

At the close of the year the Available Working Capital of Council stood at \$1,012 million as detailed below;

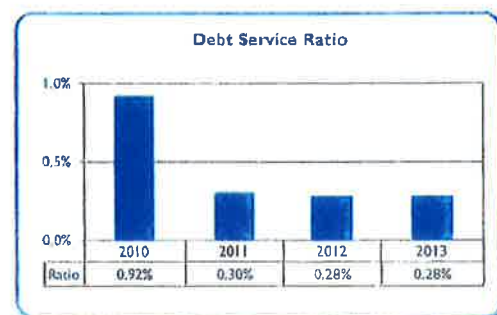
	2013	2012	Change
	\$'000	\$'000	\$'000
Net Current Assets (Working Capital) as per Accounts	17,771	20,056	(2,285)
Add: Payables, provisions & inventories not expected to be realised in the next 12 months included above	307	387	(80)
Adjusted Net Current Assets	18,078	20,443	(2,365)
Add: Budgeted & expected to pay in the next 12 months			
- Borrowings	7	37	(30)
- Employees leave entitlements	801	748	53
- Deposits & retention moneys	60	76	(16)
Less: Externally restricted assets	(7,702)	(9,889)	2,187
Less: Internally restricted assets	(10,232)	(9,400)	(832)
Available Working Capital as at 30 June	1,012	2,015	(1,003)

The balance of Available Working Capital should be at a level to manage Council's day to day operations including the financing of hard core debtors, stores and to provide a buffer against unforeseen and unbudgeted expenditures. Taking into consideration the nature and level of the internally restricted assets (Reserves) set aside we are of the opinion that Available Working Capital as at 30 June 2013 was satisfactory.

2.3 Debt

Operating revenue (excluding special purpose grants and contributions) required to service debt (loan repayments) was 0.28%.

Total debt at 30 June 2013 amounted to \$45,000.



2.4 Summary

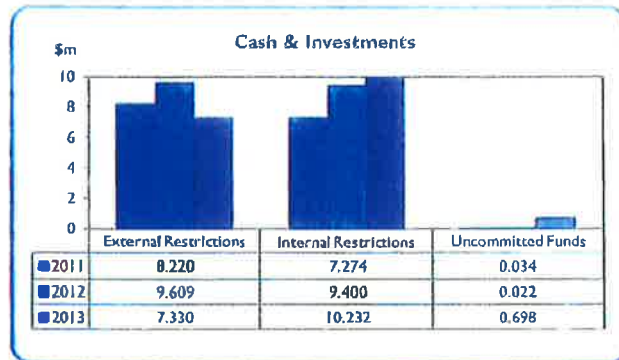
Council's overall financial position, when taking into account the above financial indicators is, in our opinion, sound.

3. CASH ASSETS

3.1 Cash & Investments

Cash and investments held at the close of the year amounted to \$18.26 million as compared with \$19.031 million and \$15.528 million at the close of financial years 2012 and 2011 respectively.

The table alongside summarises the purposes for which cash and investments were held.



Externally restricted cash and investments are restricted in their use by externally imposed requirements and consisted of unexpended grant funding (\$582,000), domestic waste management charges (\$381,000) and water and sewerage funds (\$6.367 million).

Internally restricted cash and investments have been restricted in their use by resolution or policy of Council to reflect forward plans, identified programs of works, and are, in fact, Council's "**Reserves**". These Reserves totalled \$10.232 million and their purposes are more fully disclosed in Note 6 of the financial statements.

Unrestricted cash and investments amounted to \$698,000.

3.2 Cash Flows

The Statement of Cash Flows illustrates the flow of cash moving in and out of Council during the year and reveals that cash decreased by \$771,000 to \$18.26 million at the close of the year. In addition to operating activities which contributed net cash of \$7.709 million were the proceeds from the sale of assets (\$483,000). Cash outflows other than operating activities were used to repay loans (\$37,000) and to purchase and construct assets (\$8.926 million).

4. RECEIVABLES

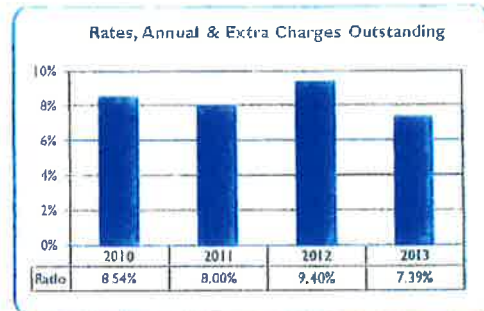
4.1 Rates & Annual Charges (excluding interest & extra charges)

Net rates and annual charges levied during the year totalled \$5.212 million and represented 26.77% of Council's total revenues. Including arrears, the total rates and annual charges collectible was \$5.662 million of which \$5.292 million (93.47%) was collected.

Hill Rogers
Spencer Steer

4.2 Rates, Annual & Extra Charges

Arrears of rates, annual & extra charges stood at \$428,000 at the end of the year and represented 7.39% of those receivables.



4.3 Other Receivables

Receivables (other than rates, annual & extra charges) totalled \$1.421 million and mainly consisted of user charges. Those considered to be uncertain of collection have been provided for as doubtful debts and this provision amounted to \$47,000.

5. PAYABLES

5.1 Employees Leave Entitlements

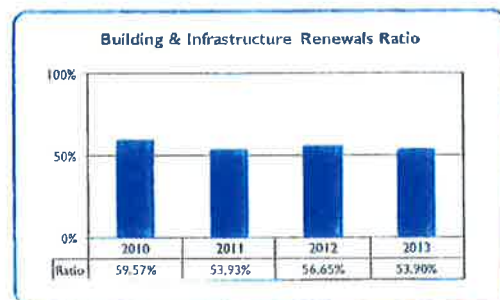
Council's provision for its liability toward employees leave entitlements and associated on costs amounted to \$1.881 million.

A cash reserve of \$755,000 was held at year end representing 40.14% of this liability and was, in our opinion, sufficient to enable Council to meet unbudgeted and unanticipated retirements.

6. BUILDING AND INFRASTRUCTURE RENEWALS

The Building and Infrastructure Renewals ratio measures the rate at which these assets are renewed against the rate at which they are depreciating.

The ratio indicates that asset renewals for 2013 represented 54% of the depreciation charges for these assets. An industry benchmark is considered to be 100%, measured annually over the long term.



Hill Rogers
Spencer Steer

7. MANAGEMENT LETTER

A letter was issued to management on 30 April 2013 addressing the findings from our interim audit and included our suggestions on possible ways to strengthen and/or improve procedures.

8. CONCLUSION

We wish to record our appreciation to your General Manager and his staff for their ready co-operation and the courtesies extended to us during the conduct of the audit.

Yours faithfully,
HILL ROGERS SPENCER STEER



GARY MOTTAU
Partner

Coonamble Shire Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2013

"Coonamble on the Castlereagh"



Coonamble Shire Council

Special Purpose Financial Statements for the financial year ended 30 June 2013

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Background

- (i) These Special Purpose Financial Statements have been prepared for the use by both Council and the Division 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 & 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 over \$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 & debt guarantee fees (where the business benefits from councils borrowing position by comparison with commercial rates).

Coonamble Shire Council

Special Purpose Financial Statements

for the financial year ended 30 June 2013

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 & Costing for Council Businesses - A Guide to Competitive Neutrality".
- The Local Government Code of Accounting Practice and Financial Reporting.
- The NSW Office of Water (Department of Environment, Climate Change and Water) Guidelines - "Best Practice Management of Water and Sewerage".

To the best of our knowledge and belief, these Financial Statements:

- Present fairly the Operating Result and Financial Position for each of Council's declared Business Activities for the year, and
- Accord with Council's accounting and other records.

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 14 August 2013.



Tom Cullen
MAYOR



Michael Webb
COUNCILLOR



Rick Warren
GENERAL MANAGER



Bruce Quarmby
RESPONSIBLE ACCOUNTING OFFICER

Coonamble Shire Council

Income Statement of Council's Water Supply Business Activity
for the financial year ended 30 June 2013

\$ '000	Actual 2013	Actual 2012
Income from continuing operations		
Access charges	197	182
User charges	497	214
Fees	6	-
Interest	197	232
Grants and contributions provided for non capital purposes	14	40
Other income	23	11
Total income from continuing operations	934	679
Expenses from continuing operations		
Employee benefits and on-costs	117	173
Materials and contracts	246	233
Depreciation and impairment	235	239
Other expenses	-	18
Total expenses from continuing operations	598	663
Surplus (deficit) from Continuing Operations before capital amounts	336	16
Grants and contributions provided for capital purposes	1,900	28
Surplus (deficit) from Continuing Operations after capital amounts	2,236	44
Surplus (deficit) from discontinued operations	-	-
Surplus (deficit) from ALL Operations before tax	2,236	44
less: Corporate Taxation Equivalent (30%) [based on result before capital]	(101)	(5)
SURPLUS (DEFICIT) AFTER TAX	2,135	39
plus Opening Retained Profits	11,601	8,499
plus/less: Prior Period Adjustments	-	3,058
plus Adjustments for amounts unpaid:		
- Taxation equivalent payments	-	-
- Debt guarantee fees	-	-
- Corporate taxation equivalent	101	5
less:		
- Tax Equivalent Dividend paid	-	-
- Surplus dividend paid	-	-
Closing Retained Profits	13,837	11,601
Return on Capital %	2.6%	0.2%
Subsidy from Council	159	229
Calculation of dividend payable:		
Surplus (deficit) after tax	2,135	39
less: Capital grants and contributions (excluding developer contributions)	(1,900)	(28)
Surplus for dividend calculation purposes	235	11
Potential Dividend calculated from surplus	118	6

