

# COONAMBLE SHIRE COUNCIL

## *Coonamble Shire Council Annual Report 2019-2020*



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## Council Office & facilities

### Visit

Council Chambers are located at 80 Castlereagh Street, Coonamble NSW 2829

### Office Hours

Open 8:30 am – 5:00 pm Monday – Friday

### Contact

Phone 6827 1900

Email: [council@coonambleshire.nsw.gov.au](mailto:council@coonambleshire.nsw.gov.au)

Fax 6822 1626

Website: [www.coonambleshire.nsw.gov.au](http://www.coonambleshire.nsw.gov.au)

### Write

If you wish to write to Council on any matter, the letter should be addressed to:

The General Manager  
Coonamble Shire Council  
PO Box 249  
COONAMBLE NSW 2829



## Meet with Staff

Council staff are available during office hours to answer enquiries. It is good practice, although not essential, to make a prior appointment to see staff. This will ensure the staff member you require is available at the time.

Other Council Contacts:

<i>Library</i>	Castlereagh Street, Coonamble Phone 6827 1925 Fax 6822 1057 Email: <a href="mailto:Coonamble.Library@coonambleshire.nsw.gov.au">Coonamble.Library@coonambleshire.nsw.gov.au</a> Facebook: Coonamble Shire Library
<i>Visitors Information Centre</i>	84 Castlereagh Street, Coonamble Phone 6827 1981 Facebook: Visit Coonamble
<i>Transport for NSW Agency</i>	84 Castlereagh Street, Coonamble Phone 6822 1487
<i>Riverside Caravan Park</i>	Castlereagh Highway, Coonamble Phone 6822 1926
<i>Coonamble Museum Under the Bridge</i>	Aberford Street Opening Hours: Monday to Friday 10.00am – 12.00pm Phone 68222873
<i>Coonamble Swimming Pool</i>	Aberford Street, Opening hours: Monday to Friday 6.00/7.00am – 8.30am and 1.00pm-6.00pm Saturday to Sunday 1.00pm-6.00pm Phone 68221722
<i>Gulargambone Swimming Pool</i>	Munnell Street, Opening hours: Tuesday to Friday 6.00/7.00am and 1.00pm-6.00pm Saturday to Sunday 1.00pm-6.00pm Phone 68251124

## Acknowledgement of Country

Council acknowledges the Kamilaroi and Weilwan people as the traditional owners and custodians of the land on which it meets and operates, respecting Elders past, present and emerging. Council seeks at all times to show respect to all people and cultures whose privilege it has to serve within the Local Government Area.

## Mayors Message



It is with a great deal of pride and satisfaction that I again have the opportunity to present to our residents Council's Annual Report for the 2019-2020 financial year and I commend it to you.

In July 2019 we welcomed two new Councillors, Barbara Deans and Pat Cullen. Their election was the result of a by-election at which a Constitutional Referendum resulted in an overwhelming "Yes" vote for nine (9) Councillors to serve on Council. This means when the General Local Government Elections are being conducted in September 2021, our residents will be voting for nine (9) representatives in lieu of the current seven (7) members.

During the year Council called for expressions of interest for development of a Coonamble Shire Masterplan to provide a framework which will deliver co-ordinated and cohesive infrastructure development to enhance the overall appeal of the

Shire. Council appointed Sala4D as the firm with the most merit to development our Masterplan as a particular and unique project.

Council also agreed to include funds in its Operational Plan for the development of a stage of life assessment and a masterplan for the Coonamble Pool / Macdonald Park precinct. A concept plan was adopted and will be included in the over-arching Coonamble Shire Masterplan.

Then, along came the COVID-19 pandemic – which disrupted every one of us in some way or another. It was an additional unbudgeted and significant expense for Council, business owners and individuals. We all had to compromise in some respect and, in this regard I not only thank our residents, but congratulate them on their resilience throughout the "lock-down" period and beyond.

Some good news surfaced in April 2019, when Council was advised that Australia Post would issue a stamp featuring water tower art from around the country, and the Gulargambone water tower art by Jenny McCracken was selected.

I congratulate and thank my fellow Councillors and Staff – both indoor and outdoor – for their efforts under, at times, very challenging conditions. We are feeling justly proud of our achievements during 2019-2020.

We will, of course, continue to work hard for our community and look forward with great anticipation to bringing more projects to fruition.

**Ahmad Karanouh – Mayor**

## General Manager's Message

Council is required by law to produce an Annual Report which contains the achievements and activities for that year and Council's objectives and goals going forward. I am pleased to present the report which covers the financial year 1 July 2019 to 30 June 2020.

In accordance with requirements of the Integrated Planning and Reporting Framework, the Coonamble Shire Community Strategic Plan 2032 outlines community objectives relating to social, economic, environmental, infrastructure and leadership. Council's four (4) year Delivery Program (which has been extended for another year with the postponement of the General Local Government Elections until September 2021) and the annual Operational Plans and Budgets, provide for more detailed strategies and actions pertaining to the achievement of the community's strategic objectives and goals.



Grant funding opportunities continued throughout the year and Council was successful in attracting significant amounts under both Federal and State Government Programs. Projects included e.g. an additional \$438,649 for works at Coonamble Caravan Park; \$1,000,000 to upgrade the Coonamble Sportsground; \$719,000 for community projects to ease the COVID-19 situation; \$218,988 under the Remote Airstrip Upgrade Program and \$929,818 to deliver priority local road and community infrastructure projects.

During the year Council commissioned Jetty Research to undertake a Community Services Satisfaction Survey on community satisfaction levels with services provided by Council. This information will assist Council in having a strategic, structured and informed approach in the allocation of resources into the future. Roads and economic development are at the top of the list of services requiring more attention – both of which are in the process of being addressed.

A requirement under the *Environmental Planning and Assessment Act 1979* saw Council developing its Local Strategic Planning Statement. Its purpose is to set the framework for the Shire's economic, social and environmental land use needs over the next 20 years. It's an important document which sets short, medium and long-term actions to deliver the priorities for the community's vision.

In June Council endorsed a new corporate logo and the Local Government Area has a refreshed tourism logo. Tourism and marketing opportunities were reflected by the Coonamble Shire Masterplan as a high community priority, and the provision of strong branding will support the execution of these future projects.

I am proud to be a part of a proactive Council and look forward to another productive year to bring to fruition many of the projects currently in the pipeline.

**Hein Basson - General Manager**

# Councillors



**Mayor Ahmad Karanouh**  
*Elected in September 2020*



**Cr Paul Wheelhouse**  
**Deputy Mayor**

Elected to Council in September 2016. Local businessman. Active member of various community sporting clubs.



**Cr Bill Fisher**

Elected to Council in September 2016, has business interests in farming and is actively involved in the grain industry, member of the Coonamble Theatrical Group.



**Cr Karen Churchill**

Elected to Council in September 2016. Well-known local identity who runs a driving school business.



**Cr Robert Thomas**

Elected to Council in September 2016. Local identity and business personality and also an active community member.



**Cr Barbara Deans**

Elected to Council in June 2019 in a by-election. Actively involved within the local community and oversees a rural based business.



**Cr Pat Cullen**

Elected to Council in June 2019 in a by-election. Long-time resident and farming business owner.



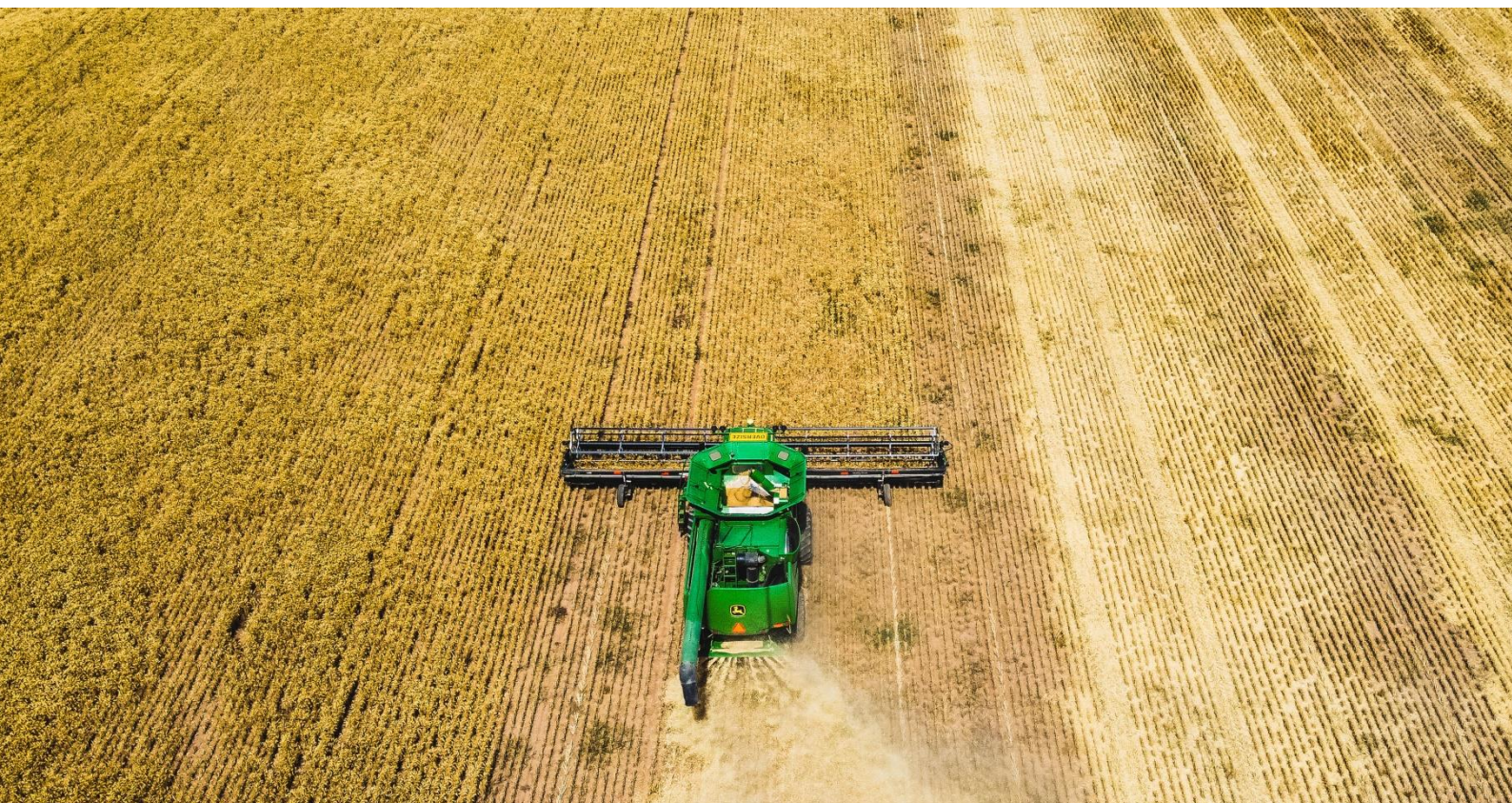
# Council Meetings

Ordinary meetings of Council are held on the second Wednesday of the month, excluding January, commencing at 10.00 a.m. Members of the public are invited to attend. Council's October meeting is held in the village of Quambone and the meeting for March is held at Gulargambone.

Correspondence to be considered by Council must be lodged at least ten days prior to the meeting to be included on the agenda. Only matters classified as 'urgent business' by the General Manager received after that time are included. Other issues are carried over until the following month.

# Council Delegates

Castlereagh Macquarie (Weeds) County Council	
Cr Bill Fisher	Cr Pat Cullen
North Western Co-operative Library Service	
Cr Karen Churchill	General Manager (or nominee)



# Senior & Executive Staff

General Manager	Mr Hein Basson
Executive Leader Corporate and Sustainability	Mr Bruce Quarmby
Executive Leader Infrastructure	Mrs Kookie Atkins
Executive Leader Environment, Strategic Planning and Community	Ms Noreen Vu

# Statistics

Land area (ha)	991,605.36
Total population	3919
Aboriginal and Torres Strait Islander population	1181
Median age	43
Employed full time	28.89
Employed part time	12.52
Unemployment rate	4.64
Median weekly income	\$520.00
Labour force participation rate	39.88%
Dwellings with internet access (out of 3850)	2170
Top industries for employment are Agriculture, Health Care, Education and Training and Public Administration & Safety.	

Population, employment and income data sourced from REMPLAN (2019 R1)





## Community Vision

“Coonamble Shire is a connected, respectful and diverse community, working together in a healthy natural environment that supports our vibrant local economy”



# Coonamble Shire

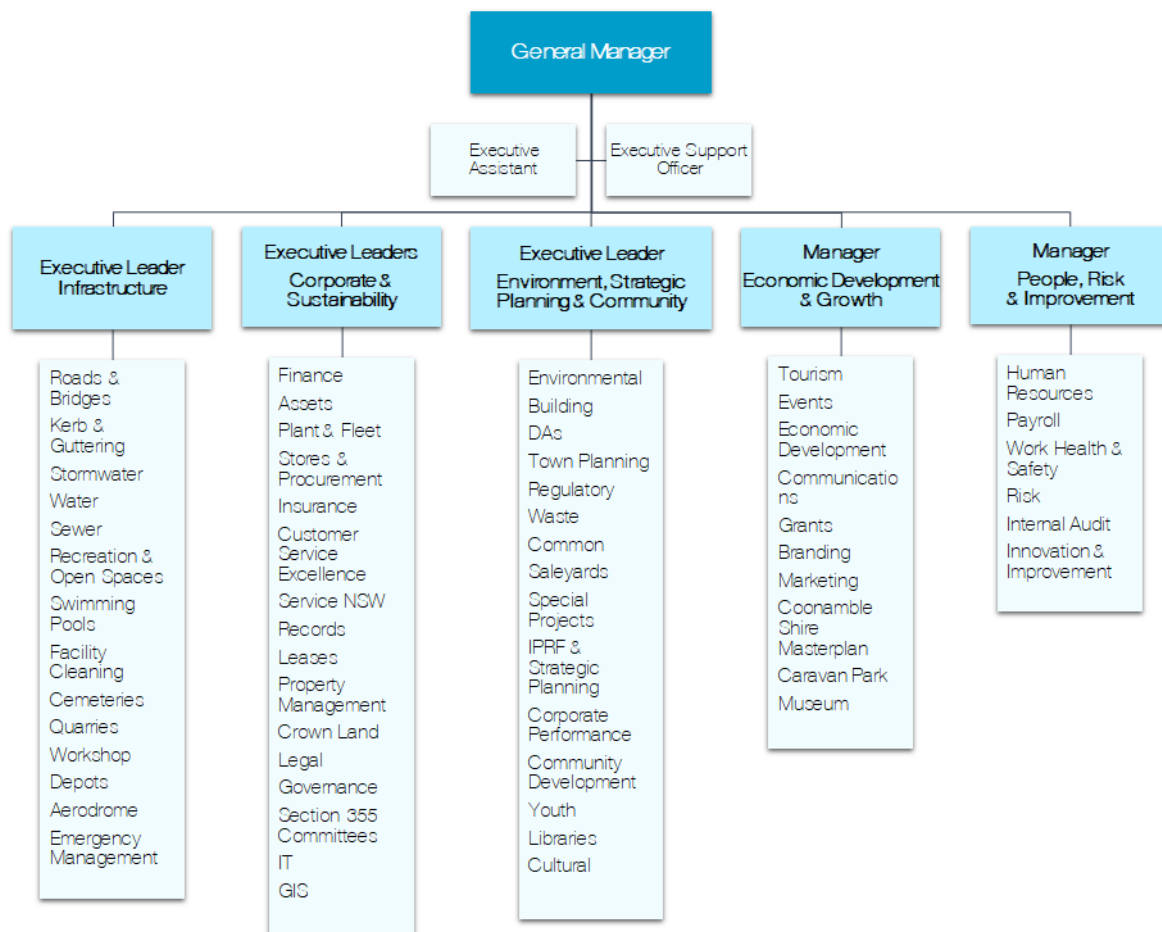


Coonamble Shire has an area of 9,955 square kilometres and is located on the traditional Indigenous lands of the Weilwan and Kamilaroi people. Coonamble Local Government Area is part of the Orana Region of Central Northern NSW and is bounded by the Shires of Walgett to the north, Warrumbungle in the east, Gilgandra to the south and Warren in the west.

Coonamble is situated on the Castlereagh River which runs through the town, dividing east from west. Water from the Great Artesian Basin is pumped into reservoirs throughout the town for domestic use. Residents of rural properties account for approximately one-third of the Shire population. The majority of the district's agricultural resources are devoted to dry and broad-acre farming and grazing.



# Corporate Governance



## Policy Framework

The key documents relating to Council's governance framework are the Code of Conduct and Code of Meeting Practice. Council also operates in line with numerous policies to ensure a consistent and transparent approach is maintained.

## Decision Making

Seven elected Councillors make decisions on behalf of the community at Council meetings. The General Manager is then responsible for ensuring implementation and delivery of the Council's resolutions, while also making day-to-day decisions on operational matters.

## External Controls

Many of Council's functions are set by the NSW *Local Government Act 1993*. Various other Acts direct Council's activity, including compliance with Federal and State Government legislation, NSW Ombudsman, Division of Local Government, Independent Commission Against Corruption and WorkCover.

## Integrated Planning & Reporting Framework

The Integrated Planning and Reporting (IPR) framework is intended to help improve community participation in decision making, reduce duplication, build networks and partnerships and strengthen Council's strategic focus.

## Coonamble Shire Strategic Plan 2032

The Community Strategic Plan is the first in the hierarchy of plans Council must prepare under the Integrated Planning and Reporting Framework. It must be a 10-year (minimum) plan with high level community objectives across the areas of Social, Economic, Environment, Infrastructure and Civic Leadership.

While Council has a custodial role in initiating, preparing and maintaining the Community Strategic Plan on behalf of the Local Government Area, it is not wholly responsible for its implementation. Other partners, such as State government agencies and community groups, may also be engaged in delivering the long-term objectives of the plan.

## Delivery Program

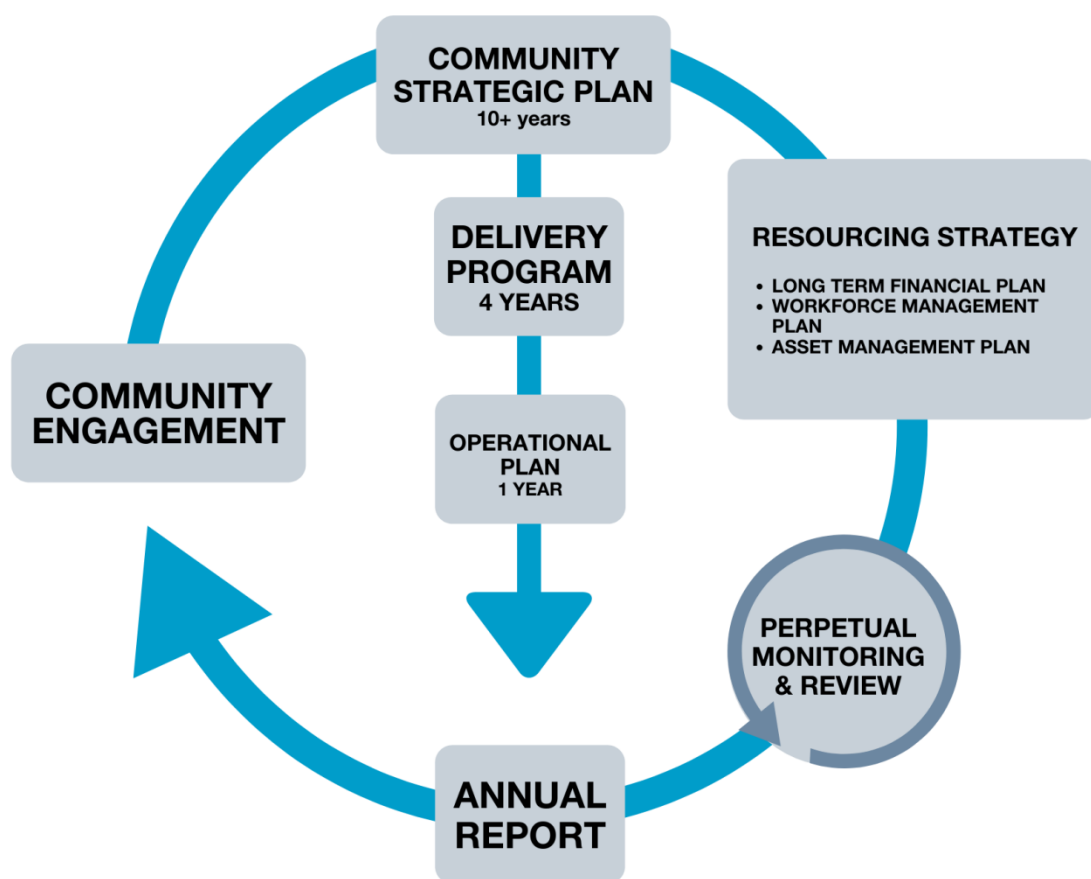
Council's Delivery Program is the program of works and services that will be delivered by Council during the elected term. It is directly linked to the objectives and strategies within the Coonamble Shire Community Strategic Plan.

## Resourcing Plans

The Delivery Program is linked to resourcing plans consisting of the Long Term Financial Plan, Workforce Plan and the Asset Management Plan. These plans outline how Council will achieve the objectives of the Delivery Program in terms of money, people and physical assets.

## Operational Plan

The Operational Plan identifies the specific actions which will be undertaken to achieve the Delivery Program each year.





# Section 2 Key Achievements

## 2019-2020 Highlights

- Community consultation helped to produce the Coonamble Shire Masterplan which will guide the management and development of Council assets over the next 20 years.
- An Economic Development Strategy has been developed and implementation has begun.
- A renewed focus on tourism has resulted in funding being secured for the construction of an architecturally design Visitor Information Centre for Coonamble.
- Two new deluxe cabins at Coonamble Riverside Caravan Park boast almost 100% occupancy.
- Council's closed-circuit television (CCTV) camera network was upgraded utilising grant funds from the Safer Communities Program.
- Significant grant funding has been secured in 2019/20 for projects, including:
  - \$1million in Drought Communities Program funding for lighting and upgrades at the Coonamble Sportsground
  - \$400,000 Drought Stimulus Package for the Coonamble Visitor Information Centre
  - \$200,000 Drought Stimulus Package for public art at the entrances to Coonamble, Gulargambone and Quambone
  - \$438,649 Drought Stimulus Package for upgrades and redevelopment at the Coonamble Riverside Caravan Park
  - The successful completion of two (2) separate Repair grant funded programs on the Baradine Road, totalling approximately \$821,000







Coonamble Shire Council adopted its first suite of documents within the Integrated Planning Framework in 2012. Overarching this suite of interrelated plans is the Community Strategic Plan 2032 which identifies the aspirations of the community.

Council's Delivery Program outlines activities that Council will undertake in order to deliver its part of the Coonamble Shire Community Strategic Plan. At the beginning of each year, Council prepares an Operational Plan which outlines the actions Council will undertake to work towards achieving the outcomes in the four-year Delivery Program.

At the end of the 2019/20 year, 185 actions were completed. The following table provides a status breakdown.

Action Status Snapshot as of 30 June 2020  
Total Actions: 185

●	Completed	168
●	Progressing	6
●	Not due to start	6
●	Not progressing	5



# Library Services

The Coonamble Library has two satellite branches located in the villages of Gulargambone and Quambone within the Coonamble Local Government Area. Council is proud to provide responsive and flexible library services to the community. Highlights throughout the past year include the following.

## *The Impact of COVID-19*

Following our closure on March 25, to keep our members engaged, we encouraged them to participate and try our new way of delivering services: Takeaway! This involved a call and collect service where members would ring and ask for the items they wanted – books, magazines, DVDs and talking books. We arranged a contactless service where items were packaged and provided kerbside pickup.

The Library Takeaway service included more than 500 books being snapped up. Promotion of our E-library and online resources were carried out encouraging members to take advantage of the 24/7 access to books, audio and movie streaming.

As we were closed during Simultaneous Storytime this year we promoted the virtual story time extensively to our child care centres, preschools and schools, providing packs filled with colour-ins, songs, find a word and other activities that related to the featured book.



## Technology, Internet and Digital

The internet facilities are used daily by a wide variety of people for a wide range of activities. Noticeably during 3pm-5pm School children use it for gaming. Four computers specifically aimed at the 0-10 year olds with appropriate software are popular and used often in our children's area.

## Services / Assistance provided for Seniors and People with a Disability

'Words on Wheels' is a housebound delivery service, which offers fortnightly deliveries to local housebound patrons and residents of the Koonambil Aged Care Facility. Tech Savvy for Seniors was run at the beginning of the year with full classes with a supply of workbooks for those who attended. The Library hosted an annual movie day for International Day of People with Disability with food and beverages offered. This was well attended.



# Library Services 2019-2020 Highlights



## Community Access

A number of external groups and organisations utilise the library for a variety of recreational, social and business purposes. Our meeting room is used by a speech pathologist, students and tutors as a quiet place with access to wifi and internet and as a study base. The room is also used to host a senior's craft group who attend weekly. The numbers vary week to week but we are happy to be able to offer them a welcoming and safe environment to meet. The ladies stay all day and bring their lunch and morning tea, making use of our kitchen.

