	We are good custodians of our environment
	1.	We have an accessible inclusive and sustainable community
Strategy:	3.1.	To preserve, protect and renew our beautiful natural environment
	1.3.	A diverse and creative culture that celebrates our history

SUMMARY

Council has received a request to appoint a senior staff member to the Bulagaranda (Mt Yarrowyck) Board of Management.

The lease terms intend for the appointment of Council's General Manager, or a senior member of staff with necessary skills, experience, and seniority for them to serve effectively.

Board sitting fees are payable to Council (not the Delegate).

RECOMMENDATION

That Council delegate the Director of infrastructure and Development as their appointee to Bulagaranda (Mt Yarrowyck) Aboriginal Area Board of Management, with the General Manager appointed as proxy.

REPORT

Bulagaranda (Mt Yarrowyck) Aboriginal Area celebrated a formal hand-back to Anaiwan Traditional Owners in 2022. The 586-ha area preserves several cultural sites, including rock art, and is of immense cultural significance for the Traditional Owners.

Pursuant to Part 4A of the *National Parks and Wildlife Act 1974*, this area is now leased from the Traditional Owners by Parks NSW (acting for the Minister for the Environment).

The Act makes provision for a Board of Management which includes Traditional Owners and representatives from the Local Aboriginal Land Council, Parks NSW officer, local conservationists, the Shire Council/s, and adjoining neighbours.

Council's seat on the Board is currently vacant. Officers recently met with a group of Anaiwan leaders who brought this matter to our attention:

The lease formalises a request for Council to nominate a representative from senior staff:

"Aboriginal Negotiating Panel and the Local Aboriginal Land Council (LALCs) have expressed a wish to ensure that the local government council appointee to the Board has seniority, experience and skills necessary to make them an effective member of the Board. Accordingly, all Parties intend that the nominee should be the general member or another senior staff member of the council". (Excerpt from page 21 (7.9))

Appointments to the Bulagaranda (Mt Yarrowyck) Board of Management are made by the Minister for Environment.

Council has previously delegated the General Manager to this appointment. However, as he has served in a similar function in his previous role, it is considered appropriate for Director Infrastructure and Development, Mick Raby, to represent the Council over the four-year term.

Council is also required to appoint a deputy, to which it is recommended that the General Manager, Toni Averay, be nominated as deputy.

The General Manager and Director agree to these nominations.

The former General Manager, Kate Jessep, and the former Executive Director Corporate and Community, Christine Valencius (deputy) were Council's previous delegates to the Board.

The board is required to meet a minimum of 4 times a year, most likely a Saturday, subject to determination by the board.

Sitting fees are payable to Council. Previously these fees were as follows:

- Chair – full day \$350 – half day \$175
- Members – full day \$220 – half day \$110

We are awaiting further information from NSW Parks Service as to the current sitting fees.

CONCLUSION

Uralla Shire Council participation in the Board of Management for Bulagaranda is a welcome opportunity to engage with Anaiwan people and Country, and provide input and support to the management and future planning for a significant heritage and cultural site within our Shire.

COUNCIL IMPLICATIONS

Community Engagement/Communication

The recommendation aligns with Council's imperative to open and maintain genuine lines of communication with critical community sectors.

Policy and Regulation

N/A

Financial/Long Term Financial Plan

N/A

Asset Management/Asset Management Strategy

N/A

Workforce/Workforce Management Strategy

Director Infrastructure and Development

Legal and Risk Management

N/A

Performance Measures


N/A

Project Management

N/A

14.10 Register Resolutions Actions Status as at 20 November 2024

Department: General Manager's Office**Prepared By:** Executive Assistant**Authorised By:** General Manager**Reference:** UINT/24/18538

Attachments: 1. Resolution Actions Status Report as at 20 November 2025 [↓](#) 

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 notes the Resolution Actions Status Report as at 20 November 2024.

REPORT

Following every council meeting, the resolutions of Council which require action are compiled. This document is referred to as the Resolutions Action Status Report.

The purpose of the Resolutions Action Status Report 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 Resolutions Action Status Report is presented to Council at each Ordinary Meeting.