Coonamble Shire Council

Income Statement of Council's Sewerage Business Activity
for the financial year ended 30 June 2013

\$ '000	Actual 2013	Actual 2012
Income from continuing operations		
Access charges	522	479
User charges	102	120
Liquid Trade Waste charges	-	-
Fees	-	-
Interest	124	131
Grants and contributions provided for non capital purposes	14	10
Profit from the sale of assets	-	-
Other income	-	8
Total income from continuing operations	762	748
Expenses from continuing operations		
Employee benefits and on-costs	133	205
Borrowing costs	3	4
Materials and contracts	266	218
Depreciation and impairment	334	379
Loss on sale of assets	-	-
Calculated taxation equivalents	-	-
Debt guarantee fee (if applicable)	-	-
Other expenses	-	3
Total expenses from continuing operations	736	809
Surplus (deficit) from Continuing Operations before capital amounts	26	(61)
Grants and contributions provided for capital purposes	-	-
Surplus (deficit) from Continuing Operations after capital amounts	26	(61)
Surplus (deficit) from discontinued operations	-	-
Surplus (deficit) from ALL Operations before tax	26	(61)
less: Corporate Taxation Equivalent (30%) [based on result before capital]	(8)	-
SURPLUS (DEFICIT) AFTER TAX	18	(61)
plus Opening Retained Profits	12,071	6,253
plus/less: Prior Period Adjustments	-	5,879
plus Adjustments for amounts unpaid:		
- Taxation equivalent payments	-	-
- Debt guarantee fees	-	-
- Corporate taxation equivalent	8	-
less:		
- Tax Equivalent Dividend paid	-	-
- Surplus dividend paid	-	-
Closing Retained Profits	12,097	12,071
Return on Capital %	0.2%	-0.5%
Subsidy from Council	446	421
Calculation of dividend payable:		
Surplus (deficit) after tax	18	(61)
less: Capital grants and contributions (excluding developer contributions)	-	-
Surplus for dividend calculation purposes	18	-
Potential Dividend calculated from surplus	9	-

Coonamble Shire Council

Income Statement of Council's Other Business Activities
for the financial year ended 30 June 2013

\$ '000	Quarry	
	Category 2	
	Actual 2013	Actual 2012
Income from continuing operations		
Access charges	-	-
User charges	1,970	1,690
Fees	-	-
Interest	-	-
Grants and contributions provided for non capital purposes	-	-
Profit from the sale of assets	-	-
Other income	-	-
Total income from continuing operations	1,970	1,690
Expenses from continuing operations		
Employee benefits and on-costs	332	257
Borrowing costs	-	-
Materials and contracts	855	939
Depreciation and impairment	112	78
Loss on sale of assets	-	-
Calculated taxation equivalents	-	-
Debt guarantee fee (if applicable)	-	-
Other expenses	-	-
Total expenses from continuing operations	1,299	1,274
Surplus (deficit) from Continuing Operations before capital amounts	671	416
Grants and contributions provided for capital purposes	-	-
Surplus (deficit) from Continuing Operations after capital amounts	671	416
Surplus (deficit) from discontinued operations	-	-
Surplus (deficit) from ALL Operations before tax	671	416
less: Corporate Taxation Equivalent (30%) [based on result before capital]	(201)	(125)
SURPLUS (DEFICIT) AFTER TAX	470	291
plus Opening Retained Profits	3,244	2,828
plus/less: Prior Period Adjustments	-	-
plus Adjustments for amounts unpaid:		
- Taxation equivalent payments	-	-
- Debt guarantee fees	-	-
- Corporate taxation equivalent	201	125
add:		
- Subsidy Paid/Contribution To Operations	-	-
less:		
- TER dividend paid	-	-
- Dividend paid	-	-
Closing Retained Profits	3,915	3,244
Return on Capital %	30.6%	38.7%
Subsidy from Council	-	-

Coonamble Shire Council

Statement of Financial Position - Council's Water Supply Business Activity
as at 30 June 2013

\$ '000	Actual 2013	Actual 2012
ASSETS		
Current Assets		
Cash and cash equivalents	2,246	4,826
Investments	-	-
Receivables	330	214
Inventories	11	13
Other	-	-
Non-current assets classified as held for sale	-	-
Total Current Assets	2,587	5,053
Non-Current Assets		
Investments	-	-
Receivables	-	-
Inventories	-	-
Infrastructure, property, plant and equipment	13,117	8,100
Investments accounted for using equity method	-	-
Investment property	-	-
Other	-	-
Total non-Current Assets	13,117	8,100
TOTAL ASSETS	15,704	13,153
LIABILITIES		
Current Liabilities		
Bank Overdraft	-	-
Payables	46	51
Interest bearing liabilities	-	-
Provisions	-	-
Total Current Liabilities	46	51
Non-Current Liabilities		
Payables	-	-
Interest bearing liabilities	-	-
Provisions	-	-
Total Non-Current Liabilities	-	-
TOTAL LIABILITIES	46	51
NET ASSETS	15,658	13,102
EQUITY		
Retained earnings	13,837	11,601
Revaluation reserves	1,821	1,501
Council equity interest	15,658	13,102
Non-controlling interest	-	-
TOTAL EQUITY	15,658	13,102

Coonamble Shire Council

Statement of Financial Position - Council's Sewerage Business Activity
as at 30 June 2013

\$ '000	Actual 2013	Actual 2012
ASSETS		
Current Assets		
Cash and cash equivalents	4,006	4,243
Investments	-	-
Receivables	120	116
Inventories	-	-
Other	-	-
Non-current assets classified as held for sale	-	-
Total Current Assets	4,126	4,359
Non-Current Assets		
Investments	-	-
Receivables	-	-
Inventories	-	-
Infrastructure, property, plant and equipment	12,591	12,000
Investments accounted for using equity method	-	-
Investment property	-	-
Other	-	-
Total non-Current Assets	12,591	12,000
TOTAL ASSETS	16,717	16,359
LIABILITIES		
Current Liabilities		
Bank Overdraft	-	-
Payables	37	5
Interest bearing liabilities	7	7
Provisions	-	-
Total Current Liabilities	44	12
Non-Current Liabilities		
Payables	-	-
Interest bearing liabilities	38	45
Provisions	-	-
Total Non-Current Liabilities	38	45
TOTAL LIABILITIES	82	57
NET ASSETS	16,635	16,302
EQUITY		
Retained earnings	12,097	12,071
Revaluation reserves	4,538	4,231
Council equity interest	16,635	16,302
Non-controlling equity interest	-	-
TOTAL EQUITY	16,635	16,302

Coonamble Shire Council

Statement of Financial Position - Council's Other Business Activities
as at 30 June 2013

\$ '000	Quarry	
	Category 2	
	Actual 2013	Actual 2012
ASSETS		
Current Assets		
Cash and cash equivalents	2,455	2,053
Investments	-	-
Receivables	158	110
Inventories	284	132
Other	-	-
Non-current assets classified as held for sale	-	-
Total Current Assets	2,897	2,295
Non-Current Assets		
Investments	-	-
Receivables	-	-
Inventories	-	-
Infrastructure, property, plant and equipment	2,196	1,076
Investments accounted for using equity method	-	-
Investment property	-	-
Other	-	-
Total Non-Current Assets	2,196	1,076
TOTAL ASSETS	5,093	3,371
LIABILITIES		
Current Liabilities		
Bank Overdraft	-	-
Payables	100	10
Interest bearing liabilities	-	-
Provisions	-	-
Total Current Liabilities	100	10
Non-Current Liabilities		
Payables	-	-
Interest bearing liabilities	-	-
Provisions	-	-
Other Liabilities	-	-
Total Non-Current Liabilities	-	-
TOTAL LIABILITIES	100	10
NET ASSETS	4,993	3,361
EQUITY		
Retained earnings	3,915	3,244
Revaluation reserves	1,078	117
Council equity interest	4,993	3,361
Non-controlling equity interest	-	-
TOTAL EQUITY	4,993	3,361

Coonamble Shire Council

Special Purpose Financial Statements for the financial year ended 30 June 2013

Contents of the Notes accompanying the Financial Statements

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2	Water Supply Business Best Practice Management disclosure requirements	13
3	Sewerage Business Best Practice Management disclosure requirements	15

Coonamble Shire Council

Notes to the Special Purpose Financial Statements

for the financial year ended 30 June 2013

Note 1. Significant Accounting Policies

These financial statements are a Special Purpose Financial Statements (SPFS) prepared for use by Council and the Division of Local Government.

For the purposes of these statements, the Council is not a reporting not-for-profit entity.

The figures presented in these special purpose financial statements, unless otherwise stated, 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) &
- Australian Accounting Interpretations.

The disclosures in these special purpose financial statements have been prepared in accordance with:

- the Local Government Act and Regulation, and
- the Local Government Code of Accounting Practice and Financial Reporting.

The statements are also prepared on an accruals basis, based on historic costs and do not take into account changing money values nor current values of non-current assets (except where specifically stated).

Certain taxes and other costs (appropriately described) have been imputed for the purposes of the National Competition Policy.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' to 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 Government Policy statement on the "Application of National Competition Policy to Local Government".

The "Pricing & Costing for Council Businesses A Guide to Competitive Neutrality" issued by the Division of Local Government in July 1997 has also been adopted.