## Local Community Projects or Displays

Senior's Week in Coonamble was celebrated with our Hawaiian Luncheon. Attended by over 150 seniors and their carers this event was the biggest and most successful that the Library had organised. Council ensured that seniors from our shire were able to attend by supplying a bus to shuttle them to the event. We also had a celebratory cake, lucky door and best dressed prizes. We had live entertainment encouraging the attendees to get up and shake a leg!

## Promotions and Programmes

Regular excursions from preschools and child care centres come to the Library to enjoy a special story time and to play with our toys, kids computers and new sensory items, including the tactile panels. Local Government Week was held with the Librarian visiting one of our local preschools for story time. This was a joint event with the Coonamble Pre School who were celebrating Early Learning Matters Week with their students and the families of students. It enabled the Librarian to meet with parents and promote the Library within the Pre-School community.

Library staff visit preschools around Coonamble for Pre-School Storytime three times a fortnight which contributes to children's social and interpersonal skills.

For the School Holiday Programme Community Services staff sourced craft items, activity books and bags. During April holidays, bags were put together with a 40 page activity book, three craft items, promotion information regarding how the Library tackled COVID planning, how to use our E-Library and movie streaming service and our Takeaway option for physical item borrowing. Packs were available from the Library in Coonamble, as well as public places in our two villages, Gulargambone and Quambone.

Coonamble was successful in its bid to host the Waste 2 Art Regional Exhibition and Competition in 2020 however COVID-19 caused the local and regional events to be postponed. Planning is already underway for 2021. The Librarian and Events team will work closely with our local art gallery, Outback Arts Creative Centre, to ensure successful events.

# Masterplan

The development and adoption of the Coonamble Shire Council Masterplan was one of Council's greatest achievements in 2020.

This plan will guide the management and development of Council assets over the next 20 years. The plan is different to most, in that it includes a tourism and branding review, recognising the interlinked nature of seeking to increase the economic viability of the Shire with both physical assets and marketing collateral.

The community were involved in an in-depth consultation process before presentation of the draft Masterplan. Following a period of public exhibition and updates to the Masterplan in recognition of the many submissions received, the final Masterplan and schedule of works was adopted by Council in June 2020.

Community engagement during the development of the Masterplan demonstrated that the community highly values public open space and the amenity it provides, as well as connection and interaction with their community. They also expressed a desire to be involved in the community and the need to provide better quality amenity for themselves and visitors.

The values expressed by the community led to a number of 'guiding principles for the design' for the various elements of the Masterplan. They are:

BATHS: Provide artesian baths experience  
NATURE: Provide for nature-based tourism  
TOWN: Facilitate a vibrant town life  
SHADE: Provide more shade  
HERITAGE: Enhance Aboriginal cultural heritage experiences  
ART: Facilitate the inclusion of public art  
POOL: Upgrade pool  
AMENITY: Provide basic public amenity  
VISITORS: Provide amenity that attracts visitors

Individual projects of the Masterplan have been prioritised using a scoring tool that ranks importance against a range of criteria. This method maintains transparency and allows funds to be directed towards the most effective projects.

Key projects include:

Main Street and CBD  
Coonamble Visitor Information Centre  
Coonamble Artesian Baths Experience  
Town Entrances

Work on these key projects is already underway and will progress over the next year.



# Tourism & Events

The Coonamble Visitor Information Centre welcomed 1,015 visitors between July 2019 and June 2020, which was a 3% increase on the previous year. This is a particularly significant achievement considering the Centre was closed for over a month during this period due to COVID-19.

Council continues the partnership with Outback Arts to encourage local artists to utilise the Visitor Information Centre as an exhibition space. Photographers, ceramicists, and painters were amongst some of the creatives that exhibited and promoted their wares throughout the year.

The Visitor Information Centre and Museum Under the Bridge continue to welcome community volunteers at the centre, but through the peak of the COVID-19 outbreak these volunteers were advised to stay home for their safety.

A range of quirky and creative merchandise has been developed to meet the demand of travellers for souvenirs and increase connection with the local community.

Council provided significant support to local event coordinators in planning, promoting and executing local events including the Coonamble Rodeo and Campdraft and Window Way 2828 arts project.

The online presence of the local tourism sector continued to build through both Facebook and the Visit Coonamble website. These platforms also provide a means of connecting with community, promoting events and improving communication with local groups, visitors and members of the public.

The detailed design of a new Visitor Information Centre to be located in Smith Park was complete and a Development Application approved for the commencement of construction.



# Community Services

Council successfully delivered the September / October school holiday program in Quambone, Gulargambone and Coonamble with over 45 children attending the program despite the limitation of numbers due to social distancing. Ten activities with a cap of 5 children per session, was an absolute accomplishment for the Youth Services Team in a restricted environment. Over 200 fun-filled activity packs were handed out during the school holidays. Council also provided support to the Coonamble Street Party and handed out a further 100 fun-filled activity packs.

Council temporarily paused the after-school care programs at Gulargambone and Quambone, and plans to bring back the programs for 2021 are well underway, including engagement of new staff to join the team and activities.

The Seniors Week event was a massive hit, with over 150 people attending the event earlier in the year.

Community engagement and safety continues to be our priority for the Council's Community Services Team, with Council successfully relaunching the Youth Interagency after a number of years of hiatus. With a combination of face-to-face meetings and online meetings, the Youth Interagency has been reinvigorated again in delivering a coordinated and strategic approach to dealing with issues related to youth in the area. Council has provided secretariat assistance to the Interagency Group.



The Domestic Violence Collective, chaired by Mission Australia, continued to work with community members to work collectively on community awareness programs and events, such as White Ribbon, and school programs, such as the Rage Program. The Together Partnership Group (TPG) continues to shape a model of community service delivery, with all agencies working off the same dashboard to collate information.



# Training Report

## Annual Training Data 2019-2020

Course	Staff Attended
Administrator Training - Infocouncil	2
Aerodrome Reporting & Works Safety Officer Course	3
Business Grants Workshop	1
Certificate II in Cleaning	1
Certificate II in Horticulture	1
Certificate III Business Administration	1
Certificate III in Civil Construction	1
Certificate III in Water Industry Operations (Drinking Water)	1
Certificate III in Water Industry Treatment (Wastewater)	1
Certificate IV in Accounting and Bookkeeping	1
Certificate IV in Business Administration	1
Certificate IV in Human Resources	1
Chainsaw Operations (Level 1)	3
Chainsaw Operations (Level 2)	9
Chemical Application	5
Conduct articulated haul truck operations	2
Confined Spaces	4
Customised Councillor Training	1
CV - Vehicle loading crane	4
Dangerous Dog Handling Workshop	9
DG - Dogging	8
Dignity and Respect at Work (DRAW)	79
Diploma of Project Management	1
Dump Truck (VOC) - RIIMPO337E Conduct articulated haul truck operations	4
Engaging Disengaged young people	1
ePlanning Council Forum	1
Firearms Licence	1
First Aid - Provide First Aid (HLTAID003)	17
First Aid Awareness (non-accredited)	1
Fit for Work Workshop	9
Fraud Awareness Training	13
GST Training	3
Health & Safety Representative Course	5
Heavy Vehicle Driver Training - Upgrade to HR Licence	2
HRW Licence Renewal	1
ICAC - Corruption Prevention Workshop	1
Implement a Traffic Control Plan (Yellow Card)	10
Liquefied Chlorine Gas	2
Managing Angry Adolescents Differently	1
Mental Health First Aid	2
Microsoft 70-243: Administering and Deploying SCCM 2012	1



Plant Induction and Training Record	9
Plant Induction and Training Record	13
Report Writing (Infocouncil Software)	7
Safe Work Near Overhead Power Lines	20
Service NSW Agency Staff Training	1
Statement of attainment in Use maps, plans, drawings and specifications	1
Their Future Matters Workshop	1
Traffic Controller (Blue Card)	11
Work Health Safety Due diligence	4
Workplace Induction	9
<b>Grand Total</b>	<b>291</b>

Total Expenditure 2019/20	<b>\$199,322.92</b>
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# Section 3 Statutory Disclosures

The following matters are required to be reported by Council under Section 428(4), Section 406(3) of the *Local Government Act 1993* and the *Local Government (General) Regulation 2005* and are listed with the corresponding clause number. Figures given are for 2019/20.

## Local Government Act 1993

**Section 428(4) (a)** Council's Audited Financial Reports – See Section 5 of this document

**Section 428A** Report on the State of the Environment

This report is available on Council's website: [www.coonambleshire.nsw.gov.au](http://www.coonambleshire.nsw.gov.au)

## Local Government (General) Regulation 2005

**Clause 132** Rates and charges written off

Rates and charges totalling \$1,015.91 were written off during the 2019/20 financial year.

Pensioner Rebates	\$110,160.79
Write off Interest under Hardship Policy	\$ Nil

Council received a Government subsidy of 55% of Pensioner Write-offs during the year. The 2019/20 subsidy amounted to \$61,589.43.

**Clause 217(1) (a)** Overseas Visits

No overseas trips were undertaken by Council representatives during the 2019/20 year.

**Clause 217(1) (a1)** Councillor Expenses

Fees for Councillors of the Coonamble Shire have been determined by Council within the limits approved by the Local Government Remuneration Tribunal as:

Councillor	\$10,647.00 per annum
Mayor	\$20,256.00 per annum

The total expenditure during the year was:

Councillors' Fees	\$ 75,225.00
Mayoral Fees	\$ 20,256.00
Delegates' Expenses	\$ 6,508.60
Travel/Sustenance	\$ 2,455.84
Insurance – Members Accident	\$ 29,389.06
Training	\$ 8,908.33
Total	<u>\$ 145,607.63</u>

A review of Council's payment of expenses and the provision of facilities to the Mayor and Councillors Policy was adopted on 14 August 2019 (Min #4453). A copy of this Policy is provided at **APPENDIX A**.

- (i) There is no dedicated office equipment made available to the Mayor or any individual councillor. Council does provide office facilities and access to Council communications equipment that may be used by councillors in carrying out their civic functions. Laptops have been provided to Councillors and iPads have been made available to two (2) Councillors.
- (ii) No facilities were provided to Councillors of either a mobile telephone or land lines installed at Councillors' homes.
- (iii) During the year Councillors attended several conferences and workshops – these included:
  - Roads conference – Adelaide
  - Office of Local Government Annual Conference
- (iv) Training undertaken by Councillors during 2019/20:
  - Local Government NSW - Customised Councillor Workshop
  - Mayors Seminar
- (v) No interstate visit was undertaken by Councillors during the 2019/20 year.
- (vi) No overseas trips were undertaken by Council representatives during the 2019/20 year.
- (vii) There was no expense paid to any person who accompanied any councillor in the performance of their civic function.
- (viii) No expenses were paid to any person for the provision of care for a child or, or an immediate family member of, a councillor to allow the councillor to perform their civic function.

**Clause 217 (1) (a2)**      Contracts Awarded by Council

Council awarded the following contracts in excess of \$150,000 during the 2019/20 financial year:

Awarded to	Goods/Services Provided	Actual 2019/20 Excl GST
JCB Construction Equipment Australia	Padfoot Roller	189,900.00
Conex Pty Ltd	Pilliga Road Floodway Reconstruction	215,050.00
Drake Trailers Pty Ltd	Low Loader Trailer	254,953.09
Comdain Civil Construction Pty Ltd	Coonamble Levee Upgrade State 4	1,572,367.21
Premise Pty Ltd	Scoping Study – Coonamble Treatment Plant	62,430.00
Holcim (Australia) Pty Ltd	Single Source Supplier – Concrete Pipes	N/A
Exeloo Pty Ltd	Supply Exeloo Jupiter Silver Twin Cubicle Amenities Building	150,600.00

**Clause 217 (1) (a3)**      Summary of Legal Proceedings

Council costs in regard to legal proceedings for 2019/20 amounted to \$187,932.00

**Clause 217 (1) (a4)**      Subsidised Private Works

Council did not undertake any subsidised private works during the year.

**Clause 217 (1) (a5)**      Donations and Contributions under Section 356

A total of \$72,029.88 was donated or contributed by Council during the year.

**Clause 217 (1) (a6)**      Delegations to External Bodies

Council has delegated the following functions to the organisations listed below:

- (i) **Castlereagh-Macquarie County Council** undertakes noxious weed control across the Local Government Area.
- (ii) **Coonamble Shire Youth Council** provides direction on youth affairs and co-ordinates/promotes events.
- (iii) **Quambone Resources Committee** responsible for control and management of Quambone Memorial Hall in the village of Quambone.

**Clause 217 (1) (a7)**      Companies in which Council held a Controlling Interest

Council held no controlling interest in any Company.

**Clause 217 (1) (a8) Partnerships, Cooperatives, Joint Ventures to which Council was a party**

- Coonamble Shire Council is a member of the *North Western Library Service*, a cooperative providing library services to the Shires of Bogan, Coonamble, Gilgandra and Warren. The quality of service is significantly enhanced by participation in the Joint Library Service.

**Clause 217 (1) (a9) Equal Employment Opportunity (EEO)**

The purpose of Council's policy is to eliminate discrimination in employment and to promote opportunities for identified under-represented groups. Council's EEO Management Plan comprises four key strategies for an effective approach to EEO. Activities undertaken during 2019/20 are as follows:

1. Policies and procedures – *All policies and procedures conform with EEO principles:*
  - Review of Council's policies and procedures
  - Review of position descriptions, recruitment advertising, performance appraisals and training procedure
  - Provision of equal access to opportunities for training and development.
2. Communication and awareness – All staff understand EEO principles and their responsibilities and rights in relation to EEO:
  - Updated information posted on staff notice boards
  - All aspects of EEO are covered in Coonamble Shire's new staff induction program
  - Responsibilities are conveyed to new Managers/Supervisors.
3. Training and development – *All staff has equal access to training and development opportunities relevant to their needs:*
  - Training and development policy and procedures reviewed.
  - Staff responsible for approving training, are made aware of EEO principles.
4. Implementation, evaluation and review – *EEO Management Plan is successfully implemented, effectively evaluated and periodically reviewed.*
  - Staff with specific responsibilities in relation to the implementation of the EEO Management Plan are identified and their responsibilities communicated to them.
  - Implementation of EEO Management Plan monitored bi-annually.



**Clause 217 (1) (b)**                      General Manager remuneration

Total remuneration of the general manager during the 2019/20 year: \$279,866.00

**Clause 217 (1) (c)**                      Senior Staff – remuneration

Council's only designated "Senior Staff" position is that of the General Manager [as reported in 217 (1) (b)]

**Clause 217 (1) (e)**                      Stormwater Management Services

Council did not levy any charge for stormwater management services during 2019/20.

**Clause 217 (1) (f)**                      Companion Animals Act and Regulation

Pets add another dimension to our lives bringing constant companionship, friendship and loyalty and trust. It is mandatory under the Companion Animals Act 1998 that pet owners ensure their cats and dogs are microchipped for identification and registered with their local Council. Animal control is an important function of Council and the following information is provided to ensure Council's activities during the year in relation to enforcing and ensuring compliance with the *Companion Animals Act 1998* and the *Companion Animals Regulation 2018*:

- (ii) Council has lodged data with the Office of Local Government relating to five dog attacks during the year this included menacing and danger dogs declarations. Approximately 21 infringement notices were issued for animals in 2019/20.
- (iii) Over the 2019/20 year Council incurred \$141,949.00 carrying out companion animal management activities.
- (iv) A total of 74 animals were impounded during 2019/20. Council endeavours to re-house animals where possible, as an alternative to euthanasia. The incidence of re-housing is dependent upon suitable animals being available and the demand at the time.
- (v) Council has adopted a companion animal management plan. A dedicated "off leash" area is identified within the plan and is located off Macdonald Park in Aberford Street, Coonamble.
- (vi) Council has implemented a policy for the keeping of domestic animals.
- (vii) Council received \$30,420.00 in registration/sundry fees for companion animals during the year. Council's net cost relating to the management of companion animals for the same period was \$111,529.00.

### *Swimming Pools Act 1992 and Swimming Pools Regulation 2018*

Details of inspections of private swimming pools. Include the number of inspections that:

Were of tourist and visitor accommodation	Nil
Were of premises with more than two (2) dwellings	Nil
Resulted in issuance of a certificate of compliance under s22d of the <i>Swimming Pools Act 1992</i>	4
Resulted in issuance of a certificate of non-compliance under cl 21 Swimming Pools Regulation 2018.	Nil

## *Disability Inclusion Act 2014*

### ***Disability Inclusion Act 2014 Section 13***

Council adopted the Disability Inclusion Action Plan in June 2017. The plan demonstrates Council's commitment to improving access and inclusion and identifies what Council can do to promote and achieve equality for residents and visitors to the Coonamble Shire Local Government Area (LGA). During 2019/20 Council installed disability parking at the Coonamble Medical Centre.

## *Carer's (Recognition) Act 2010*

### **Section 8 (2)**

Managers are reminded of their obligations under this Act and to include appropriate reference to carers when reviewing policies. The Rights of Carers are incorporated into council's Disability Action Plan.

Hein Basson  
**General Manager**

# Government Information (Public Access) Act 2009

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

Review Carried out by the agency	Information made publicly available by the agency
Yes	Yes
No new additional government information was released	

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
2

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%	0%	



STATISTICAL INFORMATION ABOUT ACCESS APPLICATIONS (SCHEDULE 2)

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	1	0	0	0	0	0	0	0		
Members of Parliament	0	0	0	0	0	0	0	0		
Private sector business	0	0	0	0	0	0	0	0		
Not for profit organisations or community groups	0	0	0	0	0	0	0	0		
Members of the public (application by legal representative)	0	0	1	0	0	0	0	0	1	50%
Members of the public (other)	1	0	0	0	0	0	0	0	1	50%
Total	1	0	1	0	0	0	0	0	2	
% of Total	50%	0%	50%	0%	0%	0%	0%	0%		

\* 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.

**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		
Access applications (Other than personal information applications)	1	0	1	0	0	0	0	0	2	100%
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0		
<b>Total</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	
<b>% of Total</b>	<b>50%</b>	<b>0%</b>	<b>50%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>		

\* A **personal information application** is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

**Table C: Invalid applications**

Reason for invalidity	No of applications	% of Total
Application does not comply with formal requirements (section 41 of the Act)	0	0%
Application is for excluded information of the agency (section 43 of the Act)	0	0%
Application contravenes restraint order (section 110 of the Act)	0	0%
Total Number of invalid applications received	0	0%
Invalid applications that subsequently became valid applications	0	0%

**Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act**

	Number of times consideration used *	% of Total
Overriding secrecy laws	0	0%
Cabinet information	0	0%
Executive Council information	0	0%
Contempt	0	0%
Legal professional privilege	0	0%
Excluded information	0	0%
Documents affecting law enforcement and public safety	0	0%
Transport safety	0	0%
Adoption	0	0%
Care and protection of children	0	0%
Ministerial code of conduct	0	0%
Aboriginal and environmental heritage	0	0%

\* More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.



**Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of Act**

	Number of occasions when application not successful	% of Total
Responsible and effective government	0	0%
Law enforcement and security	0	0%
Individual rights, judicial processes and natural justice	1	100%
Business interests of agencies and other persons	0	0%
Environment, culture, economy and general matters	0	0%
Secrecy provisions	0	0%
Exempt documents under interstate Freedom of Information Legislation	0	0%
Total	1	

**Table F: Timeliness**

	No of applications	% of Total
Decided within the statutory timeframe (20 days plus any extensions)	2	100%
Decided after 35 days (by agreement with applicant)	0	0%
Not decided within time (deemed refusal)	0	0%
Total	2	

**Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)**

	Decision varied	Decision upheld	Total	% of Total
Internal review	0	0	0	0%
Review by Information Commissioner*	0	0	0	0%
Internal review following recommendation under section 93 of the Act	0	0	0	0%
Review by ADT	0	0	0	0%
Total	0	0	0	0%

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 (type by applicant)**

	No of applications for review	% of Total
Applications by access applicants	0	0%
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0	0%

**Table I: Applications transferred to other agencies.**

	Number of applications transferred	% of Total
Agency - Initiated Transfers	0	0%
Applicant - Initiated Transfers	0	0%
Total	0	

## ***ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979***

### **Section 93F - Planning Agreements.**

Council did not enter into any planning agreements in 2019/20.

## **ENVIRONMENTAL UPGRADE AGREEMENTS**

### ***Local Government Act 1993 Section 54P***




Council did not enter into any agreements in 2019/20.

## Section 4 Reporting on Delivery Program



### Theme: Our People

#### Our community is connected across geographic, interest, cultural and social groups


Leverage online technologies to improve virtual connections


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P1.1.1 Continue to improve the quality of Coonamble Shire Website.	Ensure that all images of seniors, people with a disability and youth are positive and language is appropriate.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Website continues to be monitored weekly to ensure content appropriateness.	As of 30 June 2020 - Website continues to be monitored weekly to ensure content appropriateness.	
P1.1.1 Continue to improve the quality of Coonamble Shire Website.	Investigate technologies for live streaming Council meetings.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - The installation of the necessary equipment to enable live streaming of Council meeting was completed prior to the February 2020 Council meeting.	As of 30 June 2020 - The installation of the necessary equipment to enable live streaming of Council meeting has been completed	
P1.1.1 Continue to improve the quality of Coonamble Shire Website.	Maintain a Positive Ageing presence on the website that includes information on local initiatives, and links to key aged care websites.	Director Community Services	Completed	100%	As of 30 June 2020 - A Positive Ageing page has been created on Council's website. Maintenance is ongoing. <a href="http://www.coonambleshire.nsw.gov.au/Community/positive-ageing">http://www.coonambleshire.nsw.gov.au/Community/positive-ageing</a>	Website continues to be monitored weekly to ensure content appropriateness.	






DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P1.1.1 Continue to improve the quality of Coonamble Shire Website.	Promote library as a community internet access point. Promote Town Wi-Fi hot spot.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Promotion of these Council services are ongoing.	As of 30 June 2020 - Promotion of these Council services are ongoing.	
P1.1.1 Continue to improve the quality of Coonamble Shire Website.	Review of website design and layout. Review links to community group sites to ensure information is current.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Review of website layout with content updated by Council's Community Services department.	As of 30 June 2020 - Review of website layout with content updated by Council's Community Services department.	

#### Increase the representation of Aboriginal people in community roles including local government

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P1.2.1. Utilise Local Government Week to raise awareness of the role and function of Council	Conduct community awareness campaign during Local Government Week August 2018.	Director Community Services	Completed	100%	As of 31 December 2019 - Community consultation and awareness campaigns were conducted across the Shire during Local Government Week including: assistance to lodge a vote for the "My Community" grant program offered by Service NSW, attractive "Did you Know?" panels highlighting Council services and activities.	Completed as of 31 December 2019	





DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P1.2.2. Provide appropriate opportunities for Aboriginal people to participate in Councils community planning	Regularly attend CWP's, provide information and gain feedback. Utilise NAIDOC and other specific events for consultation activities.	Director Community Services	Completed	100%	As of 30 June 2020 - No Community Working Party meeting held during reporting period. Coonamble Local Land Council work in collaboration with Council to deliver youth activities through the school holiday program.	No Community Working Party meetings during reporting period. Consultation opportunities utilised.	

**Leverage the skills and knowledge in our community to promote social interaction and facilitate knowledge sharing**


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P1.3.1. Support activities/projects that increase community participation and connection	Ensure Disability Access specific award to be included in local business awards.	Director Community Services	Not Progressing	0%	As of 30 June 2020 - No Coonamble and District Chamber of Commerce Business Awards held in 2019/20.	No Coonamble and District Chamber of Commerce Business Awards held in 2019/20.	
P1.3.2. Maintain local business database. Distribute relevant information to local businesses.	Maintain website business database.	General Manager	Completed	100%	As of 30 June 2020 - The newly appointed Manager Economic Development and Growth will attend to this function, in conjunction with keeping other relevant information on Council's website current.	As of 30 June 2020 - The newly appointed Manager Economic Development and Growth will attend to this function, in conjunction with keeping relevant information on Council's website current.	
P1.3.3. Provide Community Development Workers to facilitate community building.	Coordinate appropriate Community Development Worker recruitment, as required.	Human Resources Manager	Completed	100%	As of 30 June 2020 - No recruitment activities regarding this role required for this reporting period.	As of 30 June 2020 - No recruitment activities regarding this role required for 19/20 year.	