RESOLUTION ACTIONS STATUS REPORT					Printed: 20 November 2024 4:38 PM
MEETING DATE	ITEM NO.	SUBJECT	MOTION	COMMENTS	
Council 23/11/2015	14.1	Bergen Road Land Acquisition and Exchange for Road Works	RESOLUTION 01.11/15 Moved: Cr K Ward Seconded: Cr L Cooper 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. Unanimous	18 Jul 2023 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. 06 Sep 2023 Publication of Government Gazette in Feb 2023. Solicitor following up with Surveyor for signatures, will then proceed to Deed for sign off. 11 Sep 2023 Solicitor has made contact with Surveyor - Deed of Settlement expected to progress end of September 2023 if planned meeting goes to plan. 18 Oct 2023 Contact has been made with the Solicitor - awaiting update. 13 Dec 2023 A face to face meeting in January 2024 has been requested with APJ from the GM to review what the hold up continues to be in closing this matter. 16 Jan 2024 Meeting held with solicitors resulting in , - finalising of the land registration requires signatures - GM following up on Walcha Council to support progress,, - Surveyor can then prepare for Council's signature for registration with Land Registry Services 21 Feb 2024 Solicitor is now to update the Plans in preparation for execution by USC and by owner, Once the documents are executed solicitor can lodge them with the LRS for registration and thereafter proceed with the dedication of public road to the public. 17 Apr 2024 No change since last report 07 May 2024 Contact made with Solicitor for follow on progress - awaiting response	

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	<p>28 May 2024</p> <p>Solicitor advised the finalisation of the plans with the surveyor and have now received and liaised with Walcha Council for the avoidance of any doubt regarding the small parcel of land that falls into their Shire. Written confirmation has been received from Walcha Council advising no issue with proceeding as planned. The Land Registry Services Registration is now proceeding. We await their confirmation before we can execute the documents to proceed with full registration. We expect this to happen mid July 2024.</p> <p>10 Jul 2024</p> <p>Followed up with APJ solicitors on actions to date - actively seeking Acquisition Deed to close off the matter.</p> <p>17 Jul 2024</p> <p>Solicitors met with owner to gain agreement. Plans show an area the owner is not familiar with. A further meeting will be set for Surveyor to run through the original plans and explain to the owner. We are confident this will lead to signing off on the final documents that will then be presented to Lands Registry Services. Targeting August 2024 meeting. Meeting is planned for Wed 14 August 2024.</p> <p>22 Aug 2024</p> <p>Update from APJ Law received on 22/8/24. Documents ready for execution. GM signature required to enable documents to be sent to Crown Lands for final action.</p> <p>27 Aug 2024</p> <p>Surveyor will arrange collection of the documents from Solicitor APJ office and will liaise with Crown Lands for execution to allow first title creation., Council will need to apply an exempt subdivision number under the provisions of https://legislation.nsw.gov.au/view/html/inforce/current/epi-2008-0572#sec.2.75 – 2.75 (A) – widening of a public road., Document set prior to lodgement to Crown Lands, and Land Registry Services., Simon Vivers to action</p> <p>16 Sep 2024</p> <p>Awaiting further information from Crown Lands.</p> <p>16 Oct 2024</p> <p>The LRS has confirmation that the Admin sheet does not require Crown Land approval/signature. , This means we can lodge the plan</p>	

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					<p>with the LRS, and forward their invoice to you for processing. , When the plan is registered, lot 6 will issue in the name of council, and the second schedule will include a notification stating "THE LAND ABOVE DESCRIBED IS PUBLIC ROAD". , APJ Law will then arrange the gazettal for the road closure. , When this is complete, a copy of the gazette can be lodged with an 11R Request to remove the notification from Lot 6., Lot 6 can then be transferred to Mrs Van Eyck, removing Council's name from the title (also by APJ Law).</p> <p>19 Nov 2024</p> <p>Currently awaiting Lands Registry Services approval.</p>
Council 19/12/2023	14.4	Project Updates - Public Spaces Legacy Program	<p>RESOLUTION 10.12/23</p> <p>Moved: Cr Tom O'Connor Seconded: Cr Lone Petrov</p> <p>That Council</p> <ol style="list-style-type: none"> 1. Note the update and status reports for the Rotary Park Project; the Pioneer Park Project; and the Glen Project; and 2. Ask the General Manager to circulate the 'Advertising Uralla' draft content to Councillors for their information prior to finalising for display at The Glen. <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>CARRIED 9/0</p>	<p>20 Mar 2024</p> <p>Item 2 - "Advertise Uralla' Update - This has been presented to UTEC for comment/input and is awaiting return from UTEC.</p> <p>17 Jul 2024</p> <p>USC awaiting UTEC result.</p> <p>21 Aug 2024</p> <p>Awaiting final advice from UTEC.</p> <p>16 Oct 2024</p> <p>UTEC advised at October Meeting they would review where they were up to and come back to Council.</p>	
Council 23/04/2024	14.2	Draft Policy - Keeping of Animals (Urban Areas) (2024)	<p>RESOLUTION 08.04/24</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Leanne Doran</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Endorses the Draft Policy - Keeping of Animals Policy (Urban Areas) for Public Exhibition for a period of 28 days for the purposes of receiving public submissions, subject to the following amendments: <ol style="list-style-type: none"> a) Page 5, Clause 6.5: Delete 'Construction of kennel 	<p>17 Jul 2024</p> <p>Public exhibition feedback presented to Councillor Workshop July 2024. Councils feedback from workshop currently being incorporated into the draft policy to be presented in October Meeting.</p> <p>22 Aug 2024</p> <p>Officers preparing amendments to policy for report to October Council meeting.</p> <p>16 Oct 2024</p> <p>Animal Policy amendments and work has seen the report to Council</p>	