The pricing & costing guidelines outline the process for identifying and allocating costs to activities and provide a standard of disclosure requirements.

These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents; council subsidies; return on investments (rate of return); and dividends paid.

Declared Business Activities

In accordance with *Pricing & 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)

Council does not operate any Category 1 business activities.

Category 2

(where gross operating turnover is less than \$2 million)

a. Water Supply Service

Comprising the whole of the water supply operations and net assets servicing Coonamble Shire.

b. Sewerage Service

Comprising the whole of the sewerage reticulation and treatment operations and net assets system servicing Coonamble Shire.

c. Quarry Operations

Extraction and production of road making materials.

Monetary Amounts

Amounts shown in the financial statements are in Australian currency and rounded to the nearest one thousand dollars, with the exception of some figures disclosed in Note 2 (Water Supply Best Practice Management Disclosures) and Note 3 (Sewerage Best Practice Management Disclosures).

As required by the NSW Office of Water (Department of Primary Industries) the amounts shown in Notes 2 and Note 3 are disclosed in whole dollars.

Coonamble Shire Council

Notes to the Special Purpose Financial Statements for the financial year ended 30 June 2013

Note 1. Significant Accounting Policies

(i) Taxation Equivalent Charges

Council is liable to pay various taxes and financial duties in undertaking its business activities. Where this is the case, they are disclosed in these statements as a cost of operations just like all other costs.

However, where Council is exempt from paying taxes which are generally paid by private sector businesses (such as income tax), equivalent tax payments have been applied to all Council nominated business activities and are reflected in these 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 – 30%

Land Tax – The first \$406,000 of combined land values attracts 0%. From \$406,001 to \$2,482,000 the rate is 1.6% + \$100. For the remaining combined land value that exceeds \$2,482,000, a premium marginal rate of 2.0% applies.

Payroll Tax – 5.45% on the value of taxable salaries and wages in excess of \$689,000.

In accordance with the guidelines for Best Practice Management of Water Supply and Sewerage, 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 in the Best Practice Management of Water Supply and Sewerage Guides to as a "Dividend for Taxation equivalent", may be applied for any purpose allowed under the Local Government Act, 1993.

Achievement of substantial compliance against the guidelines for Best Practice Management of Water Supply and Sewerage 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 each reported Business Activity.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account of in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level (gain/(loss) from ordinary activities before capital amounts) as would be applied by a private sector competitor – that is, it should include a provision equivalent to the corporate income tax rate, currently 30%.

Income Tax is only applied where a positive gain/(loss) from ordinary activities before capital amounts has been achieved.

Since this 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 Council's General Purpose Financial Statements.

The rate applied of 30% is the equivalent company tax rate prevalent as at balance date.

Local Government Rates & Charges

A calculation of the equivalent rates and charges payable on all Category 1 businesses has been applied to all land assets owned or exclusively used by the Business Activity.

Loan & 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 the council's borrowing rate for its business activities.

Coonamble Shire Council

Notes to the Special Purpose Financial Statements for the financial year ended 30 June 2013

Note 1. Significant Accounting Policies

(ii) 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.

Accordingly, Subsidies disclosed (in relation to National Competition Policy) represents the difference between revenue generated from 'rate of return' pricing and revenue generated from prices set by the council in any given financial year.

The overall effect of subsidies is contained within the Income Statement of each reported Business Activity.

(iii) Return on Investments (Rate of Return)

The 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".

Such funds are subsequently available for meeting commitments or financing future investment strategies.

The Rate of Return on Capital is calculated as follows:

Operating Result before Capital Income + Interest Expense

Written Down Value of I,PP&E as at 30 June

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 3.77% at 30/6/13.

The actual rate of return achieved by each Business Activity is disclosed at the foot of each respective Income Statement.

(iv) 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.

The dividend, calculated and approved in accordance with the Best Practice Management Guidelines, must not exceed either:

- (i) 50% of this surplus in any one year, or
- (ii) the number of water supply or sewerage assessments at 30 June 2013 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with the guidelines for Best Practice Management of Water Supply and Sewerage, a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the NSW Office of Water prior to making the dividend and only after it has approved the payment.

Coonamble Shire Council

Notes to the Special Purpose Financial Statements
for the financial year ended 30 June 2013Note 2. Water Supply Business
Best Practice Management disclosure requirements

Dollars Amounts shown below are in WHOLE DOLLARS (unless otherwise indicated)

2013

1. Calculation and Payment of Tax-Equivalents

[All Local Government Local Water Utilities must pay this dividend for tax-equivalents]

(i) Calculated Tax Equivalents	-
(ii) No of assessments multiplied by \$3/assessment	-
(iii) Amounts payable for Tax Equivalents [lesser of (i) and (ii)]	-
(iv) Amounts actually paid for Tax Equivalents	-

2. Dividend from Surplus

(i) 50% of Surplus before Dividends [Calculated in accordance with Best Practice Management for Water Supply and Sewerage Guidelines]	117,600
(ii) No. of assessments multiplied by \$30/assessment, less tax equivalent charges/assessment	-
(iii) Cumulative surplus before Dividends for the 3 years to 30 June 2013, less the cumulative dividends paid for the 2 years to 30 June 2012 & 30 June 2011	304,500

2013 Surplus	235,200	2012 Surplus	11,200	2011 Surplus	58,100
		2012 Dividend	-	2011 Dividend	-

(iv) Maximum dividend from surplus [least of (i), (ii) and (iii) above]	-
(v) Dividend actually paid from surplus [refer below for required pre-dividend payment Criteria]	-

3. Required outcomes for 6 Criteria

[To be eligible for the payment of a "Dividend from Surplus", ALL the Criteria below need a "YES"]

(i) Completion of Strategic Business Plan (including Financial Plan)	<input type="checkbox"/>
(ii) Full Cost Recovery, without significant cross subsidies [Refer Item 2(a) in Table 1 on page 22 of the Best Practice Guidelines]	<input type="checkbox"/>
- Complying charges [Item 2(b) in Table 1]	<input type="checkbox"/>
- DSP with Commercial Developer Charges [Item 2(e) in Table 1]	<input type="checkbox"/>
- If Dual Water Supplies, Complying Charges [Item 2(g) in Table 1]	<input type="checkbox"/>
(iii) Sound Water Conservation and Demand Management implemented	<input type="checkbox"/>
(iv) Sound Drought Management implemented	<input type="checkbox"/>
(v) Complete Performance Reporting Form (by 15 September each year)	<input type="checkbox"/>
(vi) a. Integrated Water Cycle Management Evaluation	<input type="checkbox"/>
b. Complete and implement Integrated Water Cycle Management Strategy	<input type="checkbox"/>

Coonamble Shire Council

Notes to the Special Purpose Financial Statements
for the financial year ended 30 June 2013

Note 2. Water Supply Business

Best Practice Management disclosure requirements (continued)

Dollars Amounts shown below are in WHOLE DOLLARS (unless otherwise indicated)

2013

National Water Initiative (NWI) Financial Performance Indicators

NWI F1	Total Revenue (Water) Total Income (w13) - Grants for the Acquisition of Assets (w11a) - Interest Income (w9) - Aboriginal Communities W&S Program Income (w10a)	\$'000	791
NWI F4	Revenue from Residential Usage Charges (Water) Income from Residential Usage Charges (w6b) x 100 divided by the sum of [Income from Residential Usage Charges (w6a) + Income from Residential Access Charges (w6b)]	%	72.58%
NWI F9	Written Down Replacement Cost of Fixed Assets (Water) Written down current cost of system assets (w47)	\$'000	13,117
NWI F11	Operating Cost (OMA) (Water) Management Expenses (w1) + Operational & Maintenance Expenses (w2)	\$'000	442
NWI F14	Capital Expenditure (Water) Acquisition of fixed assets (w16)	\$'000	4,932
NWI F17	Economic Real Rate of Return (Water) [Total Income (w13) - Interest Income (w9) - Grants for acquisition of assets (w11a) - Operating Costs (NWI F11) - Current Cost Depreciation (w3)] x 100 divided by [Written Down Current Cost of System Assets (w47) + Plant & Equipment (w33b)]	%	0.87%
NWI F26	Capital Works Grants (Water) Grants for the Acquisition of Assets (w11a)	\$'000	1,900

- Notes:
- References to w (eg. w12) refer to item numbers within Special Schedules No. 3 & 4 of Council's Annual Financial Statements.
 - The NWI Performance Indicators are based upon the National Performance Framework Handbook for Urban Performance Reporting Indicators & Definitions.