## Develop and grow the community's sense of shared responsibility



Encourage an inclusive, active community where people look out for each other





DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P2.1.1. Utilise Safer by Design principles in public space planning	Incorporate Safer by Design principles into any public space development including parks, walkways, car parks.	Director of Corporate and Urban Services	Not Due to Start	0%	As of 30 June 2020 - No public development has been carried out during the reporting period.	As of 30 June 2020 - No public development has been carried out during the reporting period.	
P2.1.2. Work with Police and communities to target crime hot spots	Participate in Community Policing meetings.	Director Community Services	Completed	100%	As of 30 June 2020 - Council actively participated in Police facilitated meetings and youth initiatives during the reporting period. Funding of \$153,000 secured for additional security camera infrastructure in Smith and Broome Parks and the Coonamble Library.	Police and community meetings attended. Liaison with Police to retain local policing numbers. Installation of additional security cameras complete.	
P2.1.3. Support activities that promote community involvement in neighbourhood safety.	Support Coonamble Alcohol and Drug Initiative Crime and Justice Action Group activities.	Director Community Services	Completed	100%	As of 30 June 2020 - Council actively supported new drug and alcohol referral service. Assistance provided to Coonamble Crime Prevention Group as requested.	Support and participation provided as requested.	
P2.1.4. Provide Crime Prevention information.	Maintain information on Council website.	Director Community Services	Completed	100%	As of 30 June 2020 - Crime prevention information maintained on Council's website.	Crime prevention presence on Council website reviewed and maintained.	





DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P2.1.4. Provide Crime Prevention information.	Conduct home safety campaign during Seniors Week.	Director Community Services	Not Due to Start	0%	As of 30 June 2020 - No progress to date. A home/environment safety campaign in scheduled March/April 2020 to coincide with the implementation of new security camera infrastructure across the community.	Due to COVID-19 this campaign was not commenced.	

#### Develop and grow the community's sense of shared responsibility


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P2.2.1. Work with partners to develop programs that assist women and children to escape from family violence and men to address family violence	Collaborate with Coonamble Domestic Violence Committee to raise awareness of Family Violence	Director Community Services	Completed	100%	As of 30 June 2020 - Active member of DV Collective Committee. Attend meetings and participate in awareness campaigns.	Active member of Coonamble Domestic Violence Collective Committee.	
P2.2.2. Work with community groups to develop local solutions to drug and alcohol related issues.	Support Coonamble Alcohol and Drug Initiative.	Director Community Services	Completed	100%	As of 30 June 2020 - Local Drug and Alcohol workers continue to accept referrals and supported in their roles.	Services supported.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P2.2.3. Work with partners to develop strategies to minimise crime and anti-social behaviour in the community.	Ensure seniors interests are considered when reviewing the effectiveness of safety camera and alcohol-free zones.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Alcohol free zones have been extended. The installation of additional remote CCTV cameras funded through the Safer Communities grant program was also completed prior to the 30 June 2020	As of 30 June 2020 - Alcohol free zones have been extended. The installation of additional remote CCTV cameras funded through the Safer Communities grant program was also completed prior to the 30 June 2020	
P2.2.3. Work with partners to develop strategies to minimise crime and anti-social behaviour in the community.	Ensure street lighting (particularly within the vicinity of aged accommodation facilities) meets the needs of seniors.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - a review was completed with representatives from Essential Energy assisting Council. Area's identified by Council, the police and community representatives as requiring additional lighting have been incorporated into Essential Energy's planned LED upgrades to Street lighting within the local government area.	As of 30 June 2020 - a review was completed with representatives from Essential Energy assisting Council. Area's identified by Council, the police and community representatives as requiring additional lighting have been incorporated into Essential Energy's planned LED upgrades to Street lighting within the local government area.	
P2.2.3. Work with partners to develop strategies to minimise crime and anti-social behaviour in the community.	Contribute to stakeholder initiatives where appropriate, support Coonamble Alcohol and Drug Initiatives (CADI).	Director Community Services	Completed	100%	As of 30 June 2020 - Council will continue to provide secretarial support to the group if/when reformed. The Salvation Army Drug and Alcohol workers continue to accept referrals.	Council community service staff continues to support services.	
P2.2.4. Control straying animals.	Continue community education campaign. Continue de-sexing program. Utilise rescue programs to rehouse animals where appropriate.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 -De-sexing program, education of registration and micro-chipping continued during the reporting period. Council participate in the animal rehoming program.	As of 30 June 2020 -De-sexing program, education of registration and micro-chipping continued during the reporting period. Council participate in the animal rehoming program.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P2.2.5. Liaise with local Police and State Government to increase Police presence.	Work with the new Local Area Command to ensure Policing activity is adequate.	General Manager	Completed	100%	As of 30 June 2020 - Have personally met with Inspector David Maher, and he confirmed that additional numbers were allocated to the Coonamble station and area. It seems that increased Police numbers and presence, as well as a dedicated liaison person for especially youth, are paying the necessary positive dividends.	As of 30 June 2020 - Have personally met with Inspector David Maher, and he confirmed that additional numbers were allocated to the Coonamble station and area. It seems that increased Police numbers and presence, as well as a dedicated liaison person for especially youth, are paying the necessary positive dividends.	
P2.2.6. Provide Crime Prevention information	Maintain information on Council website.	Director Community Services	Completed	100%	As of 30 June 2020 - Crime prevention information published on Council's website.	Crime prevention information published and maintained on Council's Website.	



## *A range of services supports our community to lead healthy lifestyles*



### **P3.6 Improve access to rehabilitation support for people with drug and alcohol addictions**

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P3.6.1 Work with relevant organisations to improve community member access to appropriate drug and alcohol rehabilitation.	Continue to support the Coonamble Drug and Alcohol Initiative in developing innovative approaches to accessing drug and alcohol rehabilitation.	Director Community Services	Completed	100%	As of 30 June 2020 - Service providers are working directly with the Salvation Army Drug and Alcohol Worker. CADI has been in recess for some time, however Council facilitated consultation with key stakeholders to revisit CADI.	Ongoing support provided to agencies delivering drug and alcohol initiatives.	




## Support and promote healthy lifestyles




DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P3.1.1. Advocate, support and raise awareness of programs that promote the physical and mental health and well-being of community members.	Advocate, support and raise awareness of programs that promote the physical and mental health and well-being of community members.	Director Community Services	Completed	100%	As of 30 June 2020 - Council supported the Coonamble Together Partnership, Coonamble and Gulargambone Interagency, Youth Interagency, Coonamble Women's Shed, Coonamble Drought Busters Alliance and other service providers in their activities.	Council provided support for these programs which were adjusted slightly due to COVID-19.	
P3.1.1. Advocate, support and raise awareness of programs that promote the physical and mental health and well-being of community members.	Maintain and promote a healthy ageing and lifestyle resource library for seniors.	Director Community Services	Completed	100%	As of 30 June 2020 - Healthy ageing and lifestyle resource have been established at the Coonamble Library. The Library hosts a senior's craft group regularly.	Collection maintained and promoted to residents.	
P3.1.1. Advocate, support and raise awareness of programs that promote the physical and mental health and well-being of community members.	Promote Beyond Blue program through Youth Week. Promote Black Dog Institute through Coonamble & Gulargambone Libraries. Partner with local agencies in community development activities within Councils resources.	Director Community Services	Completed	100%	As of 30 June 2020 - Black Dog: Agreement no longer in place with NSW Libraries. The Library now offers Books on Prescription - that assist people in managing their well-being. The Library hosted an event on International Day of People with Disability and support provided to the Wide-Angle Film Festival during Mental Health Week.	Awareness raising through Library, School Holiday Programs, and youth projects.	



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P3.1.2. Inspection of Food premises.	Carry out annual food premises inspections and food handling education program.	Director of Corporate and Urban Services	Completed	100%	As of 30 June - Food premises inspections have been completed.	As of 30 June - Food premises inspections have been completed.	
P3.1.3. Maintain and enhance age appropriate play areas that meet the needs of ages 0-5 and 6-12 years.	Maintain playground equipment for ages 0-5 years and 6-12 years.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Inspection of playground equipment is ongoing and maintenance to equipment is carried as required.	As of 30 June 2020 - Inspection of playground equipment is ongoing and maintenance to equipment is carried as required.	

#### Improve access to medical and specialist services


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P3.2.1. Continue to advocate for appropriate medical services.	Assist in the provision of accommodation for medical and dental practitioners.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Accommodation is provided.	As of 30 June 2020 - Accommodation is provided.	

Improve access to services for disengaged community members.

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P3.3.1. Support appropriate community development activities undertaken by a range of organisations and provide assistance with project development, governance, grant writing, community building and group facilitation.	Provide community assistance through Community Services Unit. Assist local community service agencies with Community Development capacity building.	Director Community Services	Completed	100%	As of 30 June 2020 - Council continues to provide support to agencies/organisations to build community capacity, including Coonamble Together Partnership Group, Coonamble Interagency, Coonamble Women's Shed and Coonamble Rodeo.	Services supported.	
P3.3.2. Build community capacity around inclusion of people from all cultural, social and ability groups.	Review seating provision in Coonamble main street.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Review of main street seating was completed as part of the development of the Coonamble Shire masterplan as adopted by Council.	As of 30 June 2020 - Review of main street seating was completed as part of the development of the Coonamble Shire masterplan as adopted by Council.	
P3.3.2. Build community capacity around inclusion of people from all cultural, social and ability groups.	Source funding for additional accessible public toilets.	Director of Corporate and Urban Services	Progressing	90%	As of 30 June 2020 - A Council order has been placed for the supply of toilet block unit as per Council resolution. The installation of the toilet block in the Coonamble CBD will be carried out in the 2020/21 financial year.	As of 30 June 2020 - A Council order has been placed for the supply of toilet block unit as per Council resolution. The installation of the toilet block in the Coonamble CBD will be carried out in the 2020/21 financial year.	



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P3.3.2. Build community capacity around inclusion of people from all cultural, social and ability groups.	Supporting ageing and disability services in the changing climate of the National disability Insurance Scheme	Director Community Services	Completed	100%	As of 30 June 2020 - Housebound book program operating, ongoing support of services through interagency meetings in both Coonamble and Gulargambone and the Coonamble Together Partnership. Regular update provided by NDIS.	Services supported.	
P3.3.2. Build community capacity around inclusion of people from all cultural, social and ability groups.	Activities and events managed by Council are accessible by all groups.	Director Community Services	Completed	100%	As of 30 June 2020 - Event audits undertaken regularly to improve accessibility and inclusion - ongoing.	Event audits undertaken regularly to improve accessibility and inclusion	

#### Increase the community's involvement in sporting activities

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P3.4.1. Ensure parks and gardens and sportsgrounds are maintained to an acceptable standard.	Improve irrigation system at Coonamble Sportsground and Smith Park to ensure ground coverage.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - The upgrade to the irrigation system at the Coonamble Sportsground & Smith Park has been completed.	As of 30 June 2020 - The upgrade to the irrigation system at the Coonamble Sportsground & Smith Park has been completed.	








### Increase capacity for organisations to attract and retain volunteers

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P3.5.1. Provide volunteer related information to local organisations.	Acknowledge local volunteers.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Volunteer Policy drafted and processes commenced. Activities for annual campaign for volunteers not conducted due to COVID-19 restrictions.	As of 30 June 2020 - Volunteer Policy drafted and processes commenced. Activities for annual campaign for volunteers not conducted due to COVID-19 restrictions.	
P3.5.1. Provide volunteer related information to local organisations.	Provide links, grants information and supporting information to community and sporting organisations.	Director Community Services	Completed	100%	As of 30 June 2020 - Community Grant Opportunities newsletter distributed/published each month via subscription database, Council website and Facebook. Advice provided to numerous community organisations in developing their funding applications i.e. Coonamble Education Fund, Coonamble High School, Gulargambone Co-Op.	Grant opportunities information shared disseminated.	




### Our community respects and encourages the diversity of culture, ability, and ages of our population

#### Increase opportunities for our community to celebrate together

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P4.1.1. Support activities that promote cultural awareness and diversity in ability and age.	Support intergenerational programs that promote the benefits of age and maturity.	Director Community Services	Completed	100%	As of 30 June 2020 - Council continued to operate a fortnightly housebound book delivery service during reporting period. Senior craft sessions hosted, and school holiday program delivered. School holiday programs developed to encourage intergenerational participation.	Due to COVID-19 these programs operated a little differently and senior craft sessions put on hold.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P4.1.1. Support activities that promote cultural awareness and diversity in ability and age.	Participation in Youth Week, Children's Week, Harmony Day, Seniors Week, International Day of People with a Disability & NAIDOC.	Director Community Services	Completed	100%	As of 30 June 2020 - International Day of People with a Disability fell within the reporting period. Activities and awareness raising conducted at the Coonamble Library. Council participated in the hosting of the 2019 Children's Week event and hosted the Wide-Angle Film Festival during Mental Health Week.	Due to COVID-19 facilitation of some events was put on hold.	
P4.1.2. Continue to facilitate Australia Day activities.	Host Annual Australia Day event.	Director Community Services	Completed	100%	As of 30 June 2020 - Successful Australia Day celebrations hosted in Coonamble and Gulargambone.	Australia Day event completed.	
P4.1.3 Facilitate and support appropriate child and youth activities	Provide after school activities at Quambone.	Director Community Services	Completed	100%	As of 30 June 2020 - Quambone After School Program operates two days per week during school term.	Due to COVID-19 the Quambone After School Program was put on hold.	
P4.1.3 Facilitate and support appropriate child and youth activities	Provide after school and holiday activities at Coonamble and Gulargambone.	Director Community Services	Completed	100%	As of 30 June 2020 - After school activities provided three days per week at the Gulargambone Youth Centre and holiday activities five days per week during school holiday periods. After school and holiday activities provided at Coonamble Library each weekday.	Due to COVID-19 after school activities were put on hold, and school holiday programs were delivered differently.	


### Improve interaction across social cultural and age groups

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P4.2.1. Provide strategic early intervention community development programs for children, young people, and vulnerable community members.	Facilitate Youth Council. Seek funding opportunities that align with Council's Child & Youth Development policy.	Director Community Services	Completed	100%	As of 30 June 2020 - Council's Youth Officer has engaged with the local youth during the reporting period and planned to commence the formation of the Youth Council.	Due to COVID-19 Youth Council was put on hold.	
P4.2.2. Carry out actions contained in Coonamble Shire Positive Aging Strategy	Review Accessible Parking spaces at key Council recreational facilities.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Council recreational areas are compliant. Council has received the updated guidelines from Service NSW relating to designated disabled parking spaces and works will be programmed in the first 1/2 of the 2020/21 financial year.	As of 30 June 2020 - Council recreational areas are compliant. Council has received the updated guidelines from Service NSW relating to designated disabled parking spaces and works will be programmed in the first 1/2 of the 2020/21 financial year.	
P4.2.2. Carry out actions contained in Coonamble Shire Positive Aging Strategy	Review Council's current communications mechanisms to ensure compliance with accessibility standards.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Communications mechanisms have been reviewed. Increased utilisation of Council's social media platforms, along with the introduction of regular talkback sessions on the local radio station will continue as this also serve as means for further engaging the community with Council.	As of 30 June 2020 - Communications mechanisms have been reviewed. Increased utilisation of Council's social media platforms, along with the introduction of regular talkback sessions on the local radio station will continue as this also serve as means for further engaging the community with Council.	




DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P4.2.4. Implementation principles of multiculturalism across Council business.	Conduct annual review of Multicultural Services Program Plan.	Human Resources Manager	Not Due to Start	0%	As of 30 June 2020 - Annual review completed, policy also reviewed and drafted for 20/21 year.	As of 30 June 2020 - Annual review completed, policy also reviewed and drafted for 20/21 year.	
4.2.5. Ensure Council consultation provides opportunities for participation for people from diverse backgrounds.	Monitor implementation and review Community Consultation Guidelines.	Director Community Services	Completed	100%	As of 30 June 2020 - Guidelines monitored regularly and implemented as required.	Guidelines monitored regularly and implemented as required.	
P4.2.6. Provide appropriate support to organisations that provide services to people with a disability and cultural and linguistically diverse (CALD) community members.	Provide community development support to local organisation providing CALD services, where requested.	Director Community Services	Completed	100%	As of 30 June 2020 - Support provided as requested - ongoing. Implementation of the Disability Inclusion Action Plan continues.	Support provided as requested.	



### Promote role models who demonstrate community respect

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P4.3.1. Provide Aboriginal Cultural Awareness training to all staff and Councilors.	Provide Aboriginal Cultural Awareness training to all staff and Councilors as required.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Due to COVID-19 restrictions, training activities were limited and any relevant training in this area was deferred until 20/21.	As of 30 June 2020 - Training was not required in Jul-Dec 2019 period, with COVID-19 restrictions limiting training activities and any relevant training in this area was deferred until 20/21.	






### Promote more cultural events in the shire




DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
P4.4.1. Assist Coonamble Shire events with marketing and promotion.	Provide promotion through e-newsletter, website, and Facebook page. Provide advice and guidance through tourism staff.	Director Community Services	Completed	100%	As of 30 June 2020 - Advice and information provided to local event organisers as requested. Promotional material for events delivered to tourism "hot spots" around the communities and showcased on electronic billboard, tourism Facebook page and visitcoonamble.com.au	Advice and information provided to local event organisers as requested.	
P4.4.2. Provide opportunities for access to arts related activities.	Facilitate Waste to Art education and competition.	Director Community Services	Completed	100%	As of 30 June 2020 - Due to COVID-19 planning for the 2020 Waste2art was cancelled. Council works in collaboration with Outback Arts Centre and NewWaste to host the event.	Due to COVID-19 2020 Waste2art was cancelled, with plans to host program in 2021.	
P4.4.2. Provide opportunities for access to arts related activities.	Participate in Sister City, Campbelltown Council's Fisher's Ghost event.	Director Community Services	Completed	100%	As of 31 December 2019 - Fisher's Ghost Art Competition and Festival attended by Councilor.	As of 31 December 2019 - Fisher's Ghost Art Competition and Festival attended by Councilor.	

## Theme: Our Infrastructure


### Strong community connections: Our community connections support and facilitate our access to each other and our local services

#### Maintain local road maintenance and construction



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I1.1.1. Continue to implement rolling plant replacement program	Replace plant in accordance with Rolling Replacement Program.	Director of Engineering Services	Completed	100%	As of 31 July 2020 - plant replacement up to date	As of 31 July 2020 - plant replacement up to date	
I1.1.2. Depot maintained and upgraded	Maintain Depot to meet legislative requirements.	Director of Engineering Services	Completed	100%	As of 31 July 2020 - Areas of improvement identified through audit, and improvements on going	As of 31 July 2020 - Areas of improvement identified through audit, and improvements on going	
I1.1.3. Plant operated efficiently and economically	Monitor Plant usage and costs.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - plant efficiencies in conjunction with work practices assessed.	As of 30 June 2020 - plant efficiencies in conjunction with work practices assessed.	
I1.1.4. RMS RMCC Contract continued on Castlereagh Highway (HW 18)	RMCC Maintenance Contract completed as directed by the RMS.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - no outstanding works orders	As of 30 June 2020 - no outstanding works orders	
I1.1.5. Routine maintenance, heavy patching and reseals continued under Regional Roads Block Grant contract	Regular inspection and programming of heavy patching and resealing.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - works program in place, inspections carried out in a continual basis	As of 30 June 2020 - works program in place, inspections carried out in a continual basis	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
11.1.6. Reconstruction of sealed regional roads under Regional Roads Repair Program continued.	Submit applications for REPAIR funding and complete successful grant projects.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - Applications submitted for next round	As of 30 June 2020 - Applications submitted for next round	
11.1.7. Continue local roads reconstruction under Roads to Recovery Program	Rehabilitation and reseal of Council identified priority roads.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - program complete.	As of 30 June 2020 - program complete.	
11.1.8. Continue local sealed roads routine maintenance, heavy patching & resealing.	Regular inspection and allocation of resources in accordance with budget and schedule.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - maintenance carried out within budget constraints	As of 30 June 2020 - maintenance carried out within budget constraints	
11.1.9. Continue local unsealed roads routine maintenance, grading, reforming, re-lining, causeway re-sheeting.	Complete maintenance and improvement work as detailed in Roads Management Plan.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - maintenance and improvements carried out within budget constraints	As of 30 June 2020 - maintenance and improvements carried out within budget constraints	

#### Minimise the effects of flooding on our infrastructure

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
11.2.1. Continue to invest in Levee management	Maintain Levee and provide Council share of grants.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - stage 4 of levee upgrade on schedule	As of 30 June 2020 - stage 4 of levee upgrade on schedule	

Public transport that facilitates access to services and communities for remote residents


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I1.3.1. Support projects that aim to reduce transport disadvantage.	Seek transport assistance for youth activities.	Director Community Services	Completed	100%	As of 30 June 2020 - Youth travel maintained through Transport for NSW to support youth programs and activities. "Levee Leapers" funding retained. Council secured additional funds to provide free return coach transport for local netball teams to participant in the Koori Netball Knockout in Newcastle.	Due to COVID-19 funding has been extended to 2021.	
I1.3.2. Maintain Certification of Aerodrome to CASA Regulations	Maintain Airport and surrounds to acceptable standard.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - certification maintained ground maintenance standards not met	As of 30 June 2020 - certification maintained ground maintenance standards not met	
I1.3.3. Inland rail - lobby for rail line to be via Coonamble township.	Attend information briefings.	General Manager	Completed	100%	As of 30 June 2020 - A submission has been lodged with the Senate Enquiry into the Inland Rail Project; arguing that not adequate attention has been paid to the development of the route between Narromine and Narrabri, and that the evaluation of the social and economic benefits need a higher weighting as part of the assessment criteria. A funding submission has also been lodged for a further strategic study to be undertaken on the benefits of	As of 30 June 2020 - A submission has been lodged with the Senate Enquiry into the Inland Rail Project; arguing that not adequate attention has been paid to the development of the route between Narromine and Narrabri, and that the evaluation of the social and economic benefits need a higher weighting as part of the assessment criteria. A funding submission has also been lodged for a further strategic study to be undertaken on the benefits	









DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
					bring the line closer to Coonamble. This funding has been approved and the study is underway - lead by EY-Consultants - for the creation of a link into the Inland Rail line at Curban. ARTC provides regular updates to Council regarding their progress with the Inland Rail project.	of bring the line closer to Coonamble. A funding submission has also been lodged for a further strategic study to be undertaken on the benefits of bring the line closer to Coonamble. this funding has been approved and the study is underway - lead by EY-Consultants - for the creation of a link into the Inland Rail line at Curban. ARTC provides regular updates to Council regarding their progress with the Inland Rail project.	


## *Cultural expression and enjoyment: Our community benefits from access to appropriate facilities*

Increase the exhibition and production of more cultural events in the Shire



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I2.1.1. Ensure Showground & Pavilion are well managed, and assets maintained.	Review Showground Management Plan. Implement replacement program for facility seating. Install two portable grandstands.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Showground Management plan has been reviewed. Continuation of the seating replacement program is currently not sourced through Council funds; staff will monitor for grant funding opportunities to allow the replacement program to continue.	As of 30 June 2020 - Showground Management plan has been reviewed. Continuation of the seating replacement program is currently not sourced through Council funds; staff will monitor for grant funding opportunities to allow the replacement program to continue.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I2.1.2. Encourage development of multipurpose community facilities to meet the needs of local communities.	Support development of facilities within Council budget and priorities.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Council continues to provide ongoing support to various organisations within its local government area.	As of 30 June 2020 - Council continues to provide ongoing support to various organisations within its local government area.	
I2.1.3. Support development of diverse cultural and recreational opportunities for children and young people.	Continue to source funding for development of recreational spaces for children and young people.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Council has been successful in securing grant funding to upgrade the infrastructure at the Coonamble Sportsground. These works will be carried out during the 2020/21 financial year.	As of 30 June 2020 - Council has been successful in securing grant funding to upgrade the infrastructure at the Coonamble Sportsground. These works will be carried out during the 2020/21 financial year.	
I2.1.4. Continue to support regional arts development.	Support operations of Outback Arts.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Council is a financial member of the 2019/20 Regional Arts Development Program.	As of 30 June 2020 - Council is a financial member of the 2019/20 Regional Arts Development Program.	
I2.1.5. Maintain/Improve parks to acceptable standards.	Source funding for "all abilities" play equipment to improve playgrounds throughout the Shire.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Funding sources have been monitored, no opportunities have been identified.	As of 30 June 2020 - Funding sources have been monitored, no opportunities have been identified.	




DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I2.1.5. Maintain/Improve parks to acceptable standards.	Develop maintenance plan for parks.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Presentation of Council facilities are subject to regular inspection by Council staff, works programs are set to ensure the facilities are maintained to expected levels. As part of the 2020/21 operational plan preparation service levels for these facilities was reviewed.	As of 30 June 2020 - Presentation of Council facilities are subject to regular inspection by Council staff, works programs are set to ensure the facilities are maintained to expected levels. As part of the 2020/21 operational plan preparation service levels for these facilities was reviewed.	
I2.1.6. Maintain Showground to ensure reasonable standard of facility is provided.	Installation of irrigation system to Pavilion grassed area - grant funded.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Installation of the irrigation system has been completed.	As of 30 June 2020 - Installation of the irrigation system has been completed.	
I2.1.7. Ensure pools are well maintained.	Replace pool mats.	Director of Corporate and Urban Services	Completed	100%	As of 31 December 2019 - Installation of the new pool mats have been completed at the Coonamble Pool facility.	As of 31 December 2019 - Installation of the new pool mats have been completed at the Coonamble Pool facility.	
I2.1.7. Ensure pools are well maintained.	Asset Management Plan developed for Coonamble, Gulargambone & Quambone Pools.	Director of Corporate and Urban Services	Progressing	95%	As of 30 June 2020 - These facilities are covered by Council Recreational facilities and Building plans. It is noted that the finalisation of the masterplan for the Coonamble Pool has been delayed, with the plan due for finalisation in 2020/21 financial year.	As of 30 June 2020 - These facilities are covered by Council Recreational facilities and Building plans. It is noted that the finalisation of the masterplan for the Coonamble Pool has been delayed, with the plan due for finalisation in 2020/21 financial year.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I2.1.8. Ensure pools are well maintained	Upgrade fascia at Gulargambone Pool.	Director of Corporate and Urban Services	Not Due to Start	0%	As of 30 June 2020 - planned works for the Coonamble pool have been placed on hold pending the findings from the facility masterplan currently being finalised.	As of 30 June 2020 - planned works for the Coonamble pool have been placed on hold pending the findings from the facility masterplan currently being finalised.	