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<div><div><div>facilities must comply with the Building Code of Australia’.</div><div>b) Insert into Part 4 ‘Statement’: Any animal housing structures shall be structurally adequate and comply with Building Code of Australia if required.</div><div>c) Delete all references to <i>Schedule 2 of the Local Government (General) Regulation 2021</i> references in the draft Policy where it relates to specific animals/birds, noting that these provisions apply as noted in Clause 5 on Page 2 of the draft Policy.</div></div><div>2. Notify the following groups of the revised policy and the opportunity to provide feedback upon commencement of Public Exhibition:<div><div>☐ Uralla & Bundarra Pony Clubs;</div><div>☐ New England Exhibition of Poultry Association;</div><div>☐ Uralla & Bundarra Showground Land Managers; and</div><div>☐ Any other group likely to be impacted by the Draft Policy.</div></div><div>3. Receives a further report following the public exhibition period subject to the receipt of submissions and/or if the draft policy is proposed to be amended.</div><div>4. Authorises the adoption of the Draft Policy - Keeping of Animals (Urban Areas) if no submissions are received, and no changes are made.</div></div><div><div>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov</div><div>Against: Tara Toomey</div></div><div>CARRIED 7/1</div></div>		

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Council 23/07/2024	15.3	Interim Kerbside Waste Collection Contract	<p>RESOLUTION 40.07/24</p> <p>Moved: Cr Sarah Burrows Seconded: Cr Leanne Doran</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Accepts the tender from JR Richards and Sons to provide kerbside waste collection in Invergowrie, Bundarra, Uralla, Kentucky, and Walcha for a period of six months and thereafter for a further six months subject to satisfactory performance. 2. Delegates authority to the General Manager to enter the Contract. 3. Notes the assessed cost of \$353,630.64 for delivering the service for the six months contract based on current hourly rate of \$184.76 and total estimated 319 hours per month. <p><u>For:</u> Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 9/0</p>	<p>21 Aug 2024</p> <p>Working on contract for Waste provider.</p> <p>04 Sep 2024</p> <p>Still working on getting a written contract in place to commence agreement</p> <p>16 Oct 2024</p> <p>1. Kerbside collection is still been done using work order numbers., 2. Consultant still working on the contract for Council., 3. MEW met with contractor (senior officer of JR Richards) and he is happy to start the contract whenever the consultant is ready with the contract for signing.</p> <p>19 Nov 2024</p> <p>Group Manager infrastructure and Manager Environment & Waste are working with the contractor to identify the specifics of the contract.</p>	
Council 23/07/2024	15.4	Proposed Purchase of Side Loader Waste Vehicle	<p>RESOLUTION 41.07/24</p> <p>Moved: Cr Tom O'Connor Seconded: Cr Leanne Doran</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Receives the contracted vehicle unless an alternative buyer can be arranged before the contracted vehicle's delivery to Council. 2. Delegates authority to the General Manager to negotiate with any party for the purposes of divesting Council of the contracted vehicle at lowest possible cost to Council. 3. If required to receive the vehicle prior to arranging an alternative buyer, delegates authority to the 	<p>22 Aug 2024</p> <p>External buyer being sought through waste management network.</p> <p>04 Sep 2024</p> <p>Supplier has alerted MEW about a potential buyer from Norther Territory but yet to make any official contact with the said potential buyer.</p> <p>16 Oct 2024</p> <p>1. Side loader has been fully paid for and stored in the warehouse of Superior Pack in Sydney., 2. A potential buyer has contacted Manager Fleet, Stores & Workshop and has been given all the necessary specifications for consideration.</p> <p>19 Nov 2024</p> <p>The waste vehicle will be subject to an open EOI process (via Pickles)</p>	