Coonamble Shire Council

Notes to the Special Purpose Financial Statements
for the financial year ended 30 June 2013

Note 3. Sewerage Business
Best Practice Management disclosure requirements

Dollars Amounts shown below are in WHOLE DOLLARS (unless otherwise indicated) 2013

1. Calculation and Payment of Tax-Equivalents

[All Local Government Local Water Utilities must pay this dividend for tax-equivalents]

(i) Calculated Tax Equivalents	<input type="text" value="-"/>
(ii) No of assessments multiplied by \$3/assessment	<input type="text" value="8,073"/>
(iii) Amounts payable for Tax Equivalents [lesser of (i) and (ii)]	<input type="text" value="-"/>
(iv) Amounts actually paid for Tax Equivalents	<input type="text" value="-"/>

2. Dividend from Surplus

(i) 50% of Surplus before Dividends [Calculated in accordance with Best Practice Management for Water Supply and Sewerage Guidelines]	<input type="text" value="9,100"/>												
(ii) No. of assessments x (\$30 less tax equivalent charges per assessment)	<input type="text" value="80,730"/>												
(iii) Cumulative surplus before dividends for the 3 years to 30 June 2013, less the cumulative dividends paid for the 2 years to 30 June 2012 & 30 June 2011	<input type="text" value="(174,800)"/>												
<table border="0" style="width: 100%;"> <tr> <td style="width: 25%;">2013 Surplus</td> <td style="width: 25%; text-align: right;"><input type="text" value="18,200"/></td> <td style="width: 25%;">2012 Surplus</td> <td style="width: 25%; text-align: right;"><input type="text" value="(61,000)"/></td> <td style="width: 25%;">2011 Surplus</td> <td style="width: 25%; text-align: right;"><input type="text" value="(132,000)"/></td> </tr> <tr> <td></td> <td></td> <td>2012 Dividend</td> <td style="text-align: right;"><input type="text" value="-"/></td> <td>2011 Dividend</td> <td style="text-align: right;"><input type="text" value="-"/></td> </tr> </table>	2013 Surplus	<input type="text" value="18,200"/>	2012 Surplus	<input type="text" value="(61,000)"/>	2011 Surplus	<input type="text" value="(132,000)"/>			2012 Dividend	<input type="text" value="-"/>	2011 Dividend	<input type="text" value="-"/>	
2013 Surplus	<input type="text" value="18,200"/>	2012 Surplus	<input type="text" value="(61,000)"/>	2011 Surplus	<input type="text" value="(132,000)"/>								
		2012 Dividend	<input type="text" value="-"/>	2011 Dividend	<input type="text" value="-"/>								
(iv) Maximum dividend from surplus [least of (i), (ii) and (iii) above]	<input type="text" value="n/a"/>												
(v) Dividend actually paid from surplus [refer below for required pre-dividend payment Criteria]	<input type="text" value=""/>												

3. Required outcomes for 4 Criteria

[To be eligible for the payment of a "Dividend from Surplus", ALL the Criteria below need a "YES"]

(i) Completion of Strategic Business Plan (including Financial Plan)	<input type="text" value=""/>
(ii) Pricing with full cost-recovery, without significant cross subsidies [Refer Item 2(a) in Table 1 on page 22 of the Best Practice Guidelines]	<input type="text" value=""/>
Complying charges	<input type="text" value=""/>
(a) Residential [Item 2(c) in Table 1]	<input type="text" value=""/>
(b) Non Residential [Item 2(c) in Table 1]	<input type="text" value=""/>
(c) Trade Waste [Item 2(d) in Table 1]	<input type="text" value=""/>
DSP with Commercial Developer Charges [Item 2(e) in Table 1]	<input type="text" value=""/>
Liquid Trade Waste Approvals & Policy [Item 2(f) in Table 1]	<input type="text" value=""/>
(iii) Complete Performance Reporting Form (by 15 September each year)	<input type="text" value=""/>
(iv) a. Integrated Water Cycle Management Evaluation	<input type="text" value=""/>
b. Complete and implement Integrated Water Cycle Management Strategy	<input type="text" value=""/>

Coonamble Shire Council

Notes to the Special Purpose Financial Statements
for the financial year ended 30 June 2013Note 3. Sewerage Business
Best Practice Management disclosure requirements (continued)

Dollars Amounts shown below are in WHOLE DOLLARS (unless otherwise indicated)

2013

National Water Initiative (NWI) Financial Performance Indicators

NWI F2	Total Revenue (Sewerage) Total Income (s14) - Grants for Acquisition of Assets (s12a) - Interest Income (s10) - Aboriginal Communities W&S Program Income (w10a)	\$'000	661
NWI F10	Written Down Replacement Cost of Fixed Assets (Sewerage) Written down current cost of system assets (s48)	\$'000	12,591
NWI F12	Operating Cost (Sewerage) Management Expenses (s1) + Operational & Maintenance Expenses (s2)	\$'000	456
NWI F15	Capital Expenditure (Sewerage) Acquisition of Fixed Assets (s17)	\$'000	-
NWI F18	Economic Real Rate of Return (Sewerage) [Total Income (s14) - Interest Income (s10) - Grants for acquisition of Assets (s12a) - Operating cost (NWI F12) - Current cost depreciation (s3)] x 100 divided by [Written down current cost (ie. WDCC) of System Assets (s48) + Plant & Equipment (s34b)]	%	-1.03%
NWI F27	Capital Works Grants (Sewerage) Grants for the Acquisition of Assets (12a)	\$'000	-

National Water Initiative (NWI) Financial Performance Indicators
Water & Sewer (combined)

NWI F3	Total Income (Water & Sewerage) Total Income (w13 + s14) + Gain/Loss on disposal of assets (w14 + s15) minus Grants for acquisition of assets (w11a + s12a) - Interest Income (w9 + s10)	\$'000	1,452
NWI F8	Revenue from Community Service Obligations (Water & Sewerage) Community Service Obligations (NWI F25) x 100 divided by Total Income (NWI F3)	%	1.92%
NWI F16	Capital Expenditure (Water & Sewerage) Acquisition of Fixed Assets (w16 + s17)	\$'000	4,932
NWI F19	Economic Real Rate of Return (Water & Sewerage) [Total Income (w13 + s14) - Interest Income (w9 + s10) - Grants for acquisition of assets (w11a + s12a) - Operating Cost (NWI F11 + NWI F12) - Current cost depreciation (w3 + s3)] x 100 divided by [Written down replacement cost of fixed assets (NWI F9 + NWI F10) + Plant & equipment (w33b + s34b)]	%	-0.06%
NWI F20	Dividend (Water & Sewerage) Dividend paid from surplus (2(v) of Note 2 + 2(v) of Note 3)	\$'000	-
NWI F21	Dividend Payout Ratio (Water & Sewerage) Dividend (NWI F20) x 100 divided by Net Profit after tax (NWI F24)	%	0.00%

Coonamble Shire Council

Notes to the Special Purpose Financial Statements
for the financial year ended 30 June 2013

Note 3. Sewerage Business

Best Practice Management disclosure requirements (continued)

Dollars Amounts shown below are in WHOLE DOLLARS (unless otherwise indicated)

2013

National Water Initiative (NWI) Financial Performance Indicators
Water & Sewer (combined)

NWI F22	Net Debt to Equity (Water & Sewerage) Overdraft (w36 + s37) + Borrowings (w38 + s39) - Cash & Investments (w30 + s31) x 100 divided by [Total Assets (w35 + s36) - Total Liabilities (w40 + s41)]	%	-19.50%
NWI F23	Interest Cover (Water & Sewerage) Earnings before Interest & Tax (EBIT) divided by Net Interest Earnings before Interest & Tax (EBIT): - 15 Operating Result (w15a + s16a) + Interest expense (w4a + s4a) - Interest Income (w9 + s10) - Gain/Loss on disposal of assets (w14 + s15) + Miscellaneous Expenses (w4b + w4c + s4b + s4c) Net Interest: - 370 Interest Expense (w4a + s4a) - Interest Income (w9 + s10)		-
NWI F24	Net Profit After Tax (Water & Sewerage) Surplus before dividends (w15a + s16a) - Tax equivalents paid (Note 2-1(iv) + Note 3-1(iv))	\$'000	339
NWI F25	Community Service Obligations (Water & Sewerage) Grants for Pensioner Rebates (w11b + s12b)	\$'000	28

- Notes:
1. References to w (eg. s12) refer to item numbers within Special Schedules No. 5 & 6 of Council's Annual Financial Statements.
 2. The NWI Performance Indicators are based upon the National Performance Framework Handbook for Urban Performance Reporting Indicators & Definitions.

Hill Rogers
Spencer Steer

COONAMBLE SHIRE COUNCIL

SPECIAL PURPOSE FINANCIAL STATEMENTS

INDEPENDENT AUDITORS' REPORT

REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying *special purpose financial statements* of **Coonamble Shire Council**, which comprises the Statement of Financial Position as at 30 June 2013, Income Statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the Statement by Councillors and Management.

Responsibility of Council for the Financial Statements

The Council is responsible for the preparation and fair presentation of the financial statements in accordance with the Local Government Act 1993 and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial statements, are appropriate to meet the financial reporting requirements of the Division of Local Government. This responsibility includes the maintenance of adequate accounting records and internal controls designed to prevent and detect fraud and error; designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditors' Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial statements.

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ABN 56 435 338 966

Our audit did not involve an analysis of the prudence of business decisions made by Council or management.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Auditor's Opinion

In our opinion, the special purpose financial statements of the Council are presented fairly in accordance with the requirements of those applicable Accounting Standards detailed in Note 1 and the Local Government Code of Accounting Practice and Financial Reporting.

Basis of Accounting

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the financial reporting requirements of the Division of Local Government. As a result, the financial statements may not be suitable for another purpose.