#### Maintain and improve the role of our community libraries





DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I2.2.1. Provide high quality library services that are responsive to community need.	Facilitate after school activities in response to community need.	Director Community Services	Completed	100%	As of 30 June 2020 - Due to COVID-19 regular after school activities were cancelled at the Gulargambone Youth Centre (3 days per week), Quambone After School Program (2 days per week) and Coonamble Library (5 days per week).	Due to COVID-19 all after school programs were put on hold.	
I2.2.1. Provide high quality library services that are responsive to community need.	Facilitate Tech Savvy Seniors program.	Director Community Services	Completed	100%	As of 30 June 2020 - Technical support provided to seniors on an ongoing basis. The library offers access to a magnification computer for people with vision impairment. Funding was sourced for the Tech Savvy Seniors programs which operated early 2020.	Tech Savvy Seniors program run in early 2020 and technical support provided to seniors on an ongoing basis.	



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I2.2.1. Provide high quality library services that are responsive to community need.	Maintain a level of large and audio books sufficient to meet community demand.	Director Community Services	Completed	100%	As of 30 June 2020 - The library continued to purchase and maintain appropriate resources. Ongoing acquisition with the support of the North West Regional Library Service.	Large print and audio book levels monitored and maintained.	
I2.2.1. Provide high quality library services that are responsive to community need.	Support early language/literacy skills and life skills programs.	Director Community Services	Completed	100%	As of 30 June 2020 - Early language information technologies maintained. Facilitation of pre-school visits and Storytime by Librarian ongoing. Summer Reading Club hosted.	Due to COVID-19 facilitation of Storytime was put on hold. Early Language information technologies maintained, and Summer Reading Club hosted.	
I2.2.1. Provide high quality library services that are responsive to community need.	Develop and facilitate annual patron survey.	Director Community Services	Not Due to Start	0%	As of 30 June 2020 - Not yet commenced. Biannual patron survey due to commence in before end of 2020.	Due COVID-19 physical surveys were unable to be handed out, this has been put on hold until end of 2020.	

#### Share access to local facilities to fully realise the potential of local infrastructure






DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I2.3.1. Continue to upgrade and maintain infrastructure that supports cultural recreational and leisure activities	Audit Shire signage at Key venues. Investigate installation of Tactile Guidance Surface Indicators.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Annual review of signage at Council swimming pools has been completed. Noting that the installation of the signage as part of the refurbishment of the amenities at the Coonamble swimming pool whilst not finished as at the 30 June 2020 was completed prior to the opening of the facility.	As of 30 June 2020 - Annual review of signage at Council swimming pools has been completed. Noting that the installation of the signage as part of the refurbishment of the amenities at the Coonamble swimming pool whilst not finished as at the 30 June 2020 was completed prior to the opening of the facility.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I2.3.1. Continue to upgrade and maintain infrastructure that supports cultural recreational and leisure activities	Improve toilet and change room facilities at pools. Grant funded.	Director of Corporate and Urban Services	Progressing	90%	As of 30 June 2020 - Upgrades to the Coonamble swimming pool amenities have commenced with significant progress being made. The planned works will be completed prior to the commencement of the 2020/21 swimming season.	As of 30 June 2020 - Upgrades to the Coonamble swimming pool amenities have commenced with significant progress being made. The planned works will be completed prior to the commencement of the 2020/21 swimming season.	
I2.3.1. Continue to upgrade and maintain infrastructure that supports cultural recreational and leisure activities	Review Asset Management Plan Building Maintenance. Carry out works in accordance with AMP.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Asset Management Plan has been reviewed and maintenance work carried out.	As of 30 June 2020 - Asset Management Plan has been reviewed and maintenance work carried out.	
I2.3.2. Investigate and maximise opportunities for Council buildings to be used for multipurpose community activity	Monitor and review use of Council buildings.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Continued ongoing monitoring and review of the utilisation of Council buildings.	As of 30 June 2020 - Continued ongoing monitoring and review of the utilisation of Council buildings.	
I2.3.3. Manage Councils Local Heritage Fund. Oversee provision of Heritage Advisory Services.	Assist with grant applications by individuals and organisations.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Promotion of grant opportunities disseminated through Council's Monthly Grant Opportunities e-blast and via Council's website and Facebook page. Council does not employ Heritage Officer due to cost/benefit deficiency. Advice provided to residents and ratepayers to assist in the development grant applications.	As of 30 June 2020 - Promotion of grant opportunities disseminated through Council's Monthly Grant Opportunities e-blast and via Council's website and Facebook page. Council does not employ Heritage Officer due to cost/benefit deficiency. Advice provided to residents and ratepayers to assist in the development grant	





DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
						applications.	



## Good health: Our community has safe and reliable access to our primary utilities

### Deliver safe drinking water and sewerage services


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I3.1.1. Implement a mains replacement program based on Water Management Plan	Continue to progress mains replacement program	Director of Engineering Services	Not Progressing	0%	As of 30 June 2020 - program not met due to competing priorities	As of 30 June 2020 - program not met due to competing priorities	
I3.1.3. Ensure water assets are well maintained	Maintenance of mains, services and essential infrastructure undertaken.	Director of Engineering Services	Completed	100%	As of 30 June 2020 -service reliable, failures have quick response times	As of 30 June 2020 -service reliable, failures have quick response times	
I3.1.4. Implement a mains relining program based on Sewerage Management Plan	Mains relining commenced.	Director of Engineering Services	Not Progressing	0%	As of 30 June 2020 - relining program delayed due to competing priorities	As of 30 June 2020 - relining program delayed due to competing priorities	
I3.1.5. Maintain sewer assets	Monitor and repair pumps and equipment.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - water assets operating efficiently	As of 30 June 2020 - water assets operating efficiently	
3.1.6. Treatment Plants maintained to Legislative requirements.	Regular monitoring of effluent quality.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - legislative requirements met	As of 30 June 2020 - legislative requirements met	

### Improve community access to services

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I3.2.1. Liaise with RFS to provide operational and strategic fire protection in Coonamble	Attend Bush Fire Management Committee meetings, provide input. Provide administration function for RFS cluster Councils.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Bush Fire Management Committee meetings attended. Council continuing to provide ongoing administration function for the Zone.	As of 30 June 2020 - Bush Fire Management Committee meetings attended. Council continuing to provide ongoing administration function for the Zone.	
I3.2.2. Continue sponsorship of SES to respond to disasters	Meet legislative requirements under SES Act.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - SES housed and operational	As of 30 June 2020 - SES housed and operational	
I3.2.3. Manage town common	Management Plan and Operational Guidelines developed.	Director of Corporate and Urban Services	Progressing	80%	As of 30 June 2020 - The Common was reopened during the latter half of the 2019/20 financial year, with maintenance works identified and planned to be carried out in the 2020/21 financial year. No progress has been made on the Management Plan and Operational guidelines during the reporting period.	As of 30 June 2020 - The Common was reopened during the latter half of the 2019/20 financial year, with maintenance works identified and planned to be carried out in the 2020/21 financial year. No progress has been made on the Management Plan and Operational guidelines during the reporting period.	
I3.2.4. Implement recommendations contained in the Coonamble Shire Pedestrian Access and Mobility Plan (PAMP)	New and refurbished Council facilities are designed and constructed to meet access standards.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Council continues to ensure that all new and refurbished facilities meet access standards.	As of 30 June 2020 - Council continues to ensure that all new and refurbished facilities meet access standards.	





DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I3.2.4. Implement recommendations contained in the Coonamble Shire Pedestrian Access and Mobility Plan (PAMP)	Prioritise PAMP recommendations and prepare a three-year budget and plan for completing actions.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - footpath restorations carried out within budget	As of 30 June 2020 - footpath restorations carried out within budget	
I3.2.4. Implement recommendations contained in the Coonamble Shire Pedestrian Access and Mobility Plan (PAMP)	Routinely inspect paving for defects or trip hazards.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - complaints actioned in a timely manner and regular inspections undertaken	As of 30 June 2020 - complaints actioned in a timely manner and regular inspections undertaken	

#### Minimise our hard waste production and promote recycling

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I3.3.1. Implementation Waste Management strategy recommendations.	Investigate annual waste collection service (including assistance for senior community members).	Director of Engineering Services	Completed	90%	As of 31 July 2020 - Recycling Centre ready for commissioning	As of 31 July 2020 - Recycling Centre ready for commissioning	









### Maintain all public facilities to ensure safety and promote use





DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I3.4.1. Maintain/Improve Parks to acceptable standards	Review curbside maintenance - review current program and identify priority sites for additional mowing/trimming.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Curbside maintenance program has been reviewed, identified priority areas will continue to be maintained in accordance with Council's adopted operational budget.	As of 30 June 2020 - Curbside maintenance program has been reviewed, identified priority areas will continue to be maintained in accordance with Council's adopted operational budget.	
I3.4.1. Maintain/Improve Parks to acceptable standards	Continue works in accordance with Asset Management Plan.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Works have been completed in line with Asset Management Plan.	As of 30 June 2020 - Works have been completed in line with Asset Management Plan.	
I3.4.2. Complete buildings maintenance & Improvement program	Schedule works for duration of Long-Term Financial Plan so as to meet key KPIs and service levels set by Council.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Long Term Financial Plan reviewed with works scheduled for the duration of the Long-Term Financial Plan to meet key KPI's as set by Council.	As of 30 June 2020 - Long Term Financial Plan reviewed with works scheduled for the duration of the Long-Term Financial Plan to meet key KPI's as set by Council.	
I3.4.3. Maintain cemeteries to acceptable standards	Improvement to cemetery facility; improved maintenance.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Routine inspections continue to be carried out to ensure the facility is presented at the expected level of Council. The installation of a new Columbarium planned for the latter half of the 2019/20 financial year has been postponed until the 2020/21 financial year due to the unavailability of the necessary resources.	As of 30 June 2020 - Routine inspections continue to be carried out to ensure the facility is presented at the expected level of Council. The installation of a new Columbarium planned for the latter half of the 2019/20 financial year has been postponed until the 2020/21 financial year due to the unavailability of the necessary resources.	

## Appropriate investment: Our community is looking to the future to improve and protect our access to resources

Ensure long term management and protection of our community assets

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
14.1.8 Continue to improve the information on the relationship between the service level and cost so that future community consultation will be well informed of the options and costs.	Collate and consolidate data for use during community consultation.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Ongoing collection and review of financial data and service levels to be utilised in community consultation.	As of 30 June 2020 - Ongoing collection and review of financial data and service levels to be utilised in community consultation.	
14.1.6. Collect data for all major infrastructure classes	Co-ordinate inspection data provided by various departments and update asset register.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Data has been collected with the Asset Register currently been updated as part of the end of financial year process.	As of 30 June 2020 - Data has been collected with the Asset Register currently been updated as part of the end of financial year process.	
14.1.9. Prepare long term cash flow predictions for asset maintenance, rehabilitation, and replacement.	Review and refine Long Term Financial Plan (LTFP).	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Annual review of Long-Term Financial Plan has been completed. A further review will be carried out following the completion of the 2019/20 Financial Statements.	As of 30 June 2020 - Annual review of Long-Term Financial Plan has been completed. A further review will be carried out following the completion of the 2019/20 Financial Statements.	



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I4.1.10. Revalue assets at intervals in accordance with Australian Accounting Standards.	Revaluations undertaken in consultation with external auditor.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - A desktop valuation has been completed for Council's Transport Infrastructure Assets, Buildings & other structures by an external party on Council's behalf. It should be noted that the accounting standards no longer mandate intervals for revaluation of Council assets.	As of 30 June 2020 - A desktop valuation has been completed for Council's Transport Infrastructure Assets, Buildings & other structures by an external party on Council's behalf. It should be noted that the accounting standards no longer mandate intervals for revaluation of Council assets.	
I4.1.11. Review Councils Asset Management Policy.	Monitor in accordance with Policy Review Schedule.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Asset management plans have been reviewed as part of the 2020/21 Operational plan process. Council Asset Management Policy will be reviewed during the 2020/21 financial year.	As of 30 June 2020 - Asset management plans have been reviewed as part of the 2020/21 Operational plan process. Council Asset Management Policy will be reviewed during the 2020/21 financial year.	
I4.1.12. Improve staff capacity in the usage of asset management systems.	Key Staff undertake Asset Management training, as needed.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Very limited training activities undertaken due to COVID-19 restrictions, however distance learning methods have been utilised for relevant staff in relation to project management.	As of 30 June 2020 - In Jul - Dec 2019 Training undertaken in relation to the maintenance of water & sewerage, roads, and aerodrome infrastructure. For the Jan - June 2020 period, very limited training activities undertaken due to COVID-19 restrictions, however distance learning methods have been utilised for relevant staff in relation to project management.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
I4.1.13. Ensure Quarry operation is financially viable.	Maintain plant and equipment in good condition. Review plant and operations.	Director of Engineering Services	Completed	100%	As of 30 June 2020 - ISO certification met and maintained	As of 30 June 2020 - ISO certification met and maintained	
I4.1.14. Maintain Quarry quality certification.	Test all products as per QA documentation.	Director of Engineering Services	Completed	100%	As of 31 July 2020 - testing carried out as per QA certification	As of 31 July 2020 - testing carried out as per QA certification	
I4.1.15. Ensure Quarry is maintained to Department of Mines' standard.	Ensure that all plant and equipment pass inspector's Audit.	Director of Engineering Services	Completed	100%	As of 31 December 2019 - Certification maintained	As of 31 December 2019 - Certification maintained	
I4.1.17. Review viability of Saleyards.	Develop Asset Management Plan for Saleyard infrastructure. Prepare long term financial plan for sustainable operation.	Director of Corporate and Urban Services	Completed	100%	Sale yards Infrastructure Asset Management plan was reviewed as part of the preparations of the 2020/2021 operational plan process. Due to a recent change in usage patterns, a further review of the assumptions for expected and current operations of the sale yards will be undertaken by management in 2020/21	Sale yards Infrastructure Asset Management plan was reviewed as part of the preparations of the 2020/2021 operational plan process. Due to a recent change in usage patterns, a further review of the assumptions for expected and current operations of the sale yards will be undertaken by management in 2020/21	

## Theme: Our Economy

### Support: We support our local economy without compromising on quality



Re-establish and maintain a robust, well patronised Coonamble and Gulargambone main streets




DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC1.1.1. Continue to plan and implement Coonamble main street beautification and revitalisation projects.	Maintain and improve main street gardens and trees.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Maintenance of the garden beds have been completed. Seasonal planting for the Summer / Autumn period was not carried out due to operational and budgetary constraints.	As of 30 June 2020 - Maintenance of the garden beds have been completed. Seasonal planting for the Summer / Autumn period was not carried out due to operational and budgetary constraints.	
EC1.1.2. Maintain main street and business area public spaces to a high standard	Provide regular street cleaning services.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Street cleaning undertaken on regular basis by parks and garden staff. Daily street sweep, waste removal and garden maintenance.	As of 30 June 2020 - Street cleaning undertaken on regular basis by parks and garden staff. Daily street sweep, waste removal and garden maintenance.	
EC1.1.3. Lobby for Gulargambone main street beautification funding.	Pursue funding opportunities for Gulargambone main street beautification.	Director of Corporate and Urban Services	Progressing	95%	As of 30 June - Council is liaising with representative from the Gulargambone community regarding the improvements in Lions Park. Installation of the shade shelter in Lions Park has been completed, noting that Council is currently in the process of receiving updated quotes for the planned work.	As of 30 June - Council is liaising with representative from the Gulargambone community regarding the improvements in Lions Park. Installation of the shade shelter in Lions Park has been completed, noting that Council is currently in the process of receiving updated quotes for the planned work.	



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC1.1.4. Provide training and support to tourism related businesses in the Shire.	Provide tourism development assistance to local businesses/committees if requested. Assist with Tourism Award applications and grants, if requested.	Director Community Services	Completed	100%	As of 30 June 2020 - Support and assistance has been provided for a number of tourism product development projects and events: Coonamble Buy Local campaign, Coonamble Rodeo and Campdraft, Coonamble Greyhound Club, Coonamble Gold Cup Races, Gulargambone Wacky Windows etc. No assistance requested for tourism awards during the reporting period.	Due to COVID-19 many of these projects and events were put on hold until 2021, support and assistance was provided.	
EC1.1.8. Tourism Information on Coonamble Shire be displayed at regional and interstate visitor centres	Distribute Coonamble Shire brochures throughout region. VIC displays/attendance at selected consumer shows.	Director Community Services	Completed	100%	As of 30 June 2020 - Guides distributed to local operators regularly and disseminated to visitor information centres. No consumer shows attended during the reporting period.	Reprint and distribution of Coonamble Shire visitor guides throughout NSW regions and interstate.	

#### Reinvigorate the main street precinct in Gulargambone



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC1.2.1. Lobby for funding for main street beautification	Apply for funding when opportunities arise.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Monitoring of funding opportunities are ongoing.	As of 30 June 2020 - Monitoring of funding opportunities are ongoing.	
EC1.2.2. Maintain main street and business area public spaces to a high standard	Liaise with local businesses regarding street appearance.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Regular monitoring of street appearance and liaison with business operators as required.	As of 30 June 2020 - Regular monitoring of street appearance and liaison with business operators as required.	


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC1.2.3. Identify opportunities for new tourism product	Seek suitable grant funding for identified products.	Director Community Services	Completed	100%	As of 30 June 2020 - The development of the Coonamble Shire Masterplan is complete and addresses locations and designs for new Visitor Information Centre in Coonamble and the Coonamble CBD precinct public amenities. Funding for the two projects has been secured and works must be completed by early 2021. The Riverside Caravan Park Redevelopment will continue utilizing grant funding of \$438,000. Council is currently working with NSW Crown Lands to access land to establish a bore bath complex in Coonamble.	Funding secured.	
EC1.2.4. Provide training and support to tourism related businesses in the Shire	Assist with Tourism Award applications and grants where appropriate.	Director Community Services	Completed	100%	As of 30 June 2020 - No requests for Award application assistance have been received during this reporting period. Grant assistance provided as requested.	No requests for Award application assistance have been received during this reporting period. Grant assistance provided as requested.	
EC1.2.5. Develop existing visitor markets	Contribute to regional destination planning	Director Community Services	Completed	100%	As of 30 June 2020 - Active participation in Regional Destination Planning. Participated in the Great Western Plains, "Great Inland Way" marketing initiatives - brochure and web presence. Contributed to the draft Destination Management Plan for NSW Country and Outback, and Council is currently working with Riversmart on the Destination Macquarie Marshes initiative.	Active participation in regional destination planning.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC1.2.6. Develop new visitor markets in line with Inland RTO	Participate in appropriate visitor market initiatives outlined in the Regional Destination Plan.	Director Community Services	Completed	100%	As of 30 June 2020 - Participation is ongoing. Inland Tourism Regional Tourism Organisation was dissolved some years ago.	Participated in the Great Western Plains marketing initiative, brochure, and web presence. Continued support for Coonamble Rodeo and Campdraft.	
EC1.2.7. Participate in Inland Tourism and Great Inland Way initiatives	Maintain membership of the Great Inland Way and Regional Tourism Organisation, if applicable.	Director Community Services	Completed	100%	As of 30 June 2020 - Current member of Great Inland Way Marketing Group. Gulargambone Visitor Information Centre remains accredited.	Memberships maintained.	
EC1.2.8. Tourism Information on Coonamble Shire be displayed at regional and interstate visitor centres	Shire brochures at regional VICs. Displays/attendance at select consumer shows.	Director Community Services	Completed	100%	As of 30 June 2020 - Visitor guide available at regional visitor information centres. No consumer shows attended during the reporting period.	Brochures widely distributed.	




## Growth & diversity: Our growing regional economy is diverse


Identify and attract industry programs that will draw new industry to the Shire

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC2.1.1. Promote the Shire as a location for business development and investment	Market Industrial subdivisions lots.	General Manager	Complete	100%	As of 30 June 2020 - The opinion is held that there is no real advantage to be gained in marketing the industrial allotments. They have been created, and are there if being needed - which is possibly the best position Council can be in. We are prepared if an investor comes along who need some industrial land. Council's time and resources are much better utilised e.g. pursuing the development and implementation of the Coonamble Shire Masterplan in order to stimulate the tourism industry as part of a broader economic development strategy.	As of 30 June 2020 - The opinion is held that there is no real advantage to be gained in marketing the industrial allotments. They have been created, and are there if being needed - which is possibly the best position Council can be in. We are prepared if an investor comes along who need some industrial land. Council's time and resources are much better utilised e.g. pursuing the development and implementation of the Coonamble Shire Masterplan in order to stimulate the tourism industry as part of a broader economic development strategy.	
EC2.1.1. Promote the Shire as a location for business development and investment	Provide information on Shire data to potential investors and business.	General Manager	Completed	100%	As of 30 June 2020 - REMPLAN information is available, and is being provided to interested potential investors.	As of 30 June 2020 - REMPLAN information is available, and is being provided to interested potential investors.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC2.1.2. Support business initiatives that develop economic growth	Pursue external funding opportunities that contribute to infrastructure improvements.	General Manager	Completed	100%	As of 30 June 2020 - A large number of external grant funding opportunities have been pursued over the last couple of years, and some of the projects from last year are still in the process of being pursued, e.g. the construction of a new VIC and toilet block in the Main Street. Further funding has been obtained for the upgrade of the Caravan Park in Coonamble, and will start to be expended shortly. Further drought grant funding (\$1M) will be used for the upgrade of the sporting oval; mainly focusing on the installation of lights that will allow for night games to be played, and potentially attracting regional games to the area. Further funding would be welcome to pursue projects identified as part of the Coonamble Shire Masterplan development process.	As of 30 June 2020 - A large number of external grant funding opportunities have been pursued over the last couple of years, and some of the projects from last year are still in the process of being pursued, e.g. the construction of a new VIC and toilet block in the Main Street. Further funding has been obtained for the upgrade of the Caravan Park in Coonamble, and will start to be expended shortly. Further drought grant funding (\$1M) will be used for the upgrade of the sporting oval; mainly focusing on the installation of lights that will allow for night games to be played, and potentially attracting regional games to the area. Further funding would be welcome to pursue projects identified as part of the Coonamble Shire Masterplan development process.	




DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC2.1.2. Support business initiatives that develop economic growth	Provide information and referral service to established businesses.	General Manager	Completed	100%	As of 30 June 2020 - The appointed Manager Economic Development and Growth will pursue these programs and initiatives as part of her role into the future. Regular liaison with the Chamber of Commerce is ensured.	As of 30 June 2020 - The appointed Manager Economic Development and Growth will pursue these programs and initiatives as part of her role into the future. Regular liaison with the Chamber of Commerce is ensured.	
EC2.1.3. Encourage skills attraction and development activities.	Support appropriate initiatives that contribute to skill development.	General Manager	Completed	100%	As of 30 June 2020 - This strategy and action have been reviewed against Council's updated Economic Development Strategy. It will be pursued where possible and appropriate.	As of 30 June 2020 - This strategy and action have been reviewed against Council's updated Economic Development Strategy. It will be pursued where possible and appropriate.	
EC2.1.4. Support and assist proponents of new agricultural, horticultural and aquaculture enterprises.	Provide interested parties with referrals and linkages to various sources of assistance.	General Manager	Completed	100%	As of 30 June 2020 - The newly appointed Manager Economic Development and Growth already has and will keep on pursue these programs and initiatives as part of her role into the future. The newly developed e-update for the business community is circulated on a regular basis to the business community - with positive responses.	As of 30 June 2020 - The newly appointed Manager Economic Development and Growth already has and will keep on pursue these programs and initiatives as part of her role into the future. The newly developed e-update for the business community is circulated on a regular basis to the business community - with positive responses.	




DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC2.1.5. Support projects that enhance and promote local natural resources to encourage business and tourism.	Support development of key sites within the Shire in line with Regional Destination Management Plan and Council resources.	Director Community Services	Completed	100%	As of 30 June 2020 - Redevelopment of Coonamble Riverside Caravan Park is in progress, Coonamble bore bath facility land acquisition underway. Quotations called for the redevelopment of Lions Park Gulargambone; Coonamble Shire Masterplan completed which informed the construction of a new Visitor Information Centre in Coonamble.	Support provided to event organisers and tourism product development initiatives progressed.	