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<p>General Manager to utilise sufficient cash reserves from 23 to 26 November 2024. to acquit the purchase contract.</p> <p><u>For:</u> Crs Robert Bell, Robert Crouch, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Lone Petrov</p> <p><u>Against:</u> Crs Tim Bower and Tara Toomey</p> <p style="text-align: right;">CARRIED 7/2</p>				
Council 23/07/2024	14.4	Funding of Stage 2 Artworks - Pioneer Park	<p>RESOLUTION 28.07/24</p> <p>Moved: Cr Bruce McMullen Seconded: Cr Leanne Doran</p> <p>That Council requests the funding partner vary the Funding Agreement for the Stronger Country Communities Round 5A Grant to reallocate the available funding in accordance with the recommended SCCF Round 5A Project List in this report.</p> <p><u>For:</u> Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 9/0</p>	<p>16 Sep 2024 DID advises communication with the funding body is underway.</p> <p>19 Nov 2024 Staff have formally submitted the required variation request and supporting documentation via the funder's portal. It is expected that the funder's consideration of Council's proposal will not be completed prior to early 2025.</p>
Council 23/07/2024	15.2	The Uralla Landfill Master Plan and Residual Waste Options Assessment	<p>RESOLUTION 39.07/24</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Lone Petrov</p> <p>That Council:</p> <ol style="list-style-type: none"> Notes and receives the Talis Uralla Landfill Master Plan and the Residual Waste Options Assessment Delegates authority to the General Manager to open negotiations with both Armidale Regional Council and Tamworth Regional Council regarding future potential access to their respective landfills and the potential gate fees. Receives a future report and advice following further staff 	<p>21 Aug 2024 Officers working with key personnel in Armidale Council to identify opportunities.</p> <p>04 Sep 2024 Council officers are still working on external service providers like Armidale Regional Council or Tamworth Council on the future of our residual waste</p> <p>16 Oct 2024 1. MEW with Group Manager Infrastructure Services visited officers in Armidale Regional Council regarding on Monday 14 October 2014 regarding the possibility of Uralla using Armidale's regional landfill for residual waste disposal. It was revealed that Armidale is currently</p>

RESOLUTION ACTIONS STATUS REPORT				Printed: 20 November 2024 4:38 PM
		<p>analysis and research of the issues raised in the Talis report.</p> <ol style="list-style-type: none"> Creates a protected Waste Reserve Fund. Assesses the financial implications of the Talis report and incorporates appropriate issues into Council's Long Term Financial Plan Undertakes best-practice re-profiling at the Uralla Landfill in order to maximise the remaining life of that facility. Investigate the Curby soft plastic scheme or similar as part of the further staff analysis. Notes that community engagement and education including with schools will be an important part of any future waste management solution. <p><u>For:</u> Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p><u>Against:</u> Nil</p> <p>CARRIED 9/0</p>		
Council 22/10/2024	14.7	Draft Terms of Reference - Renewable Energy Community Benefit Community Advisory Body	<p>RESOLUTION 10.10/24</p> <p><u>Moved:</u> Cr Sarah Burrows</p> <p><u>Seconded:</u> Cr Leanne Doran</p> <p>That Council:</p> <ol style="list-style-type: none"> Delay the establishment of the Community Advisory Body until the Striking a New Deal project is substantially progressed. Review and revise the draft Terms of Reference on the basis of broader, more substantive community and stakeholder engagement as part of the Striking a New Deal project. <p><u>For:</u> Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold</p> <p><u>Against:</u> Nil</p>	<p>12 Nov 2024</p> <p>Currently reviewing subject to Striking a New Deal project outcomes.</p>

RESOLUTION ACTIONS STATUS REPORT					Printed: 20 November 2024 4:38 PM
<u>Absent:</u> Crs Robert Bell and David Mailler CARRIED 7/0					
Council 22/10/2024	14.4	Monthly Finance Report for September 2024	RESOLUTION 07.10/24 Moved: Cr Sarah Burrows Seconded: Cr Adam Blakester That Council <ol style="list-style-type: none"> Receives the attached Monthly Finance Report for September 2024, and Receive a report on the Uralla Landfill and waste strategy at the November meeting. For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold Against: Nil Absent: Crs Robert Bell and David Mailler CARRIED 7/0	20 Nov 2024 This item has been transferred and joined into the Action Item for 39.07/24, This item will be closed.	
Council 22/10/2024	14.1	State of Shire Report - End of Term 2021-2024	RESOLUTION 04.10/24 Moved: Cr Leanne Doran Seconded: Cr Jen Philp That Council <ol style="list-style-type: none"> Notes the contents of <i>The State of the Shire End of Term 2021-2024 Report</i>; and Submits the Report with the Financial Statements for the year end 2024 to the NSW Office of Local Government. For: Crs Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, Jen Philp, Kath Arnold Against: Nil Absent: Crs Robert Bell and David Mailler CARRIED 7/0	18 Nov 2024 Report has been completed and is attached to the Annual Report submitted in November Meeting.	

15 CONFIDENTIAL MATTERS

RECOMMENDATION

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 Uralla Depot Asbestos Remediation

This matter is considered to be confidential under Section 10A(2) - 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

16 COMMUNICATION OF COUNCIL DECISION

17 CONCLUSION OF MEETING