HILL ROGERS SPENCER STEER



Gary Mottau
Partner

Dated at Sydney this 31st day of October 2013

Coonamble Shire Council

SPECIAL SCHEDULES
for the year ended 30 June 2013

"Coonamble on the Castlereagh"



Coonamble Shire Council

Special Schedules

for the financial year ended 30 June 2013

Contents		Page
Special Schedules¹		
- Special Schedule No. 1	Net Cost of Services	2
- Special Schedule No. 2(a)	Statement of Long Term Debt (all purposes)	4
- Special Schedule No. 2(b)	Statement of Internal Loans (Sect. 410(3) LGA 1993)	5
- Special Schedule No. 3	Water Supply - Income Statement	6
- Special Schedule No. 4	Water Supply - Statement of Financial Position	10
- Special Schedule No. 5	Sewerage Service - Income Statement	11
- Special Schedule No. 6	Sewerage Service - Statement of Financial Position	15
- Notes to Special Schedules No. 3 & 5		16
- Special Schedule No. 7	Condition of Public Works	17
- Special Schedule No. 8	Financial Projections	20

¹ Special Purpose Schedules are not audited.

Background

(i) These Special Schedules have been designed to meet the requirements of special purpose users such as;

- the NSW Grants Commission
- the Australian Bureau of Statistics (ABS),
- the NSW Office of Water,
- the Department of Environment, Climate Change and Water, and
- the Division of Local Government (DLG).

(ii) The financial data is collected for various uses including;

- the allocation of Financial Assistance Grants,
- the incorporation of Local Government financial figures in national statistics,
- the monitoring of loan approvals,
- the allocation of borrowing rights, and
- the monitoring of the financial activities of specific services

Coonamble Shire Council

Special Schedule No. 1 - Net Cost of Services
 for the financial year ended 30 June 2013

\$'000

Function or Activity	Expenses from Continuing Operations.	Income from continuing operations		Net Cost. of Services.
		Non Capital.	Capital.	
Governance	165	-	-	(165)
Administration	3,639	330	-	(3,309)
Public Order and Safety				
Fire Service Levy, Fire Protection, Emergency Services	432	26	-	(406)
Beach Control	-	-	-	-
Enforcement of Local Govt. Regulations	-	-	-	-
Animal Control	120	20	-	(100)
Other	13	-	-	(13)
Total Public Order & Safety	565	46	-	(519)
Health	250	2	-	(248)
Environment				
Noxious Plants and Insect/Vermin Control	93	-	-	(93)
Other Environmental Protection	26	14	-	(12)
Solid Waste Management	361	479	-	118
Street Cleaning	329	-	-	(329)
Drainage	20	-	-	(20)
Stormwater Management	4	-	-	(4)
Total Environment	833	493	-	(340)
Community Services and Education				
Administration & Education	3	-	-	(3)
Social Protection (Welfare)	187	93	-	(94)
Aged Persons and Disabled	13	-	-	(13)
Children's Services	34	24	-	(10)
Total Community Services & Education	237	117	-	(120)
Housing and Community Amenities				
Public Cemeteries	65	55	-	(10)
Public Conveniences	27	-	-	(27)
Street Lighting	108	31	-	(77)
Town Planning	21	61	-	40
Other Community Amenities	94	43	-	(51)
Total Housing and Community Amenities	315	190	-	(125)
Water Supplies	693	984	1,900	2,191
Sewerage Services	790	838	-	48

Coonamble Shire Council

Special Schedule No. 1 - Net Cost of Services (continued)

for the financial year ended 30 June 2013

Function or Activity	Expenses from Continuing Operations.	Income from continuing operations		Net Cost. of Services.
		Non Capital.	Capital.	
Recreation and Culture				
Public Libraries	236	118	-	(118)
Museums	26	1	-	(25)
Art Galleries	-	-	-	-
Community Centres and Halls	63	-	-	(63)
Performing Arts Venues	-	-	-	-
Other Performing Arts	-	-	-	-
Other Cultural Services	24	-	-	(24)
Sporting Grounds and Venues	480	18	-	(462)
Swimming Pools	530	42	-	(488)
Parks & Gardens (Lakes)	379	-	-	(379)
Other Sport and Recreation	20	-	-	(20)
Total Recreation and Culture	1,758	179	-	(1,579)
Fuel & Energy	-	-	-	-
Agriculture	10	7	-	(3)
Mining, Manufacturing and Construction				
Building Control	-	-	-	-
Other Mining, Manufacturing & Construction	746	1,970	-	1,224
Total Mining, Manufacturing and Const.	746	1,970	-	1,224
Transport and Communication				
Urban Roads (UR) - Local	441	-	-	(441)
Urban Roads - Regional	-	-	-	-
Sealed Rural Roads (SRR) - Local	1,209	567	-	(642)
Sealed Rural Roads (SRR) - Regional	2,077	1,299	-	(778)
Unsealed Rural Roads (URR) - Local	710	-	-	(710)
Unsealed Rural Roads (URR) - Regional	64	-	-	(64)
Bridges on UR - Local	-	-	-	-
Bridges on SRR - Local	92	-	-	(92)
Bridges on URR - Local	26	-	-	(26)
Bridges on Regional Roads	61	-	-	(61)
Parking Areas	3	-	-	(3)
Footpaths	235	-	-	(235)
Aerodromes	83	11	-	(72)
Other Transport & Communication	2,223	2,590	-	367
Total Transport and Communication	7,224	4,467	-	(2,757)
Economic Affairs				
Camping Areas & Caravan Parks	11	9	-	(2)
Other Economic Affairs	775	260	-	(515)
Total Economic Affairs	786	269	-	(517)
Totals – Functions	18,011	9,892	1,900	(6,219)
General Purpose Revenues⁽²⁾		7,673		7,673
Share of interests - joint ventures & associates using the equity method	-	3		3
NET OPERATING RESULT⁽¹⁾	18,011	17,568	1,900	1,457

(1) As reported in the Income Statement

(2) Includes: Rates & Annual Charges (incl Ex Gratia, excl Water & Sewer), Non Capital General Purpose Grants, Interest on Investments (excl Ext Restricted Assets) & Interest on overdue Rates & Annual Charges

Coonamble Shire Council

Special Schedule No. 2(a) - Statement of Long Term Debt (all purpose)
for the financial year ended 30 June 2013

\$'000

Classification of Debt	Principal outstanding at beginning of the year		New Loans raised during the year	Debt redemption during the year		Transfers to Sinking Funds	Interest applicable for Year	Principal outstanding at the end of the year	
	Current	Non Current		From Revenue	Sinking Funds			Current	Non Current
Loans (by Source)									
Commonwealth Government	-	-	-	-	-	-	-	-	-
Treasury Corporation	-	-	-	-	-	-	-	-	-
Other State Government	-	-	-	-	-	-	-	-	-
Public Subscription	-	-	-	-	-	-	-	-	-
Financial Institutions	37	45	82	37	-	-	6	7	38
Other	-	-	-	-	-	-	-	-	-
Total Loans	37	45	82	37	-	-	6	7	38
Other Long Term Debt									
Ratepayer's Advances	-	-	-	-	-	-	-	-	-
Government Advances	-	-	-	-	-	-	-	-	-
Finance Leases	-	-	-	-	-	-	-	-	-
Deferred Payments	-	-	-	-	-	-	-	-	-
Total Long Term Debt	-	-	-	-	-	-	-	-	-
Total Debt	37	45	82	37	-	-	6	7	38

Notes: Excludes (i) Internal Loans & (ii) Principal Inflows/Outflows relating to Loan Re-Financing.

This Schedule is prepared using the face value of debt obligations, rather than fair value (which are reported in the GPFs).

Coonamble Shire Council

Special Schedule No. 2(b) - Statement of Internal Loans [Section 410(3) LGA 1993]
for the financial year ended 30 June 2013

\$'000

Summary of Internal Loans

Borrower (by purpose)	Amount originally raised	Total repaid during the year (Principal & Interest)	Principal Outstanding at end of year
General	1,600	281	524
Water			
Sewer			
Domestic Waste Management			
Gas			
Other			
Totals	1,600	281	524

Note: The summary of Internal Loans (above) represents the total of Council's Internal Loans categorised according to the borrower.

Details of Individual Internal Loans

Borrower (by purpose)	Lender (by purpose)	Date of Minister's Approval	Date Raised	Term (years)	Dates of Maturity	Rate of Interest	Amount Originally raised (Princ. & Int.)	Total repaid during year (Princ. & Int.)	Principal Outstanding at end of year
General Fund	Coonamble Sewer Fund	05/02/09	30/06/09	7	30/06/16	6.00%	1,600	281	524
Totals							1,600	281	524

Coonamble Shire Council

Special Schedule No. 3 - Water Supply Income Statement

Includes ALL INTERNAL TRANSACTIONS, ie. prepared on a Gross Basis.
for the financial year ended 30 June 2013

\$'000	Actuals 2013	Actuals 2012
A Expenses and Income Expenses		
1. Management expenses		
a. Administration	61	61
b. Engineering and Supervision	43	60
2. Operation and Maintenance expenses		
- Dams & Weirs		
a. Operation expenses	-	-
b. Maintenance expenses	-	-
- Mains		
c. Operation expenses	-	-
d. Maintenance expenses	107	87
- Reservoirs		
e. Operation expenses	-	-
f. Maintenance expenses	37	28
- Pumping Stations		
g. Operation expenses (excluding energy costs)	-	-
h. Energy costs	91	58
i. Maintenance expenses	68	49
- Treatment		
j. Operation expenses (excluding chemical costs)	-	-
k. Chemical costs	-	-
l. Maintenance expenses	-	-
- Other		
m. Operation expenses	23	29
n. Maintenance expenses	13	34
o. Purchase of water	-	-
3. Depreciation expenses		
a. System assets	235	239
b. Plant and equipment	-	-
4. Miscellaneous expenses		
a. Interest expenses	-	-
b. Revaluation Decrements	-	-
c. Other expenses	16	18
d. Impairment - System assets	-	-
e. Impairment - Plant and equipment	-	-
f. Aboriginal Communities Water & Sewerage Program	-	-
g. Tax Equivalents Dividends (actually paid)	-	-
5. Total expenses	693	663