### *Local education: Our educational opportunities include support for our local economy*

Leading organisations provide cadetships and graduate employment opportunities



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC3.1.1. Continue to provide the School to Work program, offering options for work experience and Traineeship/ Apprenticeship employment with Council.	Provide opportunities for School to Work placements throughout the organisation	Human Resources Manager	Completed	100%	As of 30 June 2020 - One school-based traineeship maintained throughout Jan - June 2020 period.	As of 30 June 2020 - School based traineeships recruited for, two filled with one successfully maintained. Two work experience placements also conducted. One Work Crew project completed successfully - Clean Up of Billy Green Park with Clontarf students in Jul - Dec 2019 period.	

Provide education that addresses the needs of the local population


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC3.2.1. Facilitate partnerships and linkages with government, business, and community to develop and improve the education and skill base of young people.	Participate in Coonamble Connected Communities (School) initiatives.	Director Community Services	Completed	100%	As of 30 June 2020 - Ongoing relationship with Connected Communities project workers and Coonamble Together Partnership. Youth Officer attendance at Connected Communities meetings.	Ongoing relationship with Connected Communities project workers and Coonamble Together Partnership.	
EC3.2.2. Assist with Education Fund Scholarship.	Provide agreed funding to Coonamble and District Education Foundation.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Council is awaiting the submission of claim for the 2019/20 financial year, as no claim has been received this funding will be transferred to an internal Council Reserve for future claims against this fund.	As of 30 June 2020 - Council is awaiting the submission of claim for the 2019/20 financial year, as no claim has been received this funding will be transferred to an internal Council Reserve for future claims against this fund.	
EC3.2.3. Support appropriate alternative education programs.	Promote Libraries as a space for tutors and home school activity.	Director Community Services	Completed	100%	As of 30 June 2020 - Homework help continues to be offered at Coonamble Library. The Library is regularly utilised by several tutors, home schoolers and distance education students, preschools, childcare centres, Speech Pathologist and seniors craft group. Library resources are expanded as funding allows and promotion of facilities and services through social media, Council Column - Coonamble Times, Council's Community Connect Newsletter.	Due to COVID-19 Library services were altered, library resources were still available.	



## Local employment: Our community members are gainfully employed in appropriate and satisfying jobs

Provide appropriate and accessible education for our community

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC4.1.1. Support partnerships that support and develop life learning opportunities.	Pursue opportunities for staff learning exchanges with Sister City, Campbelltown City Council, and other networks.	Human Resources Manager	Completed	100%	As of 30 June 2020 - No activities were undertaken in period due to COVID-19 restrictions.	As of 30 June 2020 - No opportunities were identified for July - Dec 2019 period, with no other activities undertaken in Jan - June 2020 period due to COVID-19 restrictions.	
EC4.1.1. Support partnerships that support and develop life learning opportunities.	Continue library programs involving learning opportunities for pre-school children and seniors.	Director Community Services	Completed	100%	As of 30 June 2020 - Library programs expanded to include early learning technologies (hardware, software, and infrastructure) and regular pre-school visitation. Coonamble Senior Citizens group utilising Library for weekly recreational activity.	Due to COVID-19 library programs were altered.	

Identify local employment opportunities and promote these across the community

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC4.2.1. Continue to facilitate School to Work program.	Identified traineeship /apprenticeship opportunities filled as resources are available.	Human Resources Manager	Completed	100%	As of 30 June 2020 - One school-based traineeship and one mature age traineeship successfully sustained during period.	As of 30 June 2020 - School based traineeships recruited for and two filled, with one successfully maintained. One mature age traineeship sustained during period. One Work Crew project completed - Clontarf students and Council staff cleaned up Billy Green Park and provided signage.	




DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EC4.2.2. Continue to recruit using EEO best practice principles.	Recruitment practices reviewed annually for EEO best practice.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Annual review conducted.	As of 30 June 2020 - Annual review conducted.	
EC4.2.3. Promote job opportunities online and through local agencies.	Advertise employment opportunities locally and on website. Update employment information package and review annually.	Human Resources Manager	Completed	100%	As of 30 June 2020 - All positions vacant advertised locally and on Council website. Information packages reviewed, updated and utilised in recruitment activities.	As of 30 June 2020 - All positions vacant advertised locally and on Council website. Information packages reviewed, updated and utilised in recruitment activities.	







## Theme: Our Environment

### Good environmental management: Our community values knowledge sharing and promotion of best practice environmental management


Promote ecologically and environmentally sustainable land use and development

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EN1.1.1. Enforcement of environmental regulations.	Improve staff capacity and environmental knowledge.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Staff have undertaken appropriate workshops to improve environmental knowledge. Due to staff movements, Council has contracted the services of experienced professionals to oversee the health, building, environmental and regulatory functions during the reporting period.	As of 30 June 2020 - Staff have undertaken appropriate workshops to improve environmental knowledge. Due to staff movements, Council has contracted the services of experienced professionals to oversee the health, building, environmental and regulatory functions during the reporting period.	
EN1.1.2. Continue to review Local Environmental Plan.	DCP reviewed in accordance with Legislation.	Director of Corporate and Urban Services	Not Progressing	30%	As of 30 June 2020 - Due to the unavailability of staff resources the review of the DCP has not progressed in the latter half of 2019/20.	As of 30 June 2020 - Due to the unavailability of staff resources the review of the DCP has not progressed in the latter half of 2019/20.	
EN1.1.3. Ensure compliance with NSW Building Certification.	Assess applications in accordance with Legislation.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Building applications assessed within legislative timeframes	As of 30 June 2020 - Building applications assessed within legislative timeframes.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EN1.1.4. Provide quality over the counter, telephone, and email advice to customers.	Provide building "adaptability" guidelines for ageing in place to residents who are renovating or building homes.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Information provided to potential builders and owner builders on aged and disabled access to new and renovated building.	As of 30 June 2020 - Information provided to potential builders and owner builders on aged and disabled access to new and renovated building.	
EN1.1.4. Provide quality over the counter, telephone, and email advice to customers.	Respond to enquiries, provide pro-active information on website.	Director of Corporate and Urban Services	Progressing	80%	As of 30 June 2020 - All enquiries responded to within appropriate timeframe. A planned review of website contents has been delayed due to the unavailability of the necessary resources.	As of 30 June 2020 - All enquiries responded to within appropriate timeframe. A planned review of website contents has been delayed due to the unavailability of the necessary resources.	
EN1.1.5. Approvals completed within time frame required.	Continue to work within best practice guidelines.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Land use complies with Council LEP - gateway determinations requested where required.	As of 30 June 2020 - Land use complies with Council LEP - gateway determinations requested where required.	
EN1.1.6. Ensure ongoing program of noxious weed and insect control through membership of Castlereagh - Macquarie County Council.	Council representative to attend Castlereagh Macquarie County Council meetings. Provide financial contribution.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Council's financial contribution for the 2019/20 financial year has been provided, with Council representatives continuing to have attended CMCC meetings as required.	As of 30 June 2020 - Council's financial contribution for the 2019/20 financial year has been provided, with Council representatives continuing to have attended CMCC meetings as required.	


## Knowledge sharing

Share knowledge and facilitate knowledge sharing amongst those working on the land

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EN2.1.1. Ensure appropriate opportunities for those working on the land to participate in Council consultation regarding decisions that affect them.	Continue to ensure methods for reaching people working on the land are incorporated into consultation strategies.	Director Community Services	Completed	100%	As of 30 June 2020 - Council utilises Facebook, website, phone calls and newsletters to facilitate consultation with people on the land. Drought and wellbeing page developed on Council website.	Communications mediums implemented.	

## Protection of our waterways



Ensure the health of our river system



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
EN3.1.1. Enforcement of environmental regulations.	Regular inspection of creeks and river. Source grant funding to combat littering. Increase litter patrols to identify source of dumped litter.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Regular patrols/inspections on waterways continued. Incidents of illegal dumping investigated. Literature on litter control provided at Council's Administration office.	As of 30 June 2020 - Regular patrols/inspections on waterways continued. Incidents of illegal dumping investigated. Literature on litter control provided at Council's Administration office.	

## Theme: Our Leadership


### A community that is supported by active, respected leaders

#### Encourage broader involvement in community activities



DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.1.1. Continue to support Coonamble Shire Youth Council as a link between young people and their Council.	Facilitate Youth Council meetings.	Director Community Services	Completed	100%	As of 30 June 2020 - Council's Youth Officer has developed a strong relationship with young people across the Shire and will work with local schools and service providers during Term 1, 2020 to progress the re-establishment of the Youth Council. A draft Terms of Reference, membership form and Facebook have been developed.	Facilitation of Youth Council meeting put on hold due to COVID-19	
L1.1.2. Promote genuine opportunities for people to participate in decisions that affect them.	Develop and utilise an Access and Inclusion Reference Group when developing Council plans.	Director Community Services	Completed	100%	As of 30 June 2020 - Extensive, broad sector community consultation undertaken by sala4D as part of the Coonamble Shire Masterplan process. Council did not undertake further consultation in 2020 during the development of the new Disability Inclusion Plan due to COVID-19.	Community consultation undertaken during development of key community plans.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.1.2. Promote genuine opportunities for people to participate in decisions that affect them.	Utilise broad methods of community consultation, including in place strategies.	Director Community Services	Completed	100%	As of 30 June 2020 - Council utilised various mediums to encourage community participation in consultation processes including Facebook, website, newsletter, media, surveys, and face to face. Council continued to facilitate public question time at Council meetings.	Community consultation undertaken during development of key community plans, due to COVID-19 public question time at Council meetings put on hold.	
L1.1.3. Encourage local involvement in regional business awards.	Assist in Regional Business Awards.	General Manager	Completed	100%	As of 30 June 2020 - The necessary assistance is being provided to local businesses who would like to participate in the regional business awards initiative. As part of this function provided by Council's Manager Economic Development and Growth, businesses will also be encouraged to participate.	As of 30 June 2020 - The necessary assistance is being provided to local businesses who would like to participate in the regional business awards initiative. As part of this function provided by Council's Manager Economic Development and Growth, businesses will also be encouraged to participate.	
L1.1.4. Encourage children and young people to be involved in the planning and design of community spaces	Utilise child and youth friendly consultation methods to ensure genuine opportunities for engagement.	Director Community Services	Completed	100%	As of 30 June 2020 - Children and youth participation in the planning for the refurbishment of the Gulargambone Youth Centre. Council's Youth Officer engaged with the young people of the Shire to develop the school holiday program.	Age appropriate methods implemented.	

### Promote opportunities for leaders to learn the features of good leadership





DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.2.2. Encourage staff to develop leadership skills	Coaching and mentoring program for junior staff continued with new staff. Leadership and Professional Practice training program for senior staff continued with new staff.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Due to COVID-19 restrictions and resourcing required, limited activities were undertaken however internal mentoring with new and junior staff continued.	As of 30 June 2020 - Due to COVID-19 restrictions and resourcing required, limited activities were undertaken however internal mentoring with new and junior staff continued.	



### Support leadership succession planning




DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.3.1. Continue to work in partnership with key services in the Shire, assisting with governance and leadership development.	Provide advice and support with governance and leadership development to key services in the Shire, where requested.	Director Community Services	Completed	100%	As of 30 June 2020 - Support provided to the Coonamble Women's Shed, Coonamble Together Partnership Group, Coonamble and Gulargambone Interagency and Youth Interagency.	Council continue to work with local groups and organisations to build capacity.	
L1.3.2. Take measures to publicize the positive contribution young people make to the Shire.	Produce positive media/ promotion of youth activities, events, and achievements, prior/ during or after the event.	Director Community Services	Completed	100%	As of 30 June 2020 - Ongoing promotion of youth and children's activities for school holiday and after school programs, community and Council events through flyers, posters, media releases, radio announcements, school visits, Facebook, Council websites and community newsletter and letterbox drops - ongoing.	Council continues to develop mediums to highlight youth related activities and achievements.	












### Encourage and promote a high level of leadership in the community


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.4.1. Lobby against forced Local Government amalgamations.	Lobby as opportunities arise.	General Manager	Completed	100%	As of 31 December 2019 - The State Government has committed themselves to the principle of no forced amalgamations, so no further lobbying is necessary. The opinion is held that it will take at least 10 years before this contentious matter will resurface again.	As of 31 December 2019 - The State Government has committed themselves to the principle of no forced amalgamations, so no further lobbying is necessary. The opinion is held that it will take at least 10 years before this contentious matter will resurface again.	
L1.4.2. Develop a Business Continuity Plan.	Monitor and review Business Continuity Plan.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - A review of Council Business Continuity plan was carried out during March 2020. A Pandemic plan was also developed in response to the impact of COVID-19 on Council operations.	As of 30 June 2020 - A review of Council Business Continuity plan was carried out during March 2020. A Pandemic plan was also developed in response to the impact of COVID-19 on Council operations.	
L1.4.3. Provide high quality customer service to the community.	Audit Council library equipment and resources in terms of height and reach accessibility.	Director Community Services	Completed	100%	As of 30 June 2020 - Regular monitoring to ensure the facility and resources are accessible for all library users. Staff assistance offered.	Ongoing monitoring and modification as required.	
L1.4.3. Provide high quality customer service to the community.	Facilitate Disability Awareness Training for staff.	Human Resources Manager	Not Progressing	0%	As of 30 June 2020 - No training undertaken in period due to COVID-19 restrictions.	As of 30 June 2020 - Training was scheduled for Jan- June 2020 period, however no training activities undertaken in period due to COVID-19 restrictions.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.4.3. Provide high quality customer service to the community.	Monitor IT Resources Plan.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - IT resources plan has been reviewed as part of the 2020/21 operational plan preparation process. Council IT staff will continue to monitor the plan to ensure that Council's ongoing IT needs are adequately resourced.	As of 30 June 2020 - IT resources plan has been reviewed as part of the 2020/21 operational plan preparation process. Council IT staff will continue to monitor the plan to ensure that Council's ongoing IT needs are adequately resourced.	
L1.4.3. Provide high quality customer service to the community.	Conduct annual review of front-line customer service and make recommendations for improvement.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Ongoing monitoring and review of front-line customer service, minimal complaints have been received. Improvements to customer service, where identified have been implemented, further improvement to customer service processes are planned to be carried out in the 2020/21 financial year.	As of 30 June 2020 - Ongoing monitoring and review of front-line customer service, minimal complaints have been received. Improvements to customer service, where identified have been implemented, further improvement to customer service processes are planned to be carried out in the 2020/21 financial year.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.4.4. Governance is open and transparent.	Conduct all business in compliance with Local Government Act & Regulations.	General Manager	Completed	100%	As of 30 June 2020 - Council's standard report template (for Council Meeting reports) now makes provision for legal implications to be discussed as part of the report preparation. There is also more of an emphasis now (with the implementation of the new Code of Meeting practice) for matters to be dealt with in an open and transparent manner, and the use of the new software InfoCouncil to generate future Business Papers will further facilitate an emphasis on report writers to clearly indicate the applicable subsection of Section 10A of the Local Government Act 1993 pertaining to confidential items.	As of 30 June 2020 - Council's standard report template (for Council Meeting reports) now makes provision for legal implications to be discussed as part of the report preparation. There is also more of an emphasis now (with the implementation of the new Code of Meeting practice) for matters to be dealt with in an open and transparent manner, and the use of the new software InfoCouncil to generate future Business Papers will further facilitate an emphasis on report writers to clearly indicate the applicable subsection of Section 10A of the Local Government Act 1993 pertaining to confidential items.	
L1.4.5. Review Council policies.	Monitor Policy Review Schedule.	Director Community Services	Completed	100%	As of 30 June - Review of Policy schedule commenced.	Policies reviewed according to schedule.	
L1.4.6. Maintain consultation process with workforce.	Facilitate Consultative Committee and WH&S Committee meetings. Staff communication strategy reviewed annually.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Both Consultative and WHS Committees functioning and meeting regularly. Staff newsletter distributed quarterly. Staff communication strategy not reviewed.	As of 30 June 2020 - Both Consultative and WHS Committees functioning and meeting regularly. Staff newsletter distributed quarterly. Staff communication strategy not reviewed.	


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.4.7. Ensure compliance with legislation for WH&S.	Conduct all business in compliance with WHS Act 2011 & Regulations.  Adhere to WHS Management Plan.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Council business continues to be conducted in line with its WHS obligations and no issues of non-compliance reported. Limited continued developed of WHS Management Plan due to resourcing re-directed to meeting WHS COVID 19 obligations.	As of 30 June 2020 - Council business continues to be conducted in line with its WHS obligations and no issues of non-compliance reported. Limited continued developed of WHS Management Plan due to resourcing re-directed to meeting WHS COVID 19 obligations.	
L1.4.8. Review recruitment & retention strategies.	Monitor recruitment and retention strategies	Human Resources Manager	Completed	100%	As of 30 June - Statistics collated and updated and annual review conducted, with changes reflected in recruitment practices.	As of 30 June - Statistics collated and updated and annual review conducted, with changes reflected in recruitment practices.	
L1.4.9. Ensure compliance with legislation for Equal Employment Opportunity.	Monitor compliance.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Recruitment and human resource activities comply with EEO legislation and strive for best practice.	As of 30 June 2020 - Recruitment and human resource activities comply with EEO legislation and strive for best practice.	
L1.4.10. Maintain long term financial viability.	Review Long Term Financial Plan.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Annual review of Long-Term Financial Plan has been completed. A further review will be carried out following the completion of the 2019/20 Financial Statements.	As of 30 June 2020 - Annual review of Long-Term Financial Plan has been completed. A further review will be carried out following the completion of the 2019/20 Financial Statements.	

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.4.11. Continue to progress workforce planning.	Continue to conduct and respond to staff disability inclusion survey.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Staff Disability Survey conducted May/June 2020.	As of 30 June 2020 - Staff Disability Survey conducted May/June 2020. Recommendations will be incorporated into the revised Workforce Planning Strategy.	
L1.4.11. Continue to progress workforce planning.	Develop Council's Workforce Management Strategy for retaining older workers and people with a disability.	Director of Corporate and Urban Services	Completed	100%	As of 30 June 2020 - Council continues to comply with the underlying principles of EEO and anti-discrimination in its recruitment and selection process.	As of 30 June 2020 - Council continues to comply with the underlying principles of EEO and anti-discrimination in its recruitment and selection process.	
L1.4.11. Continue to progress workforce planning.	Review recruitment processes, forms, and language for accessibility.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Annual review completed.	As of 30 June 2020 - Annual review completed.	
L1.4.11. Continue to progress workforce planning.	Monitor and review Workforce Plan.	Human Resources Manager	Not Due to Start	0%	As of 30 June 2020 - Due to COVID-19, OLG has extended the review date for Council's Workforce Plan to the 20/21 year.	As of 30 June 2020 - Due to COVID-19, OLG has extended the review date for Council's Workforce Plan to the 20/21 year.	
L1.4.12. Progressively address training needs and upgrade Training Plans	Continue to develop annual staff training plans.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Annual performance appraisals conducted and training plans developed for 20/21, and Annual Training Plan completed however COVID-19 heavily impacted on the planning phase requiring continuous monitoring and review.	As of 30 June 2020 - Annual performance appraisals conducted and training plans developed for 20/21, and Annual Training Plan completed however COVID-19 heavily impacted on the planning phase requiring continuous monitoring and review.	


DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L1.4.13. Continue with employee exit interviews process.	Carry out exit interviews	Human Resources Manager	Completed	100%	As of 30 June 2020 - All staff leaving Council have been given the opportunity to completed exit interviews. Exit interview questionnaire reviewed and updated.	As of 30 June 2020 - All staff leaving Council have been given the opportunity to completed exit interviews. Exit interview questionnaire reviewed and updated.	

### *A community that supports active, respected leaders*

#### **Increase Aboriginal representation on Council**

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L2.1.1. Promote awareness of the role and function of Council to Aboriginal people	Attend and present relevant information to Community Working Party.  Utilise relevant events/activities as opportunity to relate the role and function of Council.	Director Community Services	Completed	100%	As of 30 June 2020 - No Working Party meetings held during reporting period.	No meetings held during reporting period. Council supported and participated in the Coonamble NAIDOC event.	

#### **Increase representation to community leader roles**

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L2.2.1. Continue to develop the leadership capacity of staff.	Staff coaching, mentoring and leadership training program continued.	Human Resources Manager	Completed	100%	As of 30 June 2020 - Mentoring of junior staff continued and psychometric testing in recruitment activities continued.	As of 30 June 2020 - Mentoring of junior staff continued and psychometric testing in recruitment activities continued.	



### Acknowledge the importance of community leader roles

DP Action	Operational Plan Action	Responsibility	Status	Progress	Comments	Annual Comment	Indicator
L2.3.1. Continue to facilitate Australia Day celebrations.	Facilitate annual Australia Day event.	Director Community Services	Completed	100%	As of 30 June 2020 - Planning for the 2021 Australia Day event will commence in October 2020.	Council hosted the 2020 Australia Day event in Coonamble - attracting over 200 guests. Funding is provided to the Gulargambone community to host their Australia Day celebration.	
L2.3.2. Council staff acknowledge Aboriginal Country at official Council meetings.	Acknowledgment of Country made by Council staff at official Council meetings.	Director Community Services	Completed	100%	As of 30 June 2020 - Staff acknowledge Country at officially conducted meetings and events.	Appropriate Acknowledgement made.	

## Section 5 Financial Report

# Coonamble Shire Council

ANNUAL FINANCIAL STATEMENTS  
for the year ended 30 June 2020

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# General Purpose Financial Statements

for the year ended 30 June 2020

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## General Purpose Financial Statements

for the year ended 30 June 2020

## Understanding Council's Financial Statements

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### Introduction

Each year, individual Local Governments across NSW are required to present a set of 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 2020.

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.

## Coonamble Shire Council

### General Purpose Financial Statements

for the year ended 30 June 2020

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

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

- the *Local Government Act 1993* (NSW) (as amended) 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 09 September 2020.



**Al Karanouh**  
**Mayor**  
09 September 2020



**Bill Fisher**  
**Councillor**  
09 September 2020



**Hein Basson**  
**General Manager**  
09 September 2020



**Bruce Quarmby**  
**Responsible Accounting Officer**  
09 September 2020



## Income Statement

for the year ended 30 June 2020

Original unaudited budget 2020 \$ '000		Notes	Actual 2020 \$ '000	Actual 2019 \$ '000
<b>Income from continuing operations</b>				
6,501	Rates and annual charges	3a	6,519	6,314
6,432	User charges and fees	3b	4,152	5,267
800	Other revenues	3c	743	1,103
6,033	Grants and contributions provided for operating purposes	3d,3e	7,708	8,535
–	Grants and contributions provided for capital purposes	3d,3e	2,785	4,365
717	Interest and investment income	4	433	762
145	Rental income	12e	145	–
–	Net share of interests in joint ventures and associates using the equity method	17	9	–
<b>20,628</b>	<b>Total income from continuing operations</b>		<b>22,494</b>	<b>26,346</b>
<b>Expenses from continuing operations</b>				
7,967	Employee benefits and on-costs	5a	8,045	7,708
4	Borrowing costs	5b	4	5
3,090	Materials and contracts	5c	4,262	4,438
5,428	Depreciation and amortisation	5d	6,720	5,747
–	Impairment of other assets	5d	25	–
3,152	Other expenses	5e	3,047	2,881
–	Net losses from the disposal of assets	6	95	100
–	Net share of interests in joint ventures and associates using the equity method	17	–	1
<b>19,641</b>	<b>Total expenses from continuing operations</b>		<b>22,198</b>	<b>20,880</b>
<b>987</b>	<b>Operating result from continuing operations</b>		<b>296</b>	<b>5,466</b>
<b>987</b>	<b>Net operating result for the year</b>		<b>296</b>	<b>5,466</b>
987	Net operating result attributable to council		296	5,466
<b>987</b>	<b>Net operating result for the year before grants and contributions provided for capital purposes</b>		<b>(2,489)</b>	<b>1,101</b>

The Council has not restated comparatives when initially applying AASB 1058 *Income of Not-for-Profit Entities*, AASB 15 *Revenue from Contracts with Customers* and AASB 16 *Leases*. The comparative information has been prepared under AASB 111 *Construction Contracts*, AASB 118 *Revenue*, AASB 1004 *Contributions*, AASB 117 *Leases* and related Accounting Interpretations.

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

## Statement of Comprehensive Income

for the year ended 30 June 2020

	Notes	2020 \$ '000	2019 \$ '000
<b>Net operating result for the year (as per Income Statement)</b>		<b>296</b>	<b>5,466</b>
<b>Other comprehensive income:</b>			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of IPP&E	10(a)	1,971	4,735
<b>Total items which will not be reclassified subsequently to the operating result</b>		<b>1,971</b>	<b>4,735</b>
<b>Total other comprehensive income for the year</b>		<b>1,971</b>	<b>4,735</b>
<b>Total comprehensive income for the year</b>		<b>2,267</b>	<b>10,201</b>
Total comprehensive income attributable to Council		2,267	10,201

The Council has not restated comparatives when initially applying AASB 1058 *Income of Not-for-Profit Entities*, AASB 15 *Revenue from Contracts with Customers* and AASB 16 *Leases*. The comparative information has been prepared under AASB 111 *Construction Contracts*, AASB 118 *Revenue*, AASB 1004 *Contributions*, AASB 117 *Leases* and related Accounting Interpretations.

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

# Statement of Financial Position

as at 30 June 2020

	Notes	2020 \$ '000	2019 \$ '000
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	7(a)	13,955	7,578
Investments	7(b)	13,000	17,500
Receivables	8	2,655	3,761
Inventories	9a	1,014	833
Other	9b	95	111
<b>Total current assets</b>		<b>30,719</b>	<b>29,783</b>
<b>Non-current assets</b>			
Receivables	8	181	280
Infrastructure, property, plant and equipment	10(a)	297,563	296,063
Right of use assets	12a	51	—
Investments accounted for using the equity method	17	61	52
<b>Total non-current assets</b>		<b>297,856</b>	<b>296,395</b>
<b>Total assets</b>		<b>328,575</b>	<b>326,178</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	13	1,486	1,767
Income received in advance	13	238	205
Contract liabilities	11	973	—
Lease liabilities	12b	18	—
Borrowings	13	41	41
Provisions	14	2,054	1,975
<b>Total current liabilities</b>		<b>4,810</b>	<b>3,988</b>
<b>Non-current liabilities</b>			
Lease liabilities	12b	33	—
Borrowings	13	—	41
Provisions	14	128	128
<b>Total non-current liabilities</b>		<b>161</b>	<b>169</b>
<b>Total liabilities</b>		<b>4,971</b>	<b>4,157</b>
<b>Net assets</b>		<b>323,604</b>	<b>322,021</b>
<b>EQUITY</b>			
Accumulated surplus	15	179,409	179,797
Revaluation reserves	15	144,195	142,224
<b>Council equity interest</b>		<b>323,604</b>	<b>322,021</b>
<b>Total equity</b>		<b>323,604</b>	<b>322,021</b>

The Council has not restated comparatives when initially applying AASB 1058 *Income of Not-for-Profit Entities*, AASB 15 *Revenue from Contracts with Customers* and AASB 16 *Leases*. The comparative information has been prepared under AASB 111 *Construction Contracts*, AASB 118 *Revenue*, AASB 1004 *Contributions*, AASB 117 *Leases* and related Accounting Interpretations.

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

## Statement of Changes in Equity

for the year ended 30 June 2020

	Notes	as at 30/06/20			as at 30/06/19		
		Accumulated surplus \$ '000	IPP&E revaluation reserve \$ '000	Total equity \$ '000	Accumulated surplus \$ '000	IPP&E revaluation reserve \$ '000	Total equity \$ '000
Opening balance		179,797	142,224	322,021	174,331	137,489	311,820
Changes due to AASB 1058 and AASB 15 adoption	15	(684)	–	(684)	–	–	–
<b>Restated opening balance</b>		<b>179,113</b>	<b>142,224</b>	<b>321,337</b>	<b>174,331</b>	<b>137,489</b>	<b>311,820</b>
Net operating result for the year		296	–	296	5,466	–	5,466
<b>Other comprehensive income</b>							
– Gain (loss) on revaluation of IPP&E	10(a)	–	1,971	1,971	–	4,735	4,735
<b>Other comprehensive income</b>		<b>–</b>	<b>1,971</b>	<b>1,971</b>	<b>–</b>	<b>4,735</b>	<b>4,735</b>
<b>Total comprehensive income</b>		<b>296</b>	<b>1,971</b>	<b>2,267</b>	<b>5,466</b>	<b>4,735</b>	<b>10,201</b>
<b>Equity – balance at end of the reporting period</b>		<b>179,409</b>	<b>144,195</b>	<b>323,604</b>	<b>179,797</b>	<b>142,224</b>	<b>322,021</b>

The Council has not restated comparatives when initially applying AASB 1058 *Income of Not-for-Profit Entities*, AASB 15 *Revenue from Contracts with Customers* and AASB 16 *Leases*. The comparative information has been prepared under AASB 111 *Construction Contracts*, AASB 118 *Revenue*, AASB 1004 *Contributions*, AASB 117 *Leases* and related Accounting Interpretations.

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

# Statement of Cash Flows

for the year ended 30 June 2020

Original unaudited budget 2020 \$ '000		Notes	Actual 2020 \$ '000	Actual 2019 \$ '000
<b>Cash flows from operating activities</b>				
<b>Receipts:</b>				
6,492	Rates and annual charges		6,349	6,254
6,589	User charges and fees		4,793	4,712
716	Investment and interest revenue received		540	736
6,138	Grants and contributions		12,379	11,263
–	Bonds, deposits and retention amounts received		20	217
4	Other		1,263	2,385
<b>Payments:</b>				
(7,968)	Employee benefits and on-costs		(7,983)	(7,950)
(5,108)	Materials and contracts		(5,778)	(6,109)
(4)	Borrowing costs		(4)	(6)
–	Bonds, deposits and retention amounts refunded		(51)	(196)
(1,152)	Other		(3,404)	(3,053)
5,707	<b>Net cash provided (or used in) operating activities</b>	16b	8,124	8,253
<b>Cash flows from investing activities</b>				
<b>Receipts:</b>				
–	Sale of investment securities		37,500	17,500
–	Sale of real estate assets		85	–
50	Sale of infrastructure, property, plant and equipment		187	210
<b>Payments:</b>				
17,500	Purchase of investment securities		(33,025)	(20,000)
(4,490)	Purchase of infrastructure, property, plant and equipment		(6,435)	(12,947)
13,060	<b>Net cash provided (or used in) investing activities</b>		(1,688)	(15,237)
<b>Cash flows from financing activities</b>				
<b>Payments:</b>				
(41)	Repayment of borrowings and advances		(41)	(47)
(18)	Lease liabilities (principal repayments)		(18)	–
(59)	<b>Net cash flow provided (used in) financing activities</b>		(59)	(47)
18,708	<b>Net increase/(decrease) in cash and cash equivalents</b>		6,377	(7,031)
25,078	Plus: cash and cash equivalents – beginning of year	16a	7,578	14,609
43,786	<b>Cash and cash equivalents – end of the year</b>	16a	13,955	7,578
–	plus: Investments on hand – end of year	7(b)	13,000	17,500
43,786	<b>Total cash, cash equivalents and investments</b>		26,955	25,078

The Council has not restated comparatives when initially applying AASB 1058 *Income of Not-for-Profit Entities*, AASB 15 *Revenue from Contracts with Customers* and AASB 16 *Leases*. The comparative information has been prepared under AASB 111 *Construction Contracts*, AASB 118 *Revenue*, AASB 1004 *Contributions*, AASB 117 *Leases* and related Accounting Interpretations.

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

## Notes to the Financial Statements

for the year ended 30 June 2020

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## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 1. Basis of preparation

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These financial statements were authorised for issue by Council on 09 September 2020. 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 (NSW)* and Regulations, 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.

#### (a) Historical cost convention

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

#### (b) 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 10
- (ii) employee benefit provisions – refer Note 14.

#### Significant judgements in applying the council's accounting policies

- (i) Impairment of receivables

Council has made a significant judgement about the impairment of a number of its receivables – refer Note 8.

#### Monies and other assets received by Council

##### (a) The Consolidated Fund

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

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

- General purpose operations
- Water service
- Sewerage service

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 1. Basis of preparation (continued)

#### Goods and Services Tax (GST)

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

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

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

#### Volunteer services

Council has no material reliance on volunteer services and there is no financial impact on the financial statements as presented.

#### New accounting standards and interpretations issued 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 2020 reporting period.

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

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

##### **AASB 1059 Service Concession Arrangements: Grantors**

##### **AASB 2018-5 Amendments to Australian Accounting Standards - Deferral of AASB 1059**

##### **AASB 2019-2 Amendments to Australian Accounting Standards – Implementation of AASB 1059**

This standard provides guidance for public sector entities (grantors) who have entered into service concession arrangements with private sector operators.

AASB 1059 requires grantors to recognise a service concession asset and, in most cases, a corresponding liability on the balance sheet.

A control approach is used to assess the service concession arrangements in place.

On initial recognition the asset is measured at current replacement cost based on AASB 13 Fair Value Measurement and existing assets of the grantors are reclassified at the date of transition.

After initial recognition, the grantor accounts for the assets under either AASB 116 Property, Plant and Equipment or AASB 138 Intangible Assets.

The nature of the consideration given to the operator will affect whether the grantor applies either the 'financial liability' or the 'grant of right' model for the recognition of the liability.

AASB 2019-2 makes amendments to the recognition and measurement of the asset and liability where the modified retrospective approach to transition is being used and provides a practical expedient due to the different effective dates of AASB 16 and AASB 1059.

**Council does not expect any material impact to future financial statements as Council does not generally enter into service concession arrangements.**

This standard has an effective date for the 30 June 2021 reporting period.

#### New accounting standards adopted during the year

During the year Council adopted the following accounting standards and interpretations (as issued by the Australian Accounting Standards Board) which were mandatorily effective from 1 July 2019:

- AASB 16 Leases

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 1. Basis of preparation (continued)

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- AASB 15 Revenue from contracts with customers and associated amending standards.
- AASB 1058 Income of Not-for-profit entities

Further information on the newly adopted standards which had a material impact on Council's reported financial position, financial performance and/or associated financial statement disclosures can be found at Note 15.

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 2(a). Council functions/activities – financial information

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

	Income from continuing operations		Expenses from continuing operations		Operating result from continuing operations		Grants included in income from continuing operations		Carrying amount of assets	
	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
<b>Functions or activities</b>										
Administration	9,630	9,991	8,296	7,028	1,334	2,963	4,255	4,303	34,773	22,890
Public order and safety	1,215	428	849	631	366	(203)	5	72	3,396	3,034
Health	26	5	388	246	(362)	(241)	–	–	445	445
Environment	1,473	2,036	1,041	918	432	1,118	978	1,557	15,575	14,873
Community service and education	19	66	95	96	(76)	(30)	165	66	749	789
Housing and community amenities	211	189	369	343	(158)	(154)	–	38	6,506	2,476
Water supplies	1,552	1,555	1,637	1,405	(85)	150	166	–	21,442	21,182
Sewerage supplies	896	941	830	873	66	68	21	–	18,679	18,541
Recreation and culture	989	2,299	2,061	2,795	(1,072)	(496)	875	2,250	10,260	14,773
Mining, manufacturing and construction	1,167	781	1,031	1,889	136	(1,108)	–	–	6,772	6,192
Transport and Communication	5,037	7,325	5,047	3,780	(10)	3,545	1,541	2,759	207,232	218,040
Economic Affairs	279	730	554	876	(275)	(146)	58	200	2,746	2,943
<b>Total functions and activities</b>	<b>22,494</b>	<b>26,346</b>	<b>22,198</b>	<b>20,880</b>	<b>296</b>	<b>5,466</b>	<b>8,064</b>	<b>11,245</b>	<b>328,575</b>	<b>326,178</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 2(b). Council functions/activities - component descriptions

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Details relating to the Council's functions/activities as reported in Note 2(a) are as follows:

#### Administration

includes Council's governance function, corporate support and other support services, engineering works and any council policy compliance.

#### Public order and safety

includes Council's fire and emergency services levy, fire protection, emergency services, animal control and other public order and safety

#### Health

includes administration and inspection costs for health services as well as provision of residential accommodation for medical professionals.

#### Environment

includes noxious plants and insect/vermin control; other environmental protection: solid waste management, including domestic waste; other waste management; other sanitation; and garbage, street cleaning, drainage and stormwater management.

#### Community service and education

includes administration and education; aged and disabled services; youth services and programs; other community services

#### Housing and community amenities

includes public cemeteries; public conveniences; street lighting; town planning; other community amenities, including housing development and accommodation.

#### Water supplies

water services

#### Sewerage supplies

sewer services

#### Recreation and culture

includes public libraries; museums; community centres and halls, including public halls and performing arts venues; sporting grounds and venues; swimming pools; parks and gardens; and other sporting, recreational and cultural services

#### Mining, manufacturing and construction

includes building control, quarries and pits and mineral resources

#### Transport and Communication

(urban local, urban regional); includes sealed and unsealed roads, bridges, footpaths, parking areas, and aerodromes.

#### Economic Affairs

includes camping areas and caravan parks; tourism and area promotion; industrial development promotion; saleyards and markets; real estate development and other business undertakings.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 3. Revenue from continuing operations

	AASB	2020 \$ '000	2019 \$ '000
<b>(a) Rates and annual charges</b>			
<b>Ordinary rates</b>			
Residential	1058 (1)	828	793
Farmland	1058 (1)	3,781	3,696
Business	1058 (1)	172	167
Less: pensioner rebates (mandatory)	1058 (1)	(45)	(44)
<b>Rates levied to ratepayers</b>		<b>4,736</b>	<b>4,612</b>
Pensioner rate subsidies received	1058 (1)	25	25
<b>Total ordinary rates</b>		<b>4,761</b>	<b>4,637</b>
<b>Annual charges</b>			
(pursuant to s.496, s.496A, s.496B, s.501 & s.611)			
Domestic waste management services	1058 (1)	490	490
Water supply services	1058 (1)	605	544
Sewerage services	1058 (1)	691	672
Less: pensioner rebates (mandatory)	1058 (1)	(65)	(65)
<b>Annual charges levied</b>		<b>1,721</b>	<b>1,641</b>
Pensioner subsidies received:			
– Water	1058 (1)	12	12
– Sewerage	1058 (1)	12	11
– Domestic waste management	1058 (1)	13	13
<b>Total annual charges</b>		<b>1,758</b>	<b>1,677</b>
<b>TOTAL RATES AND ANNUAL CHARGES</b>		<b>6,519</b>	<b>6,314</b>

The **AASB** notation (above) identifies the revenue recognition pattern for material items of Council revenue:

**1058 (1)** indicates income recognised under AASB 1058 “at a point in time”,

Council has used 2016 year valuations provided by the NSW Valuer General in calculating its rates.

**Accounting policy for rates and charges**

Rates and annual charges are recognised as revenue when the Council obtains control over the assets comprising these receipts which is the beginning of the rating period to which they relate.

Prepaid rates are recognised as a financial liability until the beginning of the rating period.

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

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are in substance a rates payment.

**2019 accounting policy**

Control over assets acquired from rates and annual charges is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates.



## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 3. Revenue from continuing operations (continued)

	AASB	2020 \$ '000	2019 \$ '000
<b>(b) User charges and fees</b>			
<b>Specific user charges</b>			
(per s.502 - specific 'actual use' charges)			
Water supply services	15 (2)	771	883
Sewerage services	15 (2)	119	122
<b>Total specific user charges</b>		<b>890</b>	<b>1,005</b>
<b>Other user charges and fees</b>			
<b>(i) Fees and charges – statutory and regulatory functions (per s.608)</b>			
Building regulation	15 (2)	19	22
Building services – other	15 (2)	2	4
Planning and building regulation	15 (2)	3	–
Regulatory/ statutory fees	15 (2)	4	11
Registration fees	15 (2)	30	50
Section 10.7 certificates (EP&A Act)	15 (2)	11	17
Section 603 certificates	15 (2)	6	–
Town planning	15 (2)	9	19
<b>Total fees and charges – statutory/regulatory</b>		<b>84</b>	<b>123</b>
<b>(ii) Fees and charges – other (incl. general user charges (per s.608))</b>			
Aerodrome	15 (1)	–	3
Caravan park	15 (1)	6	4
Cemeteries	15 (1)	97	62
Lease rentals	15 (2)	–	15
Park rents	15 (1)	1	–
Quarry revenues	15 (1)	1,148	758
RMS (formerly RTA) charges (state roads not controlled by Council)	15 (2)	1,748	2,908
Saleyards	15 (1)	8	4
Swimming centres	15 (1)	23	31
Water connection fees	15 (1)	1	2
Private works	15 (1)	110	318
Recreational grounds fees	15 (1)	7	16
Other	15 (2)	29	18
<b>Total fees and charges – other</b>		<b>3,178</b>	<b>4,139</b>
<b>TOTAL USER CHARGES AND FEES</b>		<b>4,152</b>	<b>5,267</b>

The **AASB** notation (above) identifies the revenue recognition pattern for material items of Council revenue:

**15 (1)** indicates income recognised under AASB 15 “at a point in time”,

**15 (2)** indicates income recognised under AASB 15 “over time”.

**Accounting policy for user charges and fees**

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. There is no material obligation for Council in relation to refunds or returns.

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

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 3. Revenue from continuing operations (continued)

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 the term of the licence.

**2019 accounting policy**

User charges and fees are recognised as revenue when the service has been provided.

	AASB	2020 \$ '000	2019 \$ '000
<b>(c) Other revenues</b>			
Rental income – other council properties (2019 only)	1058 (1)	–	50
Legal fees recovery – rates and charges (extra charges)	1058 (2)	45	50
Legal fees recovery – other	1058 (1)	1	–
Commissions and agency fees	15 (2)	101	94
Diesel rebate	1058 (1)	86	76
Insurance claims recoveries	1058 (1)	15	331
Sales of inventories	15 (1)	4	–
Sales – general	15 (1)	19	38
Insurance rebate	1058 (1)	40	84
Reimbursement – bushfire	15 (2)	385	306
Farming income - 2019 only	15 (2)	–	23
Other	1058 (1)	47	51
<b>TOTAL OTHER REVENUE</b>		<b>743</b>	<b>1,103</b>

The **AASB** notation (above) identifies the revenue recognition pattern for material items of Council revenue:

**15 (1)** indicates income recognised under AASB 15 “at a point in time”,

**15 (2)** indicates income recognised under AASB 15 “over time”,

**1058 (1)** indicates income recognised under AASB 1058 “at a point in time”, while

**1058 (2)** indicates income recognised under AASB 1058 “over time”.

**Accounting policy for other revenue**

Where the revenue relates to a contract with customer, the revenue is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

Where the revenue relates to a contract which is not enforceable or does not contain sufficiently specific performance obligations then revenue is recognised when an unconditional right to a receivable arises or the cash is received, which is earlier.

**2019 accounting policy:**

Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the Council and specific criteria have been met for each of the Council's activities as described below. Council bases its estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

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

Rental income is accounted for on a straight-line basis over the lease term.

Miscellaneous sales are recognised when physical possession has transferred to the customer which is deemed to be the point of transfer of risks and rewards.

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

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 3. Revenue from continuing operations (continued)

	AASB	Operating 2020 \$ '000	Operating 2019 \$ '000	Capital 2020 \$ '000	Capital 2019 \$ '000
<b>(d) Grants</b>					
<b>General purpose (untied)</b>					
<b>Current year allocation</b>					
Financial assistance	1058 (1)	2,065	1,920	—	—
<b>Payment in advance - future year allocation</b>					
Financial assistance	1058 (1)	2,190	2,294	—	—
<b>Total general purpose</b>		<b>4,255</b>	<b>4,214</b>	<b>—</b>	<b>—</b>
<b>Specific purpose</b>					
Water supplies	1058 (2)	166	—	—	—
Sewerage services	1058 (2)	21	—	—	—
Bushfire and emergency services	1058 (2)	5	—	—	—
Community care	15 (2)	19	138	146	—
Tourism	1058 (2)	58	—	—	109
Employment and training programs	1058 (1)	—	11	—	—
Floodplain management	1058 (1)	62	—	—	—
Environmental programs	1058 (2)	—	72	916	1,435
Library – per capita	1058 (1)	74	24	—	—
Recreation and culture	1058 (2)	4	9	575	958
Transport (roads to recovery)	1058 (1)	1,395	893	—	—
Street lighting	1058 (1)	39	38	—	—
Transport (other roads and bridges funding)	1058 (2)	—	300	108	1,544
Crown Lands	1058 (1)	—	79	—	—
Community Drought Program	1058 (2)	178	1,388	—	—
Other	1058 (2)	—	33	43	—
<b>Total specific purpose</b>		<b>2,021</b>	<b>2,985</b>	<b>1,788</b>	<b>4,046</b>
<b>Total grants</b>		<b>6,276</b>	<b>7,199</b>	<b>1,788</b>	<b>4,046</b>
<b>Grant revenue is attributable to:</b>					
– Commonwealth funding		5,828	6,976	146	1,067
– State funding		448	223	1,642	2,979
		<b>6,276</b>	<b>7,199</b>	<b>1,788</b>	<b>4,046</b>

The **AASB** notation (above) identifies the revenue recognition pattern for material items of Council revenue:

**15 (2)** indicates income recognised under AASB 15 “over time”,

**1058 (1)** indicates income recognised under AASB 1058 “at a point in time”, while

**1058 (2)** indicates income recognised under AASB 1058 “over time”.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 3. Revenue from continuing operations (continued)

	AASB	Operating 2020 \$ '000	Operating 2019 \$ '000	Capital 2020 \$ '000	Capital 2019 \$ '000
<b>(e) Contributions</b>					
<b>Other contributions:</b>					
<b>Cash contributions</b>					
Bushfire services	15 (2)	81	–	568	–
Recreation and culture	1058 (1)	–	–	14	–
RMS contributions (regional roads, block grant)	1058 (1)	1,351	1,336	415	319
<b>Total other contributions – cash</b>		<b>1,432</b>	<b>1,336</b>	<b>997</b>	<b>319</b>
<b>Total other contributions</b>		<b>1,432</b>	<b>1,336</b>	<b>997</b>	<b>319</b>
<b>Total contributions</b>		<b>1,432</b>	<b>1,336</b>	<b>997</b>	<b>319</b>
<b>TOTAL GRANTS AND CONTRIBUTIONS</b>		<b>7,708</b>	<b>8,535</b>	<b>2,785</b>	<b>4,365</b>

The **AASB** notation (above) identifies the revenue recognition pattern for material items of Council revenue:

**15 (2)** indicates income recognised under AASB 15 “over time”,

**1058 (1)** indicates income recognised under AASB 1058 “at a point in time”, while

**Accounting policy for grants and contributions****Accounting policy from 1 July 2019****Grant income under AASB 15**

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue are recognised when control of each performance obligations is satisfied.

The performance obligations are varied based on the agreement but include [provide details of performance obligations within AASB 15 grants e.g. events, vaccinations]. 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.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract.

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.

**Grant income**

Assets arising from grants in the scope of AASB 1058 is recognised at the assets fair value when the asset is received. Councils 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

**Capital grants**

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 3. Revenue from continuing operations (continued)

Capital grants received to enable Council to acquire or construct an item of infrastructure, property, plant and equipment to identified specifications which will be under Council's control and which is enforceable are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project as there is no profit margin.

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

**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*.

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

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

**Accounting policy prior to 1 July 2019**

Control over grants and contributions is normally obtained upon their receipt (or acquittal) and revenue is recognised at this time and is valued at the fair value of the granted or contributed asset at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner, or used over a particular period, and those conditions were un-discharged at reporting date, the unused grant or contribution is disclosed below.

A liability is recognised in respect of revenue that is reciprocal in nature to the extent that the requisite service has not been provided at reporting date.

	2020 \$ '000	2019 \$ '000
--	-----------------	-----------------

**(f) Unspent grants and contributions – external restrictions**

Certain grants and contributions are obtained by Council on condition that they be spent in a specified manner due to externally imposed restrictions.

**Operating grants**

Unexpended at the close of the previous reporting period	315	322
<b>Add:</b> operating grants received for the provision of goods and services	251	135
<b>Add:</b> operating grants recognised as income in the current period but not yet spent (2019 only)	–	99
<b>Less:</b> operating grants recognised in a previous reporting period now spent (2019 only)	–	(241)
<b>Less:</b> operating grants recognised in the current reporting period and now spent	(214)	–
<b>Less:</b> operating grants received in a previous reporting period now spent and recognised as income	(170)	–
<b>Unexpended and held as externally restricted assets (operating grants)</b>	<b>182</b>	<b>315</b>

**Capital grants**

Unexpended at the close of the previous reporting period	514	226
<b>Add:</b> capital grants recognised as income in the current period but not yet spent (2019 only)	–	514
	2,645	–

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 3. Revenue from continuing operations (continued)

	2020 \$ '000	2019 \$ '000
<b>Add:</b> capital grants received for the provision of goods and services in a future period	2,645	–
<b>Less:</b> capital grants recognised in a previous reporting period now spent (2019 only)	–	(226)
<b>Less:</b> capital grants recognised in the current reporting period and now spent	(1,831)	–
<b>Less:</b> capital grants received in a previous reporting period now spent and recognised as income	(417)	–
<b>Unexpended and held as externally restricted assets (capital grants)</b>	<b>911</b>	<b>514</b>

## Note 4. Interest and investment income

	2020 \$ '000	2019 \$ '000
<b>Interest on financial assets measured at amortised cost</b>		
– Overdue rates and annual charges (incl. special purpose rates)	73	50
– Cash and investments	360	712
<b>Total Interest and investment income</b>	<b>433</b>	<b>762</b>

**Interest revenue is attributable to:****Unrestricted investments/financial assets:**

Overdue rates and annual charges (general fund)	38	29
General Council cash and investments	252	479

**Restricted investments/funds – external:**

Water fund operations	60	102
Sewerage fund operations	77	152
Domestic waste management operations	6	–

**Total interest and investment revenue****Accounting policy for interest and investment revenue**

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

Dividends are recognised as income in profit or loss unless the dividend clearly represents a recovery of part of the cost of the investment.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 5. Expenses from continuing operations

	2020 \$ '000	2019 \$ '000
<b>(a) Employee benefits and on-costs</b>		
Salaries and wages	6,255	5,954
Employee leave entitlements (ELE)	675	904
Superannuation	712	672
Workers' compensation insurance	283	227
Fringe benefit tax (FBT)	33	23
Protective clothing	47	22
Other	218	122
<b>Total employee costs</b>	<b>8,223</b>	<b>7,924</b>
Less: capitalised costs	(178)	(216)
<b>TOTAL EMPLOYEE COSTS EXPENSED</b>	<b>8,045</b>	<b>7,708</b>
Number of 'full-time equivalent' employees (FTE) at year end	87	86

**Accounting policy for employee benefits and on-costs**

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

*Retirement benefit obligations*

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

*Superannuation plans*

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

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note 19 for more information.