Coonamble Shire Council

Special Schedule No. 3 - Water Supply Income Statement (continued)

Includes ALL INTERNAL TRANSACTIONS, ie. prepared on a Gross Basis.
for the financial year ended 30 June 2013

\$'000	Actuals 2013	Actuals 2012
Income		
6. Residential charges		
a. Access (including rates)	205	189
b. Usage charges	543	260
7. Non-residential charges		
a. Access (including rates)	-	-
b. Usage charges	-	-
8. Extra charges	4	4
9. Interest income	193	228
10. Other income	26	11
10a. Aboriginal Communities Water and Sewerage Program	-	-
11. Grants		
a. Grants for acquisition of assets	1,900	28
b. Grants for pensioner rebates	14	10
c. Other grants	-	30
12. Contributions		
a. Developer charges	-	-
b. Developer provided assets	-	-
c. Other contributions	-	-
13. Total income	2,884	760
14. Gain (or loss) on disposal of assets	-	-
15. Operating Result	2,191	97
15a. Operating Result (less grants for acquisition of assets)	291	69

Coonamble Shire Council

Special Schedule No. 3 - Water Supply Income Statement (continued)

Includes ALL INTERNAL TRANSACTIONS, ie. prepared on a Gross Basis.
for the financial year ended 30 June 2013

\$'000	Actuals 2013	Actuals 2012
B Capital transactions		
Non-operating expenditures		
16. Acquisition of Fixed Assets		
a. New Assets for Improved Standards	-	-
b. New Assets for Growth	4,805	324
c. Renewals	127	37
d. Plant and equipment	-	-
17. Repayment of debt		
a. Loans	-	-
b. Advances	-	-
c. Finance leases	-	-
18. Transfer to sinking fund	-	-
19. Totals	4,932	361
Non-operating funds employed		
20. Proceeds from disposal of assets	-	-
21. Borrowing utilised		
a. Loans	-	-
b. Advances	-	-
c. Finance leases	-	-
22. Transfer from sinking fund	-	-
23. Totals	-	-
C Rates and charges		
24. Number of assessments		
a. Residential (occupied)	1,291	1,294
b. Residential (unoccupied, ie. vacant lot)	125	148
c. Non-residential (occupied)	191	214
d. Non-residential (unoccupied, ie. vacant lot)	54	3
25. Number of ETs for which developer charges were received	- ET	- ET
26. Total amount of pensioner rebates (actual dollars)	\$ 14,321	\$ 10,074

Coonamble Shire Council

Special Schedule No. 3 - Water Supply Cross Subsidies
for the financial year ended 30 June 2013

\$'000	Yes	No	Amount
D Best practice annual charges and developer charges*			
27. Annual charges			
a. Does Council have best-practice water supply annual charges and usage charges*?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, go to 28a.			
If No, please report if council has removed land value from access charges (ie rates)?			
	<input type="checkbox"/>	<input type="checkbox"/>	
NB. Such charges for both residential customers and non-residential customers comply with section 3.2 of Water Supply, Sewerage and Trade Waste Pricing Guidelines, NSW Office of Water, December, 2002. Such charges do not involve significant cross subsidies.			
b. Cross-subsidy from residential customers using less than allowance (page 25 of Guidelines)			<input type="text"/>
c. Cross-subsidy to non-residential customers (page 24 of Guidelines)			<input type="text"/>
d. Cross-subsidy to large connections in unmetered supplies (page 26 of Guidelines)			<input type="text"/>
28. Developer charges			
a. Has council completed a water supply Development Servicing** Plan?	<input type="checkbox"/>	<input type="checkbox"/> No	
b. Total cross-subsidy in water supply developer charges for 2012/13 (page 47 of Guidelines)			<input type="text"/>
** In accordance with page 9 of Developer Charges Guidelines for Water Supply, Sewerage and Stormwater, NSW Office of Water, December, 2002.			
29. Disclosure of cross-subsidies			
Total of cross-subsidies (27b +27c + 27d + 28b)			<input type="text"/>

* Councils which have not yet implemented best practice water supply pricing should disclose cross-subsidies in items 27b, 27c and 27d above.

However, disclosure of cross-subsidies is **not** required where a Council has implemented best practice pricing and is phasing in such pricing over a period of 3 years.

Coonamble Shire Council

Special Schedule No. 4 - Water Supply Statement of Financial Position

Includes INTERNAL TRANSACTIONS, ie. prepared on a Gross Basis.
as at 30 June 2013

\$'000	Actuals Current	Actuals Non Current	Actuals Total
ASSETS			
30. Cash and investments			
a. Developer charges	-	-	-
b. Special purpose grants	-	-	-
c. Accrued leave	-	-	-
d. Unexpended loans	-	-	-
e. Sinking fund	-	-	-
f. Other	2,257	-	2,257
31. Receivables			
a. Specific purpose grants	2	-	2
b. Rates and Availability Charges	133	-	133
c. User Charges	-	-	-
d. Other	195	-	195
32. Inventories	11	-	11
33. Property, plant and equipment			
a. System assets	-	13,117	13,117
b. Plant and equipment	-	-	-
34. Other assets	-	-	-
35. Total assets	2,598	13,117	15,715
LIABILITIES			
36. Bank overdraft	-	-	-
37. Creditors	46	-	46
38. Borrowings			
a. Loans	-	-	-
b. Advances	-	-	-
c. Finance leases	-	-	-
39. Provisions			
a. Tax equivalents	-	-	-
b. Dividend	-	-	-
c. Other	-	-	-
40. Total liabilities	46	-	46
41. NET ASSETS COMMITTED	2,552	13,117	15,669
EQUITY			
42. Accumulated surplus			13,848
43. Asset revaluation reserve			1,821
44. TOTAL EQUITY			15,669
Note to system assets:			
45. Current replacement cost of system assets			19,405
46. Accumulated current cost depreciation of system assets			(6,288)
47. Written down current cost of system assets			13,117

Coonamble Shire Council

Special Schedule No. 5 - Sewerage Service Income Statement

Includes ALL INTERNAL TRANSACTIONS, ie. prepared on a Gross Basis.
for the financial year ended 30 June 2013

\$'000	Actuals 2013	Actuals 2012
A Expenses and Income		
Expenses		
1. Management expenses		
a. Administration	14	46
b. Engineering and Supervision	16	42
2. Operation and Maintenance expenses		
- Mains		
a. Operation expenses	-	-
b. Maintenance expenses	15	90
- Pumping Stations		
c. Operation expenses (excluding energy costs)	39	27
d. Energy costs	46	26
e. Maintenance expenses	70	49
- Treatment		
f. Operation expenses (excl. chemical, energy, effluent & biosolids management costs)	76	74
g. Chemical costs	-	-
h. Energy costs	22	19
i. Effluent Management	-	-
j. Biosolids Management	-	-
k. Maintenance expenses	158	57
- Other		
l. Operation expenses	-	-
m. Maintenance expenses	-	-
3. Depreciation expenses		
a. System assets	334	379
b. Plant and equipment	-	-
4. Miscellaneous expenses		
a. Interest expenses	-	4
b. Revaluation Decrements	-	-
c. Other expenses	-	-
d. Impairment - System assets	-	-
e. Impairment - Plant and equipment	-	-
f. Aboriginal Communities Water & Sewerage Program	-	-
g. Tax Equivalent Dividends (actually paid)	-	-
5. Total expenses	790	813

Coonamble Shire Council

Special Schedule No. 5 - Sewerage Income Statement (continued)

Includes ALL INTERNAL TRANSACTIONS, ie. prepared on a Gross Basis.
for the financial year ended 30 June 2013

\$'000	Actuals 2013	Actuals 2012
Income		
6. Residential charges (including rates)	528	485
7. Non-residential charges		
a. Access (including rates)	-	-
b. Usage charges	119	132
8. Trade Waste Charges		
a. Annual Fees	-	-
b. Usage charges	-	-
c. Excess mass charges	-	-
d. Re-inspection fees	-	-
9. Extra charges	-	-
10. Interest income	177	197
11. Other income	-	7
11a. Aboriginal Communities Water & Sewerage Program	-	-
12. Grants		
a. Grants for acquisition of assets	-	-
b. Grants for pensioner rebates	14	12
c. Other grants	-	-
13. Contributions		
a. Developer charges	-	-
b. Developer provided assets	-	-
c. Other contributions	-	-
14. Total income	838	833
15. Gain (or loss) on disposal of assets	-	-
16. Operating Result	48	20
16a. Operating Result (less grants for acquisition of assets)	48	20

Coonamble Shire Council

Special Schedule No. 5 - Sewerage Income Statement (continued)

Includes ALL INTERNAL TRANSACTIONS, ie. prepared on a Gross Basis.
for the financial year ended 30 June 2013