	2020 \$ '000	2019 \$ '000
<b>(b) Borrowing costs</b>		
<b>(i) Interest bearing liability costs</b>		
Interest on leases	1	–
Interest on loans	3	5
<b>Total interest bearing liability costs</b>	<b>4</b>	<b>5</b>
<b>Total interest bearing liability costs expensed</b>	<b>4</b>	<b>5</b>
<b>TOTAL BORROWING COSTS EXPENSED</b>	<b>4</b>	<b>5</b>

**Accounting policy for borrowing costs**

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



## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 5. Expenses from continuing operations (continued)

	2020 \$ '000	2019 \$ '000
<b>(c) Materials and contracts</b>		
Raw materials and consumables	2,104	2,769
Contractor and consultancy costs		
– Building, electrical, plumbing	334	116
– External plant hire	175	297
– Planning	175	–
– Quarry	129	254
– Water Supply	214	–
– Health Services	271	–
– Waste management	302	333
– Aerodrome Grounds Maintenance	37	48
Contractor and consultancy costs – other	271	453
Auditors remuneration <sup>1</sup>	62	62
<b>Legal expenses:</b>		
– Legal expenses: debt recovery	77	47
– Legal expenses: other	111	59
<b>Total materials and contracts</b>	<b>4,262</b>	<b>4,438</b>
<b>TOTAL MATERIALS AND CONTRACTS</b>	<b>4,262</b>	<b>4,438</b>
<b>1. Auditor remuneration</b>		
During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms		
<b>Auditors of the Council - NSW Auditor-General:</b>		
<b>(i) Audit and other assurance services</b>		
Audit and review of financial statements	62	62
<b>Remuneration for audit and other assurance services</b>	<b>62</b>	<b>62</b>
<b>Total Auditor-General remuneration</b>	<b>62</b>	<b>62</b>
<b>Total Auditor remuneration</b>	<b>62</b>	<b>62</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 5. Expenses from continuing operations (continued)

	Notes	2020 \$ '000	2019 \$ '000
<b>(d) Depreciation, amortisation and impairment of non-financial assets</b>			
<b>Depreciation and amortisation</b>			
Plant and equipment		1,209	1,200
Office equipment		151	159
Land improvements (depreciable)		15	2
<b>Infrastructure:</b>	10(a)		
– Buildings – non-specialised		63	116
– Buildings – specialised		512	417
– Other structures		392	517
– Roads		3,321	2,514
– Bridges		155	146
– Footpaths		29	26
– Stormwater drainage		158	28
– Water supply network		388	247
– Sewerage network		309	375
<b>Right of use assets</b>	12	18	–
<b>Total gross depreciation and amortisation costs</b>		<b>6,720</b>	<b>5,747</b>
<b>Total depreciation and amortisation costs</b>		<b>6,720</b>	<b>5,747</b>
<b>Impairment of other assets</b>			
– Real Estate	9a	25	–
<b>Total other assets impairment costs / (reversals) charged to Income Statement</b>		<b>25</b>	<b>–</b>
<b><u>TOTAL DEPRECIATION, AMORTISATION AND IMPAIRMENT FOR NON-FINANCIAL ASSETS</u></b>		<b><u>6,745</u></b>	<b><u>5,747</u></b>

**Accounting policy for depreciation, amortisation and impairment expenses of non-financial assets****Depreciation and amortisation**

Depreciation and amortisation are calculated using the straight line method to allocate their cost over their estimated useful lives. Useful lives are included in Note 10 for IPPE assets and Note 12 for right of use assets.

**Impairment of non-financial assets**

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are no longer required to be tested for impairment under AASB 136. This is because 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.

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

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units). Non-financial assets that suffered an impairment are reviewed for possible reversal of the impairment at each reporting date.

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.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 5. Expenses from continuing operations (continued)

	2020 \$ '000	2019 \$ '000
<b>(e) Other expenses</b>		
Advertising	81	65
Training costs (other than salaries and wages)	219	279
Travel expenses	95	14
Bad and doubtful debts	57	–
Bank charges	15	15
Street Cleaning	259	260
Computer software charges	81	90
Contributions/levies to other levels of government	71	66
– Emergency services levy (includes FRNSW, SES, and RFS levies)	26	24
– NSW rural fire service levy	506	403
– Other contributions/levies	115	105
Councillor expenses – mayoral fee	21	21
Councillor expenses – councillors' fees	77	70
Councillors' expenses (incl. mayor) – other (excluding fees above)	57	19
Donations, contributions and assistance to other organisations (Section 356)	72	81
Election expenses	1	34
Electricity and heating	398	454
Farming costs	–	39
Fire control expenses	2	–
Insurance	364	292
Office expenses (including computer expenses)	47	29
Postage	29	29
Printing and stationery	50	64
Royalties	41	42
Street lighting	119	155
Subscriptions and publications	71	57
Telephone and communications	45	63
Valuation fees	21	26
Other	107	85
<b>Total other expenses</b>	<b>3,047</b>	<b>2,881</b>
<b>TOTAL OTHER EXPENSES</b>	<b>3,047</b>	<b>2,881</b>

**Accounting policy for other expenses**

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

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 6. Gain or loss from disposal of assets

	Notes	2020 \$ '000	2019 \$ '000
<b>Plant and equipment</b>	10(a)		
Proceeds from disposal – plant and equipment		187	210
Less: carrying amount of plant and equipment assets sold/written off		(182)	(187)
<b>Net gain/(loss) on disposal</b>		<b>5</b>	<b>23</b>
<b>Infrastructure</b>	10(a)		
Less: carrying amount of infrastructure assets sold/written off		(70)	(123)
<b>Net gain/(loss) on disposal</b>		<b>(70)</b>	<b>(123)</b>
<b>Real estate assets held for sale</b>	9		
Proceeds from disposal – real estate assets		85	–
Less: carrying amount of real estate assets sold/written off		(115)	–
<b>Net gain/(loss) on disposal</b>		<b>(30)</b>	<b>–</b>
<b>Investments</b>	7(b)		
Proceeds from disposal/redemptions/maturities – investments		37,500	17,500
Less: carrying amount of investments sold/redeemed/matured		(37,500)	(17,500)
<b>Net gain/(loss) on disposal</b>		<b>–</b>	<b>–</b>
<b><u>NET GAIN/(LOSS) ON DISPOSAL OF ASSETS</u></b>		<b><u>(95)</u></b>	<b><u>(100)</u></b>

**Accounting policy for disposal of assets**

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer and the asset is de-recognised.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 7(a). Cash and cash equivalents

	2020 \$ '000	2019 \$ '000
<b>Cash and cash equivalents</b>		
Cash on hand and at bank	6,455	2,078
Cash-equivalent assets		
– Deposits at call	2,500	1,000
– Short-term deposits	5,000	4,500
<b>Total cash and cash equivalents</b>	<b>13,955</b>	<b>7,578</b>

**Accounting policy for cash and cash equivalents**

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

## Note 7(b). Investments

	2020 Current \$ '000	2020 Non-current \$ '000	2019 Current \$ '000	2019 Non-current \$ '000
<b>Investments</b>				
'Financial assets at amortised cost' / 'held to maturity' (2018)	13,000	–	17,500	–
<b>Total Investments</b>	<b>13,000</b>	<b>–</b>	<b>17,500</b>	<b>–</b>
<b>TOTAL CASH ASSETS, CASH EQUIVALENTS AND INVESTMENTS</b>	<b>26,955</b>	<b>–</b>	<b>25,078</b>	<b>–</b>
<b>Financial assets at amortised cost</b>				
Long term deposits	13,000	–	17,500	–
<b>Total</b>	<b>13,000</b>	<b>–</b>	<b>17,500</b>	<b>–</b>

**Accounting policy for investments**

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

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

**Financial assets**

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

**Classification**

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

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

Financial assets are not reclassified subsequent to their initial recognition.

**Amortised cost**

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows, and

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 7(b). Investments (continued)

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- the contractual terms give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Council's financial assets measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the Statement of Financial Position.

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

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

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

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

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

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

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

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

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

Council's financial assets measured at fair value through profit or loss comprise investments in FRNs and NCDs in the Statement of Financial Position.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 7(c). Restricted cash, cash equivalents and investments

	2020 Current \$ '000	2020 Non-current \$ '000	2019 Current \$ '000	2019 Non-current \$ '000
Total cash, cash equivalents and investments	26,955	—	25,078	—
<b>attributable to:</b>				
External restrictions	10,520	—	10,215	—
Internal restrictions	12,945	—	13,465	—
Unrestricted	3,490	—	1,398	—
	26,955	—	25,078	—

	2020 \$ '000	2019 \$ '000
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## Details of restrictions

**External restrictions – included in liabilities**

Specific purpose unexpended grants – general fund (2020 only)

	973	—
<b>External restrictions – included in liabilities</b>	<b>973</b>	<b>—</b>

**External restrictions – other**

Specific purpose unexpended grants (recognised as revenue) – general fund

Water supplies	2,740	2,704
Sewerage services	5,653	5,751
Domestic waste management	1,034	931

<b>External restrictions – other</b>	<b>9,547</b>	<b>10,215</b>
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<b>Total external restrictions</b>	<b>10,520</b>	<b>10,215</b>
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## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 7(c). Restricted cash, cash equivalents and investments (continued)

	2020 \$ '000	2019 \$ '000
<b>Internal restrictions</b>		
Plant and vehicle replacement	3,460	2,666
Employees leave entitlement	895	895
Carry over works	174	157
Aerodrome	50	50
Caravan park	25	62
Cemetery	77	77
Common	53	50
Depot improvements	9	41
Development	247	449
Election expenses	13	14
Emergency services building	200	200
Financial assistance grant (in advance)	2,338	2,294
Footpath replacement	125	150
Kerb and gutter replacement	39	114
Levee reserve	530	723
Local environmental plan	25	25
Office equipment	144	160
Other community development	248	248
Premises refurbishment	619	650
Quarry	1,118	1,076
Quarry rehabilitation	150	140
Recreational facilities	93	159
Road reloaming	431	731
Road reserve sealed	709	881
Rural fire service	36	36
Showground	80	106
Single invitation contract	200	200
Sportsground	20	24
Strategic plan review	20	20
Street lighting	40	40
Urban streets	95	254
Weir improvement	18	18
Bore Baths Establishment Reserve	500	500
SCC Grant Matching Component'	164	255
<b>Total internal restrictions</b>	<b>12,945</b>	<b>13,465</b>
<b>TOTAL RESTRICTIONS</b>	<b>23,465</b>	<b>23,680</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 8. Receivables

	2020 Current \$ '000	2020 Non-current \$ '000	2019 Current \$ '000	2019 Non-current \$ '000
<b>Purpose</b>				
Rates and annual charges	679	125	408	210
Interest and extra charges	41	25	35	46
User charges and fees	834	192	1,056	215
Accrued revenues				
– Interest on investments	35	–	127	–
Government grants and subsidies	1,231	–	2,144	–
Net GST receivable	77	–	148	–
<b>Total</b>	<b>2,897</b>	<b>342</b>	<b>3,918</b>	<b>471</b>
<b>Less: provision of impairment</b>				
Rates and annual charges	(210)	(85)	(136)	(143)
User charges and fees	(32)	(76)	(21)	(48)
<b>Total provision for impairment – receivables</b>	<b>(242)</b>	<b>(161)</b>	<b>(157)</b>	<b>(191)</b>
<b>TOTAL NET RECEIVABLES</b>	<b>2,655</b>	<b>181</b>	<b>3,761</b>	<b>280</b>

## Externally restricted receivables

## Water supply

– Rates and availability charges	72	–	77	–
– Other	375	115	310	–

## Sewerage services

– Rates and availability charges	170	–	110	–
– Other	11	–	37	–

<b>Total external restrictions</b>	<b>628</b>	<b>115</b>	<b>534</b>	<b>–</b>
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<b>Unrestricted receivables</b>	<b>2,027</b>	<b>66</b>	<b>3,227</b>	<b>280</b>
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<b>TOTAL NET RECEIVABLES</b>	<b>2,655</b>	<b>181</b>	<b>3,761</b>	<b>280</b>
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	2020 \$ '000	2019 \$ '000
<b>Movement in provision for impairment of receivables</b>		
Balance at the beginning of the year (calculated in accordance with AASB 139)	348	348
+ new provisions recognised during the year	55	–
<b>Balance at the end of the year</b>	<b>403</b>	<b>348</b>

## Accounting policy for receivables

## Recognition and measurement

Receivables are included in current assets, except for those with maturities greater than 12 months after the reporting date which are classified as non-current assets.

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.

Cash flows relating to short-term receivables are not discounted if the effect of discounting is immaterial.

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 8. Receivables (continued)

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#### Impairment

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, and when estimating ECL, the Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

When considering the ECL for rates debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rates debtors, Council uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

The Council uses the presumption that a financial asset is in default when:

- the other party is unlikely to pay its credit obligations to the Council in full, without recourse by the Council to actions such as realising security (if any is held) or
- the financial assets (for non-rates debtors) are more than 90 days past due.

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

The Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings, or when the receivables are over 1 year past due, whichever occurs first.

None of the receivables that have been written off are subject to enforcement activity.

Where the Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

Rates and annual charges outstanding are secured against the property.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 9. Inventories and other assets

	2020 Current \$ '000	2020 Non-current \$ '000	2019 Current \$ '000	2019 Non-current \$ '000
<b>(a) Inventories</b>				
<b>(i) Inventories at cost</b>				
Real estate for resale	166	—	306	—
Stores and materials	176	—	181	—
Trading stock	672	—	346	—
<b>Total inventories at cost</b>	<b>1,014</b>	<b>—</b>	<b>833</b>	<b>—</b>
<b>TOTAL INVENTORIES</b>	<b>1,014</b>	<b>—</b>	<b>833</b>	<b>—</b>

**(b) Other assets**

Prepayments	95	—	111	—
<b>TOTAL OTHER ASSETS</b>	<b>95</b>	<b>—</b>	<b>111</b>	<b>—</b>

**(i) Other disclosures**

	Notes	2020 Current \$ '000	2020 Non-current \$ '000	2019 Current \$ '000	2019 Non-current \$ '000
<b>(a) Details for real estate development</b>					
Industrial/commercial		166	—	306	—
<b>Total real estate for resale</b>		<b>166</b>	<b>—</b>	<b>306</b>	<b>—</b>
(Valued at the lower of cost and net realisable value)					
<b>Represented by:</b>					
Acquisition costs		166	—	306	—
<b>Total costs</b>		<b>166</b>	<b>—</b>	<b>306</b>	<b>—</b>
<b>Total real estate for resale</b>		<b>166</b>	<b>—</b>	<b>306</b>	<b>—</b>
<b>Movements:</b>					
Real estate assets at beginning of the year		306	—	306	—
– Impairment	5d	(25)	—	—	—
– WDV of sales (expense)	6	(115)	—	—	—
<b>Total real estate for resale</b>		<b>166</b>	<b>—</b>	<b>306</b>	<b>—</b>

**(b) Current assets not anticipated to be settled within the next 12 months**

The following inventories and other assets, even though classified as current are not expected to be recovered in the next 12 months;

	2020 \$ '000	2019 \$ '000
Real estate for resale	166	191
	<b>166</b>	<b>191</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 9. Inventories and other assets (continued)

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#### Accounting policy for inventories and other assets

##### **Raw materials and stores, work in progress and finished goods**

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Costs are assigned to individual items of inventory on the basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

##### **Land held for resale/capitalisation of borrowing costs**

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 10(a). Infrastructure, property, plant and equipment

	as at 30/06/19			Asset movements during the reporting period							as at 30/06/20		
	Gross carrying amount \$ '000	Accumulated depreciation \$ '000	Net carrying amount \$ '000	Additions renewals <sup>1</sup> \$ '000	Additions new assets \$ '000	Carrying value of disposals \$ '000	Depreciation expense \$ '000	WIP transfers \$ '000	Revaluation decrements to equity (ARR) \$ '000	Revaluation increments to equity (ARR) \$ '000	Gross carrying amount \$ '000	Accumulated depreciation \$ '000	Net carrying amount \$ '000
Capital work in progress	237	–	237	1,528	119	–	–	(33)	–	–	1,851	–	1,851
Plant and equipment	11,469	(5,125)	6,344	15	521	(182)	(1,209)	–	–	–	13,236	(7,747)	5,489
Office equipment	3,061	(2,334)	727	–	160	–	(151)	–	–	–	1,247	(511)	736
<b>Land:</b>													
– Crown land	838	–	838	–	–	–	–	–	–	22	860	–	860
– Operational land	2,344	–	2,344	–	53	–	–	–	–	88	2,485	–	2,485
– Community land	678	–	678	–	–	–	–	–	(37)	–	641	–	641
Land improvements – non-depreciable	36	–	36	–	–	–	–	–	–	–	36	–	36
Land improvements – depreciable	822	(93)	729	–	141	–	(15)	–	–	–	964	(109)	855
<b>Infrastructure:</b>													
– Buildings – non-specialised	3,512	(816)	2,696	6	74	–	(63)	–	–	54	3,670	(902)	2,768
– Buildings – specialised	27,953	(9,651)	18,302	106	–	–	(512)	–	–	68	28,182	(10,219)	17,963
– Other structures	18,351	(5,953)	12,398	86	485	–	(392)	19	–	428	19,509	(6,484)	13,025
– Roads	243,628	(61,162)	182,466	2,019	441	–	(3,321)	14	–	636	246,430	(64,174)	182,256
– Bridges	25,645	(3,586)	22,059	–	–	–	(155)	–	–	220	25,901	(3,776)	22,125
– Footpaths	1,699	(443)	1,256	26	–	–	(29)	–	–	87	1,814	(474)	1,340
– Bulk earthworks (non-depreciable)	6,599	–	6,599	41	–	–	–	–	–	–	6,640	–	6,640
– Stormwater drainage	11,894	(4,273)	7,621	–	–	–	(158)	–	–	120	12,013	(4,431)	7,582
– Water supply network	25,597	(7,506)	18,091	330	–	(61)	(388)	–	–	168	26,079	(7,939)	18,140
– Sewerage network	27,857	(15,215)	12,642	82	248	(10)	(309)	–	–	117	28,442	(15,671)	12,771
<b>Total Infrastructure, property, plant and equipment</b>	<b>412,220</b>	<b>(116,157)</b>	<b>296,063</b>	<b>4,239</b>	<b>2,242</b>	<b>(253)</b>	<b>(6,702)</b>	<b>–</b>	<b>(37)</b>	<b>2,008</b>	<b>420,000</b>	<b>(122,437)</b>	<b>297,563</b>

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 10(a). Infrastructure, property, plant and equipment (continued)

	as at 30/06/18			Asset movements during the reporting period								as at 30/06/19		
	Gross carrying amount \$ '000	Accumulated depreciation \$ '000	Net carrying amount \$ '000	Additions renewals <sup>1</sup> \$ '000	Additions new assets \$ '000	Carrying value of disposals \$ '000	Depreciation expense \$ '000	WIP transfers \$ '000	Adjustments and transfers \$ '000	Revaluation decrements to equity (ARR) \$ '000	Revaluation increments to equity (ARR) \$ '000	Gross carrying amount \$ '000	Accumulated depreciation \$ '000	Net carrying amount \$ '000
Capital work in progress	126	–	126	32	205	–	–	(126)	–	–	–	237	–	237
Plant and equipment	13,241	(6,801)	6,440	99	1,745	(187)	(1,200)	–	(553)	–	–	11,469	(5,125)	6,344
Office equipment	674	(569)	105	–	228	–	(159)	–	553	–	–	3,061	(2,334)	727
<b>Land:</b>														
– Operational land	2,344	–	2,344	–	–	–	–	–	–	–	–	2,344	–	2,344
– Community land	678	–	678	–	–	–	–	–	–	–	–	678	–	678
– Crown land	838	–	838	–	–	–	–	–	–	–	–	838	–	838
Land improvements – non-depreciable	36	–	36	–	–	–	–	–	–	–	–	36	–	36
Land improvements – depreciable	169	(91)	78	–	653	–	(2)	–	–	–	–	822	(93)	729
<b>Infrastructure:</b>														
– Buildings – non-specialised	2,755	(558)	2,197	430	20	–	(116)	56	–	–	109	3,512	(816)	2,696
– Buildings – specialised	27,125	(8,384)	18,741	277	255	–	(417)	–	–	(554)	–	27,953	(9,651)	18,302
– Other structures	17,059	(5,136)	11,923	1,098	102	–	(517)	41	–	(249)	–	18,351	(5,953)	12,398
– Roads	232,740	(42,493)	190,247	4,649	332	–	(2,514)	–	–	(10,248)	–	243,628	(61,162)	182,466
– Bridges	14,575	(2,046)	12,529	–	–	–	(146)	–	–	–	9,676	25,645	(3,586)	22,059
– Footpaths	1,957	(219)	1,738	52	–	–	(26)	–	–	(508)	–	1,699	(443)	1,256
– Bulk earthworks (non-depreciable)	5,559	–	5,559	–	1,027	–	–	13	–	–	–	6,599	–	6,599
– Stormwater drainage	2,459	(977)	1,482	61	–	–	(28)	–	–	–	6,106	11,894	(4,273)	7,621
– Water supply network	24,970	(7,390)	17,580	431	116	(44)	(247)	16	–	–	239	25,597	(7,506)	18,091
– Sewerage network	27,220	(14,756)	12,464	426	42	(79)	(375)	–	–	–	164	27,857	(15,215)	12,642
<b>Total Infrastructure, property, plant and equipment</b>	<b>374,525</b>	<b>(89,420)</b>	<b>285,105</b>	<b>7,555</b>	<b>4,725</b>	<b>(310)</b>	<b>(5,747)</b>	<b>–</b>	<b>–</b>	<b>(11,559)</b>	<b>16,294</b>	<b>412,220</b>	<b>(116,157)</b>	<b>296,063</b>

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).



## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 10(a). Infrastructure, property, plant and equipment (continued)

**Accounting policy for infrastructure, property, plant and equipment**

Infrastructure, property, plant and equipment are held at fair value. Independent comprehensive valuations are performed at least every five years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Water and sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of Industry (DoI) – Water.

Increases in the carrying amounts arising on revaluation are credited to the revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

When infrastructure, property, plant and equipment are acquired by Council for nil or nominal consideration, the assets are initially recognised at their fair value at acquisition date.

Land is not depreciated. 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:

<b>Plant and equipment</b>	<b>Years</b>	<b>Other equipment</b>	<b>Years</b>
Office equipment	5 to 10	Playground equipment	5 to 15
Office furniture	10 to 20	Benches, seats etc.	10 to 20
Computer equipment	4		
Vehicles	5 to 8	<b>Buildings</b>	
Heavy plant/road making equipment	5 to 8	Buildings: masonry	50 to 100
Other plant and equipment	5 to 15	Buildings: other	20 to 40
<b>Water and sewer assets</b>		<b>Stormwater assets</b>	
Dams and reservoirs	80 to 100	Drains	80 to 100
Bores	20 to 40	Culverts	50 to 80
Reticulation pipes: PVC	70 to 100	Flood control structures	80 to 100
Reticulation pipes: other	25 to 80		
Pumps and telemetry	15 to 20		
<b>Transportation assets</b>		<b>Other infrastructure assets</b>	
Sealed roads: surface	20 to 30	Bulk earthworks	Infinite
Sealed roads: Structure	Infinite	Swimming pools	50
Unsealed roads: Structure	Infinite	Unsealed roads	20
Unsealed roads: surface	20 to 30	Other open space/recreational assets	20 to 50
Bridge: Box Culvert	60 to 100		
Bridge: Standard	100 to 175		
Road pavements	45 to 60		
Kerb, gutter and footpaths	40 to 100		

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 10(a). Infrastructure, property, plant and equipment (continued)

**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 in accordance with AASB 1051 Land Under Roads.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 Property, Plant and Equipment.

**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.

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".

Until such time as discussions on this matter have concluded and the legislation changed, Council will not recognise rural fire service plant & vehicle assets. All rural fire service buildings on Council land have been recognised as assets.