\$'000	Actuals 2013	Actuals 2012
B Capital transactions		
Non-operating expenditures		
17. Acquisition of Fixed Assets		
a. New Assets for Improved Standards	-	-
b. New Assets for Growth	-	-
c. Renewals	-	58
d. Plant and equipment	-	-
18. Repayment of debt		
a. Loans	-	6
b. Advances	-	-
c. Finance leases	-	-
19. Transfer to sinking fund	-	-
20. Totals	-	64
Non-operating funds employed		
21. Proceeds from disposal of assets	-	-
22. Borrowing utilised		
a. Loans	-	-
b. Advances	-	-
c. Finance leases	-	-
23. Transfer from sinking fund	-	-
24. Totals	-	-
C Rates and charges		
25. Number of assessments		
a. Residential (occupied)	1,103	1,095
b. Residential (unoccupied, ie. vacant lot)	54	146
c. Non-residential (occupied)	185	130
d. Non-residential (unoccupied, ie. vacant lot)	3	3
26. Number of ETs for which developer charges were received	- ET	- ET
27. Total amount of pensioner rebates (actual dollars)	\$ 12,417	\$ 12,040

Coonamble Shire Council

Special Schedule No. 5 - Sewerage Cross Subsidies for the financial year ended 30 June 2013

\$'000	Yes	No	Amount
D Best practice annual charges and developer charges*			
28. Annual charges			
a. Does Council have best-practice sewerage annual charges, usage charges and trade waste fees & charges**?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, go to 29a.			
If No, please report if council has removed land value from access charges (ie rates)?	<input type="checkbox"/>	<input type="checkbox"/>	
NB. Such charges for both residential customers and non-residential customers comply with section 4.2 & 4.3 of the Water Supply, Sewerage and Trade Waste Pricing Guidelines, NSW Office of Water, December, 2002. Such charges do not involve significant cross subsidies.			
b. Cross-subsidy to non-residential customers (page 45 of Guidelines)			<input type="text"/>
c. Cross-subsidy to trade waste discharges (page 46 of Guidelines)			<input type="text"/>
29. Developer charges			
a. Has council completed a sewerage Development Servicing** Plan?	<input type="checkbox"/>	<input type="checkbox"/> No	
b. Total cross-subsidy in sewerage developer charges for 2012/13 (page 47 of Guidelines)			<input type="text"/>
** In accordance with page 9 of Developer Charges Guidelines for Water Supply, Sewerage and Stormwater, NSW Office of Water, December, 2002.			
30. Disclosure of cross-subsidies			
Total of cross-subsidies (28b + 28c + 29b)			<input type="text"/>

* Councils which have not yet implemented best practice sewer pricing & liquid waste pricing should disclose cross-subsidies in items 28b and 28c above.

However, disclosure of cross-subsidies is **not** required where a Council has implemented best practice sewerage and liquid waste pricing and is phasing in such pricing over a period of 3 years.

Coonamble Shire Council

Special Schedule No. 6 - Sewerage Service Statement of Financial Position

Includes INTERNAL TRANSACTIONS, ie. prepared on a Gross Basis.
as at 30 June 2013

\$'000	Actuals Current	Actuals Non Current	Actuals Total
ASSETS			
31. Cash and investments			
a. Developer charges	-	-	-
b. Special purpose grants	-	-	-
c. Accrued leave	-	-	-
d. Unexpended loans	-	-	-
e. Sinking fund	-	-	-
f. Other	4,110	-	4,110
32. Receivables			
a. Specific purpose grants	-	-	-
b. Rates and Availability Charges	17	-	17
c. User Charges	104	-	104
d. Other	-	-	-
33. Inventories	-	-	-
34. Property, plant and equipment			
a. System assets	-	12,591	12,591
b. Plant and equipment	-	-	-
35. Other assets	-	-	-
36. Total Assets	4,231	12,591	16,822
LIABILITIES			
37. Bank overdraft	-	-	-
38. Creditors	36	-	36
39. Borrowings			
a. Loans	8	39	47
b. Advances	-	-	-
c. Finance leases	-	-	-
40. Provisions			
a. Tax equivalents	-	-	-
b. Dividend	-	-	-
c. Other	-	-	-
41. Total Liabilities	44	39	83
42. NET ASSETS COMMITTED	4,187	12,552	16,739
EQUITY			
42. Accumulated surplus			12,201
44. Asset revaluation reserve			4,538
45. TOTAL EQUITY			16,739
Note to system assets:			
46. Current replacement cost of system assets			26,258
47. Accumulated current cost depreciation of system assets			(13,667)
48. Written down current cost of system assets			12,591

Coonamble Shire Council

Notes to Special Schedule No.'s 3 & 5 for the financial year ended 30 June 2013

Administration ⁽¹⁾

(item 1a of Special Schedules 3 and 5) comprises the following:

- Administration staff:
 - Salaries and allowance
 - Travelling expenses
 - Accrual of leave entitlements
 - Employment overheads.
- Meter reading.
- Bad and doubtful debts.
- Other administrative/corporate support services.

Engineering and supervision ⁽¹⁾

(item 1b of Special Schedules 3 and 5) comprises the following:

- Engineering staff:
 - Salaries and allowance
 - Travelling expenses
 - Accrual of leave entitlements
 - Employment overheads.
- Other technical and supervision staff:
 - Salaries and allowance
 - Travelling expenses
 - Accrual of leave entitlements
 - Employment overheads.

Operational expenses (item 2 of Special Schedules 3 and 5) comprise the day to day operational expenses excluding maintenance expenses.

Maintenance expenses (item 2 of Special Schedules 3 and 5) comprise the day to day repair and maintenance expenses. (Refer to Section 5 of the Local Government Asset Accounting Manual regarding capitalisation principles and the distinction between capital and maintenance expenditure).

Other expenses (item 4c of Special Schedules 3 and 5) includes all expenses not recorded elsewhere.

Revaluation decrements (item 4b of Special Schedules 3 and 5) is to be used when I,PP&E decreases in FV.

Impairment Losses (item 4d & 4e of Special Schedules 3 and 5) are to be used when the carrying amount of an asset exceeds its recoverable amount (refer to page D-31).

Aboriginal Communities Water and Sewerage Program (item 4f of Special Schedules 3 and 5) is to be used when operation and maintenance work has been undertaken on behalf of the Aboriginal Communities Water and Sewerage Program. Similarly, income for item 11a of Special Schedule 3 and item 12a of Special Schedule 5 are for services provided to the Aboriginal Communities Water and Sewerage Program and is not part of Council's water supply and sewerage revenue.

Residential charges ⁽²⁾ (items 6a, 6b and item 6 of Special Schedules 3 and 5 respectively) include all income from residential charges. Item 6 of Schedule 3 should be separated into 6a Access Charges (including rates if applicable) and 6b Usage Charges.

Non-residential charges ⁽²⁾ (items 7a, 7b of Special Schedules 3 and 5) include all income from non-residential charges separated into 7a Access Charges (including rates if applicable) and 7b Usage Charges.

Trade waste charges (item 8 of Special Schedule 5) include all income from trade waste charges separated into 8a Annual Fees, 8b Usage Charges and 8c Excess Mass Charges and 8d Re-inspection Fees.

Other income (items 10 and 11 of Special Schedules 3 and 5 respectively) include all income not recorded elsewhere.

Other contributions (items 12c and 13c of Special Schedules 3 and 5 respectively) incl. capital contributions for water supply or sewerage services received by Council under Section 565 of the Local Government Act.

Notes:

⁽¹⁾ Administration and engineering costs for the development of capital works projects should be reported as part of the capital cost of the project and not as part of the recurrent expenditure (ie. in item 16 for water supply and item 17 for sewerage, and **not** in items 1a and 1b).

⁽²⁾ To enable accurate reporting of **residential revenue from usage charges**, it is essential for councils to accurately separate their residential (item 6) charges and non-residential (item 7) charges.

Coonamble Shire Council

Special Schedule No. 8 - Financial Projections
as at 30 June 2013

\$'000	Actual ⁽¹⁾ 12/13	Forecast ⁽³⁾ 13/14	Forecast ⁽³⁾ 14/15	Forecast ⁽³⁾ 15/16	Forecast ⁽³⁾ 16/17	Forecast ⁽³⁾ 17/18	Forecast ⁽³⁾ 18/19	Forecast ⁽³⁾ 19/20	Forecast ⁽³⁾ 20/21	Forecast ⁽³⁾ 21/22	Forecast ⁽³⁾ 22/23
(i) OPERATING BUDGET											
Income from continuing operations	19,468	26,132	22,872	23,884	24,832	23,084	23,755	24,446	25,189	25,930	26,549
Expenses from continuing operations	18,011	21,677	22,475	23,015	23,546	24,125	24,679	25,270	25,878	26,526	27,152
Operating Result from Continuing Operations	1,457	4,455	397	869	1,286	(1,041)	(924)	(824)	(689)	(596)	(603)
(ii) CAPITAL BUDGET											
New Capital Works ⁽²⁾	5,259	6,086	3,708	2,084	2,392	-	-	-	-	-	-
Replacement/Refurbishment of Existing Assets	3,655	5,763	3,994	3,088	3,107	3,184	3,131	3,254	3,209	3,336	3,336
Total Capital Budget	8,914	11,849	7,702	5,172	5,499	3,184	3,131	3,254	3,209	3,336	3,336
Funded by:											
- Loans	-	1,539	-	-	-	-	-	-	-	-	-
- Asset sales	-	60	-	-	-	-	-	-	-	-	-
- Reserves	6,108	3,533	3,231	1,696	1,769	1,842	1,799	1,925	1,898	2,038	2,026
- Grants/Contributions	1,900	5,813	2,399	2,756	3,064	672	672	672	672	672	672
- Recurrent revenue	906	904	2,072	720	666	670	660	657	639	626	638
- Other	-	-	-	-	-	-	-	-	-	-	-
	8,914	11,849	7,702	5,172	5,499	3,184	3,131	3,254	3,209	3,336	3,336

Notes:

- (1) From 12/13 Income Statement
- (2) New Capital Works are major non-recurrent projects, eg new Leisure Centre, new Library, new Swimming pool etc.
- (3) Financial projections should be in accordance with Council's Integrated Planning and Reporting framework.

COONAMBLE SHIRE COUNCIL



POLICY FOR THE PAYMENT OF EXPENSES & THE PROVISION OF FACILITIES FOR MAYOR & COUNCILLORS

Part 1 – INTRODUCTION

1.1 Title of Policy and Commencement Date:

This policy will be known as the “Policy for the Payment of Expenses and the Provision of Facilities for Mayor and Councillors” and will commence on and from 1 July 2012.

1.2 Purpose of the Policy:

The purpose of the policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by councillors. The policy also ensures that the facilities provided to assist councillors to carry out their civic duties are reasonable.

1.3 Objectives and Coverage of the Policy:

This policy is to ensure that elected members are reimbursed for legitimate expenses incurred whilst conducting Council business and applies to the Mayor, Deputy Mayor and all other Councillors.

1.4 Making and Adoption of the Policy:

This draft policy, whilst approved by Council at the June 2012 meeting, is subsequently displayed for a period of 28 days following which Council will consider submissions and formally adopt the policy at the August 2012 meeting.

1.5 Reporting Requirements:

Section 428 of the Local Government Act 1993 requires Council to include in its annual report:

- The council’s policy on the provision of facilities for, and the payment of expenses to, the mayor and councillors
- The total amount of money expended during the year on providing those facilities and paying those expenses
- Additional information as required by the Local Government (General) Regulation 2005.

Additionally, Council will report separately on:

- Total cost of expenses and facilities for the Mayor and all Councillors
- Spouse/Partner/Accompanying Person expenses
- Training and Skill Development expenses
- Provision of Facilities expenses.

1.6 Legislative Provisions:

This policy is made under section 252 of the Local Government Act 1993 and in accordance with clause 403 of the Local Government (General) Regulation 2005.

1.7 Other Government Policy Provisions:

The policy has been developed utilising the guidelines provided by the Department of Local Government (September 2006) and enhances provisions of the Council's Code of Conduct and the Independent Commission Against Corruption publication *No Excuse for Misuse*.

1.8 Approval Arrangements:

Approval for attendance at conferences, seminars and other meetings should generally be approved by Council resolution however, should this not be practicable, approval may be given by the Mayor and General Manager. Should attendance be proposed by the Mayor approval may be given by the Deputy Mayor and/or another Councillor.

Part 2 – PAYMENT OF EXPENSES

GENERAL PROVISIONS

2.1 Process of Reimbursement:

All claims for reimbursement of expenses must be made within two (2) months. Reimbursement will only be made where appropriate receipts and tax invoices are provided and a claim form completed and signed.

2.2 Payment in Advance:

Provision of a payment in advance may be requested by a councillor however such advance must be fully accounted for upon return and any unspent portion returned to Council.

2.3 Monetary Limits:

Monetary limits for "out of pocket" expenses will be paid only to a maximum of \$80 per day whilst in a metropolitan area (Newcastle /Sydney/Wollongong/Melbourne/Brisbane/other capital cities) and \$60 per day elsewhere.

2.4 Taxi, Bus and Rail Fares

Council will reimburse fares for reasonable travel while on council related business. Maximum fee that will be reimbursed is \$50 per trip and \$100 in any one day.

2.5 Duration of Expense Period:

Council will only meet expenses for the duration of the official function duly authorised for attendance. Duration of a function includes travel on the day before and the day following.

2.6 Payment of Expenses – Spouses, Partners, Accompanying Persons:

Council may, by resolution, agree to pay expenses for a spouse/partner or accompanying person where a function is of a formal or ceremonial nature and it is considered that they be reasonably expected to attend. Alternatively, approval may be given by the Mayor and General Manager. Should attendance be proposed by the Mayor's or General Manager's partner, approval may be given by the Deputy Mayor and/or another Councillor.

Council may, by resolution, agree to cover the cost of registration/partners program and the official conference dinner of the Shires Association Annual Conference. Additional accommodation, meals and travel expenses will be the responsibility of the individual councillors.

SPECIFIC EXPENSES FOR MAYOR AND COUNCILLORS

2.7 General Travel Arrangements:

Councillors should arrange a Council motor vehicle for travel wherever possible. Payment for private motor vehicle will only be considered where a Council vehicle is not available.

The most direct route is to be taken and the most practicable and economical mode of transport utilised, subject to any personal and/or medical considerations.

2.8 Intrastate/Interstate Travel Arrangements:

Where a motor vehicle is utilised Council will pay the costs associated with parking and road tolls (it is noted that the latter may not render receipts). The driver is personally responsible for all traffic or parking fines incurred whilst utilising a motor vehicle on Council business.

Where air travel is considered necessary, Councillors are expected to utilise economy class. Council may, however, resolve that business class be utilised in circumstances that require business associates to be accompanied.

2.9 Overseas Travel:

Overseas travel will only be permitted following approval by Council and fourteen days public notification being given in the local press. Council will not pay any costs associated with spouse/partner or other accompanying persons.

2.10 Attendance at Seminars and Conferences:

Following any conference or seminar a written report must be provided by at least one of the persons attending and cover all aspects that are relevant to Council business and/or the local community.

Attendance at the Shires Association Annual Conference will be limited to the Mayor, General Manager and two Councillors.

Council shall pay all conference registration fees, including the costs related to official lunches and dinners and associated tours where they are relevant to the business and interest of Council. Additionally Council will meet reasonable cost of transportation and accommodation.

2.11 Accommodation Costs:

Council will pay for an appropriate standard of accommodation and acknowledges the economic and practical benefits of being accommodated at the conference/seminar venue.

2.12 Attendance at Dinners and Other Non-Council Functions:

Council will meet the cost of councillors' attendance at dinners and other non-council functions which is an integral part of a councillor's duty. Council will not meet any additional cost of refreshments or donations and the like.

2.13 Training and Educational Expenses:

Council will meet reasonable costs associated with training and educational courses, provided they are relevant to the functions directly associated with the role of councillor. Expenses similar to those of conferences and seminars apply with a limit of \$3,000 total cost per councillor in any one year.

2.14 Telephone Call Costs and Related Expenses:

Council will pay up to \$20 per councillor per month for telephone and internet costs for Council business subject to evidence being provided of such use.

2.15 Care and Other Related Expenses:

In accordance with the principles of participation, access and equity Council will pay up to \$40 per councillor per month for carer arrangements which includes payment for childcare, elderly, disabled and/or sick immediate family members of councillors when necessary for a councillor to attend official duties. Reimbursement will be made in accordance with the Process of Reimbursement clause above.

2.16 Legal Assistance Provisions & Expenses:

Council will indemnify or reimburse the reasonable legal expenses of:

- (a) a councillor defending an action arising from the performance in good faith of a function under the Local Government act (section 731 refers);

or

- (b) a councillor defending an action in defamation provided the statements complained of were made in good faith in the course of exercising a function under the Act;

or

- (c) a councillor for proceedings before the Local Government Pecuniary Interest and Disciplinary Tribunal or an investigative body provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the Tribunal or investigative body makes a finding substantially favourable to the councillor.

2.17 Insurance Provisions & Expenses:

Council will provide insurance cover for councillors as follows:

- (a) public liability (for matters arising out of councillors' performance of their civic duties and/or exercise of their council functions)
- (b) Professional indemnity (for matters arising out of councillors' performance of their civic duties and/or exercise of their council functions)
- (c) Personal injury while on council business
- (d) Insurance against legal costs incurred as detailed in the above clause.

Part 3 – PROVISION OF FACILITIES

GENERAL PROVISIONS

3.1 Provision of Facilities Generally:

Council will not provide equipment such as mobile phone, facsimile and the like directly to individual councillors however, such facilities as required by way of secretarial services, telephone, email and facsimile may be utilised, by prior arrangement and the General Manager's consent, at Council's Administration Centre for Council business only. Such use will be limited to an average of one service per month.

Council facilities and equipment are to be used only for Council business purposes.

Council will provide meals and light refreshments before, during or after council, committee or working party meetings.

Council will provide a Corporate tie or scarf, business cards and name tag for each councillor.

3.2 Corporate Hospitality – Business Associates:

Council delegates may provide refreshments to business associates and be reimbursed for any reasonable cost to a maximum of \$60 per function/event whether over one day or two or more days.

Where business associates are provided with a meal, the maximum cost per person will be \$60.

3.3 Provision of Additional Facilities/Equipment and Services for Mayor

Council will provide a dedicated motor vehicle for the Mayor and will permit private use in accordance with Council's Vehicle Leaseback Policy. The standard of motor vehicle will be equivalent to a Holden Berlina.

Council will provide a furnished and equipped Mayoral Office for conducting of council business only.

Secretarial services will be provided for the Mayor for Council related business.

Part 4 – OTHER MATTERS

4.1 Acquisition & Returning of Facilities/Equipment by Councillors:

Councillors must return any property of the Council to the Administration Centre within seven (7) days of cessation of their role as councillor.

<i>Council Meeting:</i>	<i>13 June 2012</i>
<i>Public Exhibition:</i>	<i>20 June – 20 July 2012</i>
<i>Adopted by Council:</i>	<i>08 August 2012 – Min #0019</i>