## Note 10(b). Externally restricted infrastructure, property, plant and equipment

	as at 30/06/20			as at 30/06/19		
	Gross carrying amount \$ '000	Accumulated depn. and impairment \$ '000	Net carrying amount \$ '000	Gross carrying amount \$ '000	Accumulated depn. and impairment \$ '000	Net carrying amount \$ '000
<b>Water supply</b>						
Infrastructure	26,079	7,939	18,140	25,597	7,506	18,091
<b>Total water supply</b>	<b>26,079</b>	<b>7,939</b>	<b>18,140</b>	<b>25,597</b>	<b>7,506</b>	<b>18,091</b>
<b>Sewerage services</b>						
Infrastructure	28,516	15,671	12,845	27,858	15,215	12,643
<b>Total sewerage services</b>	<b>28,516</b>	<b>15,671</b>	<b>12,845</b>	<b>27,858</b>	<b>15,215</b>	<b>12,643</b>
<b>Domestic waste management</b>						
Land						
– Operational land	32	–	32	29	–	29
– Improvements non-depreciable	61	–	61	61	–	61
Infrastructure	1,035	290	745	635	114	521
<b>Total DWM</b>	<b>1,128</b>	<b>290</b>	<b>838</b>	<b>725</b>	<b>114</b>	<b>611</b>
<b>TOTAL RESTRICTED IPP&amp;E</b>	<b>55,723</b>	<b>23,900</b>	<b>31,823</b>	<b>54,180</b>	<b>22,835</b>	<b>31,345</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 11. Contract assets and liabilities

	Notes	2020 Current \$ '000	2020 Non-current \$ '000
<b>Contract liabilities</b>			
<b>Grants and contributions received in advance:</b>			
Unexpended capital grants (to construct Council controlled assets)	(i)	911	—
Unexpended operating grants (received prior to performance obligation being satisfied)	(ii)	62	—
<b>Total grants received in advance</b>		<b>973</b>	<b>—</b>
<b>Total contract liabilities</b>		<b>973</b>	<b>—</b>

**Notes**

(i) Council has received funding to construct assets including sporting facilities, water supply and other infrastructure. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

(ii) The contract liability relates to grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing.

	2020 Current \$ '000	2020 Non-current \$ '000
<b>(i) Contract liabilities relating to restricted assets</b>		
<b>Externally restricted assets</b>		
Unspent grants held as contract liabilities (excl. Water & Sewer)	973	—
<b>Contract liabilities relating to externally restricted assets</b>	<b>973</b>	<b>—</b>
<b>Total contract liabilities relating to restricted assets</b>	<b>973</b>	<b>—</b>
<b>Total contract liabilities</b>	<b>973</b>	<b>—</b>

	2020 \$ '000
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**(ii) Revenue recognised (during the financial year) from opening contract liability balances****Grants and contributions received in advance:**

Capital grants (to construct Council controlled assets)	400
Operating grants (received prior to performance obligation being satisfied)	61

<b>Total Revenue recognised during the financial year that was included in the contract liability balance at the beginning of the period</b>	<b>461</b>
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**Significant changes in contract assets and liabilities**

The contract liabilities have arisen on adoption of AASB 15 and AASB 1058. Previously income received in advance was recognised for reciprocal contracts. The increase in a contract liability is primarily due to grants in the scope of AASB 15 and

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 11. Contract assets and liabilities (continued)

capital grants received by Council to acquire or construct assets which will be under Council's control. Previously, revenue was recognised on receipt of the funds.

**Accounting policy for contract assets and liabilities**

Where the amounts billed to customers are based on the achievement of various milestones established in the contract, the amounts recognised as revenue in a given period do not necessarily coincide with the amounts billed to or certified by the customer.

When a performance obligation is satisfied by transferring a promised good or service to the customer before the customer pays consideration or before the payment is due, Council presents the work in progress as a contract asset, unless the rights to that amount of consideration are unconditional, in which case Council recognises a receivable.

When an amount of consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.

## Note 12. Leases

The Council has applied AASB 16 using the modified retrospective (cumulative catch-up) method and therefore the comparative information has not been restated and continues to be reported under AASB 117 and related Interpretations.

## (i) Council as a lessee

**Office equipment**

Leases for office equipment are generally for low value assets, except for significant items such as photocopiers. The leases are for between 1 and 3 years with no renewal option, the payments are fixed, however some of the leases include variable payments based on usage.

	Office Equipment \$ '000	Total \$ '000
Opening balance at 30 June 2019	–	–
Adoption of AASB 16 at 1 July 2019 – first time lease recognition	69	69
Depreciation charge	(18)	(18)
<b>RIGHT OF USE ASSETS</b>	<b>51</b>	<b>51</b>

	2020 Current \$ '000	2020 Non-current \$ '000
Lease liabilities	18	33
<b>TOTAL LEASE LIABILITIES</b>	<b>18</b>	<b>33</b>

## (i) The maturity analysis

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 12. Leases (continued)

	< 1 year \$ '000	1 – 5 years \$ '000	> 5 years \$ '000	Total \$ '000	Total per Statement of Financial Position \$ '000
Cash flows	19	33	–	52	51

	2020 Current \$ '000	2020 Non-current \$ '000
<b>Total lease liabilities relating to unrestricted assets</b>	18	33
<b><u>Total lease liabilities</u></b>	<b>18</b>	<b>33</b>

	2020 \$ '000
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## (c) Income Statement

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

Interest on lease liabilities	1
Depreciation of right of use assets	18
	<b>19</b>

## (d) Statement of Cash Flows

Total cash outflow for leases	19
	<b>19</b>

## Accounting policy

## Accounting policies under AASB 16 – applicable from 1 July 2019

At inception of a contract, Council assesses whether a lease exists – i.e. does the contract convey the right to control the use of an identified asset for a period of time in exchange for consideration?

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

At the lease commencement, Council recognises a right-of-use asset and associated lease liability for the lease term. The lease term includes extension periods where Council believes it is reasonably certain that the option will be exercised.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives. The right-of-use is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

The lease liability is initially recognised at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Council's incremental borrowing rate for a similar term with similar security is used.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 12. Leases (continued)

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is re-measured when there is a lease modification, or change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI).

Where the lease liability is re-measured, the right-of-use asset is adjusted to reflect the re-measurement.

**Exceptions to lease accounting**

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

**Leases at significantly below market value / concessionary leases**

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

## (ii) Council as a lessor

## (e) Operating leases

Council leases out a number of properties and / or plant and equipment to community groups; these leases have been classified as operating leases for financial reporting purposes and the assets are included as investment property (refer note 12) and/or IPP&E (refer in this note part (v) below) in the Statement of Financial Position.

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

	2020 \$ '000
<b>(i) Operating lease income</b>	
Residential Premises	73
Leaseback fees - council vehicles	26
Council Land - NEI	26
Aerodrome Lease Fees	20
<b>Total income relating to operating leases</b>	<b>145</b>
<b>(ii) Operating lease expenses</b>	
<b>Other leased assets</b>	
Other	120
<b>Total expenses relating to operating leases</b>	<b>120</b>
<b>(iv) Maturity analysis of contractual lease income</b>	
Maturity analysis of future lease income receivable showing the undiscounted lease payments to be received after reporting date for operating leases:	
< 1 year	135
1–2 years	135
2–3 years	135
3–4 years	135
4–5 years	135
> 5 years	135
<b>Total undiscounted contractual lease income receivable</b>	<b>810</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 12. Leases (continued)

	Plant & Equipment 2020 \$ '000	Buildings 2020 \$ '000	Land 2020 \$ '000
<b>(v) Reconciliation of IPP&amp;E assets leased out as operating leases</b>			
<b>Opening balance as at 1 July 2019</b>	<b>166</b>	<b>597</b>	<b>861</b>
Additions renewals	154	–	–
Carrying value of disposals	(60)	–	–
Depreciation expense	(34)	(33)	–
Revaluation increments to equity (ARR)	–	33	27
<b>Closing balance as at 30 June 2020</b>	<b>226</b>	<b>597</b>	<b>888</b>

## Accounting policy

When Council is a lessor, the lease is classified as either an operating or finance lease at inception date, based on whether substantially all of the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease.

When Council has a sub-lease over an asset and is the intermediate lessor then the head lease and sub-lease are accounted for separately. The classification of the sub-lease is based on the right-of-use asset which arises from the head lease rather than the useful life of the underlying asset.

If the lease contains lease and non-lease components then the non-lease components are accounted for in accordance with AASB 15 *Revenue from Contracts with Customers*.

The lease income is recognised on a straight-line basis over the lease term.



## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 13. Payables and borrowings

	2020 Current \$ '000	2020 Non-current \$ '000	2019 Current \$ '000	2019 Non-current \$ '000
<b>Payables</b>				
Goods and services – operating expenditure	666	–	816	–
Goods and services – capital expenditure	198	–	175	–
Accrued expenses:				
– Salaries and wages	16	–	–	–
– Other expenditure accruals	31	–	118	–
Other payables	420	–	472	–
Security bonds, deposits and retentions	155	–	186	–
<b>Total payables</b>	<b>1,486</b>	<b>–</b>	<b>1,767</b>	<b>–</b>
<b>Income received in advance</b>				
Payments received in advance	238	–	205	–
<b>Total income received in advance</b>	<b>238</b>	<b>–</b>	<b>205</b>	<b>–</b>
<b>Borrowings</b>				
Loans – unsecured	41	–	41	41
<b>Total borrowings</b>	<b>41</b>	<b>–</b>	<b>41</b>	<b>41</b>
<b><u>TOTAL PAYABLES AND BORROWINGS</u></b>	<b><u>1,765</u></b>	<b><u>–</u></b>	<b><u>2,013</u></b>	<b><u>41</u></b>

	2020 Current \$ '000	2020 Non-current \$ '000	2019 Current \$ '000	2019 Non-current \$ '000
<b>(a) Payables and borrowings relating to restricted assets</b>				
<b>Externally restricted assets</b>				
Water	93	–	72	–
Sewer	103	–	76	–
Payables and borrowings relating to externally restricted assets	196	–	148	–
<b>Total payables and borrowings relating to restricted assets</b>	<b>196</b>	<b>–</b>	<b>148</b>	<b>–</b>
<b>Total payables and borrowings relating to unrestricted assets</b>	<b>1,569</b>	<b>–</b>	<b>1,865</b>	<b>41</b>
<b><u>TOTAL PAYABLES AND BORROWINGS</u></b>	<b><u>1,765</u></b>	<b><u>–</u></b>	<b><u>2,013</u></b>	<b><u>41</u></b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 13. Payables and borrowings (continued)

	2020 \$ '000	2019 \$ '000
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**(b) Current payables and borrowings not anticipated to be settled within the next twelve months**

The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.

Payables – security bonds, deposits and retentions	131	164
<b>Total payables and borrowings</b>	<b>131</b>	<b>164</b>

**(c) Changes in liabilities arising from financing activities**

	as at 30/06/19		Non-cash changes				as at 30/06/20
	Opening Balance \$ '000	Cash flows \$ '000	Acquisition \$ '000	Fair value changes \$ '000	Acquisition due to change in accounting policy \$ '000	Other non-cash movement \$ '000	Closing balance \$ '000
Loan – unsecured	82	(41)	–	–	–	–	41
Lease liabilities	69	(18)	–	–	–	–	51
<b>TOTAL</b>	<b>151</b>	<b>(59)</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>92</b>

	as at 30/06/18		Non-cash changes				as at 30/06/19
	Opening Balance \$ '000	Cash flows \$ '000	Acquisition \$ '000	Fair value changes \$ '000	Other non-cash movement \$ '000		Closing balance \$ '000
Loan – unsecured	129	(47)	–	–	–		82
Lease liabilities	–	69	–	–	–		69
<b>TOTAL</b>	<b>129</b>	<b>22</b>	<b>–</b>	<b>–</b>	<b>–</b>		<b>151</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 13. Payables and borrowings (continued)

	2020 \$ '000	2019 \$ '000
<b>(d) Financing arrangements</b>		
<b>(i) Unrestricted access was available at balance date to the following lines of credit:</b>		
Bank overdraft facilities <sup>1</sup>	250	250
Credit cards/purchase cards	35	35
<b>Total financing arrangements</b>	<b>285</b>	<b>285</b>
<b>Undrawn facilities as at balance date:</b>		
– Bank overdraft facilities	250	500
– Credit cards/purchase cards	35	70
<b>Total undrawn financing arrangements</b>	<b>285</b>	<b>570</b>

## Additional financing arrangements information

## Breaches and defaults

During the current and prior year, there were no defaults or breaches on any of the loans.

(1) The bank overdraft facility may be drawn at any time and may be terminated by the bank without notice.

## Accounting policy for payables and borrowings

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Council comprise trade payables, bank and other loans and finance lease liabilities.

## Payables

These amounts represent liabilities for goods and services provided to the council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

## Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred. Borrowings are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the Income Statement over the period of the borrowings using the effective-interest method. Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down. In this case, the fee is deferred until the drawdown occurs. To the extent that there is no evidence that it is probable that some or all of the facility will be drawn down, the fee is capitalised as a prepayment for liquidity services and amortised over the period of the facility to which it relates.

Borrowings are removed from the Statement of Financial Position when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in other income or finance cost.

Borrowings are classified as current liabilities unless Council has an unconditional right to defer settlement of the liability for at least 12 months after the reporting date.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 14. Provisions

	2020 Current \$ '000	2020 Non-current \$ '000	2019 Current \$ '000	2019 Non-current \$ '000
<b>Provisions</b>				
<b>Employee benefits</b>				
Annual leave	909	–	875	–
Long service leave	1,145	128	1,100	128
<b>Sub-total – aggregate employee benefits</b>	<b>2,054</b>	<b>128</b>	<b>1,975</b>	<b>128</b>
<b>TOTAL PROVISIONS</b>	<b>2,054</b>	<b>128</b>	<b>1,975</b>	<b>128</b>

## (a) Provisions relating to restricted assets

There are no restricted assets (external or internal) applicable to the above provisions

	2020 \$ '000	2019 \$ '000
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## (b) Current provisions not anticipated to be settled within the next twelve months

The following provisions, even though classified as current, are not expected to be settled in the next 12 months.

Provisions – employees benefits	1,084	1,086
	<b>1,084</b>	<b>1,086</b>

## (c) Description of and movements in provisions

	ELE provisions		
	Annual leave \$ '000	Long service leave \$ '000	Total \$ '000
<b>2020</b>			
At beginning of year	875	1,228	2,103
Additional provisions	488	218	706
Amounts used (payments)	(454)	(173)	(627)
<b>Total ELE provisions at end of year</b>	<b>909</b>	<b>1,273</b>	<b>2,182</b>
<b>2019</b>			
At beginning of year	934	1,096	2,030
Additional provisions	541	361	902
Amounts used (payments)	(600)	(229)	(829)
<b>Total ELE provisions at end of year</b>	<b>875</b>	<b>1,228</b>	<b>2,103</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 14. Provisions (continued)

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#### Accounting policy for provisions

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 interest expense.

#### Employee benefits

##### Short-term obligations

Liabilities for wages and salaries (including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service) are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

##### Other long-term employee benefit obligations

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

##### On-costs

The employee benefit provisions include the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

The obligations are presented as current liabilities in the Statement of Financial Position if the Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur.

#### Self-insurance

Council does not self insure

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 15. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors

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#### (a) Nature and purpose of reserves

##### **Infrastructure, property, plant and equipment revaluation reserve**

The infrastructure, property, plant and equipment revaluation reserve is used to record increments / decrements of non-current asset values due to their revaluation.

#### (b) Correction of errors relating to a previous reporting period

Council made no correction of errors during the current reporting period.

#### (ii) AASB 15 and AASB 1058

The following approach has been applied on transition to AASB 15 and AASB 1058:

- Council has not adopted the completed contract expedient and therefore has not excluded revenue which was fully recognised in previous years in accordance with the former accounting standards and pronouncements
- Council has retrospectively restated contracts for modifications that occurred before 1 July 2019 unless such contract modification were minor.

##### **Costs incurred in fulfilling customer contracts**

Prior to adopting AASB 15 Council would recognise direct costs associated with fulfilling customer contracts as expenses when incurred, as they did not qualify for recognition as assets under any other accounting standards. Under AASB 15, as these costs relate directly to the contracts, generate resources used in satisfying the contracts, and are expected to be recovered, they are capitalised as 'costs to fulfil a contract' assets and released through profit and loss on the same basis as the revenue is recognised.

##### **Revenue recognition from contract modifications**

In relation to contract modifications, AASB 15 requires customer approval, which is a more prudent criteria than the probability requirement in the previous standards and has resulted in deferral of revenue where unapproved works have been performed.

##### **Transfer of control to a customer – over time or at a point in time**

AASB 15 has specific criteria regarding whether control is transferred over time or at a point in time. The entity has reviewed its contracts and concluded that the criteria for recognition over time is not met in some circumstances. In such cases, revenue and related production costs will be recognised at the delivery of each separate performance obligation instead of over the contract using a single margin.

##### **Principal v agent**

Prior to adoption of AASB 15, the Council had assessed that they were a principal in transactions where another party was involved in providing the goods or services including pass-through grants.

Under AASB 15, the indicators of a principal have changed and there are now a number of performance obligations within grant agreements where the Council is acting as an agent since the only obligation is to transfer the funds to a third party. The result is that Council can only recognise the "commission" to which they are entitled rather than the gross revenue and expenses. There is no change to reported profit.

##### **Licences**

Council has reviewed the licences it grants and considers that all licences are either short-term or low value and elects to recognise all revenue from licences up-front rather than spreading them over the life of the licence.

##### **Prepaid rates**

Under AASB 1004, rates were recorded as revenue at the earliest of receipt of the funds from the ratepayer and the beginning of the rating period. Under AASB 1058, prepaid rates are recognised as a financial liability until the beginning of the rating period.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 15. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)

**Grants – operating**

Under AASB 1004, most grant income was recognised as revenue on receipt. Under AASB 15, where an agreement is enforceable and contains sufficiently specific performance obligations, the revenue is either recognised over time as the work is performed, or recognised at the point in time that the control of the services passes to the customer.

**Grants – capital**

Under AASB 1004, most grant monies were recorded as revenue on receipt. Under AASB 1058, where Council has received assets (including cash) to acquire or construct a non-financial asset, the asset is to be controlled by Council and the contract is enforceable, then the asset is recognised as a contract liability on receipt and recorded as revenue as the performance obligation to acquire or construct the asset is completed.

	<b>Balance at 1 July 2019</b>
<b>\$ '000</b>	
<b>Opening contract balances at 1 July 2019</b>	
<b>Contract liabilities</b>	
– Under AASB 15	110
– Under AASB 1058	574
<b>Total Contract liabilities</b>	<b>684</b>

**Comparison of financial statement line items under AASB 15 compared to previous standards for the current year**

The following tables show the impact of adopting AASB 15 and AASB 1058 on the Council's financial statements for the year ended 30 June 2020.

**Statement of Financial Position**

	<b>Carrying amount per Statement of Financial Position under AASB 15 and AASB 1058</b>	<b>Reclassific- ation</b>	<b>Remeasur-e ment</b>	<b>Carrying amount under previous revenue standards</b>	<b>Notes</b>
<b>\$ '000</b>					
<b>Current assets</b>					
Cash and cash equivalents	13,955	–	–	13,955	
Investments	13,000	–	–	13,000	
Receivables	2,655	–	–	2,655	
Inventories	1,014	–	–	1,014	
Other	95	–	–	95	
<b>Total current assets</b>	<b>30,719</b>	<b>–</b>	<b>–</b>	<b>30,719</b>	
<b>Current liabilities</b>					
Payables	1,486	–	–	1,486	
Income received in advance	238	–	–	238	
Contract liabilities	973	–	(973)	–	
Lease liabilities	18	–	–	18	
Borrowings	41	–	–	41	
Provisions	2,054	–	–	2,054	
<b>Total current liabilities</b>	<b>4,810</b>	<b>–</b>	<b>(973)</b>	<b>3,837</b>	

**Non-current assets**

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## Notes to the Financial Statements

for the year ended 30 June 2020

**Note 15. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)**

\$ '000	Carrying amount per Statement of Financial Position under AASB 15 and AASB 1058	Reclassific- ation	Remeasur-e ment	Carrying amount under previous revenue standards	Notes
Receivables	181	—	—	181	
Infrastructure, property, plant and equipment	297,563	—	—	297,563	
Right of use assets	51	—	—	51	
Investments accounted for using equity method	61	—	—	61	
<b>Total non-current assets</b>	<b>297,856</b>	<b>—</b>	<b>—</b>	<b>297,856</b>	
<b>Non-current liabilities</b>					
Lease liabilities	33	—	—	33	
Provisions	128	—	—	128	
<b>Total Non-current liabilities</b>	<b>161</b>	<b>—</b>	<b>—</b>	<b>161</b>	
<b>Net assets</b>	<b>323,604</b>	<b>—</b>	<b>973</b>	<b>324,577</b>	
<b>Equity</b>					
Accumulated surplus	179,409	—	973	180,382	
Revaluation reserves	144,195	—	—	144,195	
<b>Council equity interest</b>	<b>323,604</b>	<b>—</b>	<b>973</b>	<b>324,577</b>	
<b>Total equity</b>	<b>323,604</b>	<b>—</b>	<b>973</b>	<b>324,577</b>	

The introduction of AASB 15 and AASB 1058 has resulted in the reporting of income, largely from government grants, to be presented on the basis of recognition of contract liabilities for certain revenues where income is received in advance of the performance of the obligations associated with the contract at balance date. Such revenues were previously taken to account as income and are now presented as liabilities.

**Income Statement**

\$ '000	Income Statement and comprehen- sive income under AASB 15 and AASB 1058	Reclassific- ation	Remeasur- ement	Income Statement and comprehen- sive income under previous revenue standards	Notes
<u>Income from continuing operations</u>					
Rates and annual charges	6,519	—	—	6,519	
User charges and fees	4,152	—	—	4,152	
Other revenues	743	—	—	743	
Grants and contributions provided for operating purposes	7,708	—	(58)	7,650	
Grants and contributions provided for capital purposes	2,785	—	347	3,132	
Interest and investment income	433	—	—	433	
Rental income	145	—	—	145	

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## Notes to the Financial Statements

for the year ended 30 June 2020

**Note 15. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)**

\$ '000	Income Statement and comprehensive income under AASB 15 and AASB 1058	Reclassification	Remeasurement	Income Statement and comprehensive income under previous revenue standards	Notes
Net share of interests in joint ventures and associates using the equity method	9	—	—	9	
<b>Total Income from continuing operations</b>	<b>22,494</b>	<b>—</b>	<b>289</b>	<b>22,783</b>	
<u>Expenses from continuing operations</u>					
Employee benefits and on-costs	8,045	—	—	8,045	
Borrowing costs	4	—	—	4	
Materials and contracts	4,262	—	—	4,262	
Depreciation and amortisation	6,720	—	—	6,720	
Impairment of investments	25	—	—	25	
Other expenses	3,047	—	—	3,047	
Net losses from the disposal of assets	95	—	—	95	
<b>Total Expenses from continuing operations</b>	<b>22,198</b>	<b>—</b>	<b>—</b>	<b>22,198</b>	
<b>Total Operating result from continuing operations</b>	<b>296</b>	<b>—</b>	<b>289</b>	<b>585</b>	
Net operating result for the year	296	—	289	585	
<b>Total comprehensive income</b>	<b>2,267</b>	<b>—</b>	<b>289</b>	<b>2,556</b>	

The introduction of AASB 15 and AASB 1058 has resulted in the reporting of income, largely from government grants, to be presented on the basis of recognition of contract liabilities for certain revenues where income is received in advance of the performance of the obligations associated with the contract at balance date. Such revenues were previously taken to account as income and are now presented as liabilities.

**Adjustments to the current year figures for the year ended 30 June 2020****Statement of Financial Position**

\$ '000	Original Balance 1 July, 2019	Impact Increase/ (decrease)	Restated Balance 1 July, 2019
<b>Total assets</b>	<b>326,178</b>	<b>—</b>	<b>326,178</b>
Contract liabilities	—	684	684
<b>Total liabilities</b>	<b>4,157</b>	<b>684</b>	<b>4,841</b>
Accumulated surplus	—	(684)	(684)
<b>Total equity</b>	<b>322,021</b>	<b>(684)</b>	<b>321,337</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

**Note 15. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)****(iii) AASB 16 Leases****Council as a lessee**

Under AASB 117, Council assessed whether leases were operating or finance leases, based on its assessment of whether the significant risks and rewards of ownership had been transferred to Council or remained with the lessor. Under AASB 16, there is no differentiation between finance and operating leases for the lessee and therefore all leases which meet the definition of a lease are recognised on the statement of financial position (except for short-term leases and leases of low-value assets).

Council has used the exception to lease accounting for short-term leases and leases of low-value assets, and the lease expense relating to these leases is recognised in the Income Statement on a straight-line basis.

Practical expedients used on transition

AASB 16 includes a number of practical expedients which can be used on transition. Council has used the following expedients:

- Contracts which had previously been assessed as not containing leases under AASB 117 were not re-assessed on transition to AASB 16.
- Lease liabilities have been discounted using the Council's incremental borrowing rate at 1 July 2019.
- Right-of-use assets at 1 July 2019 have been measured at an amount equal to the lease liability adjustment by the any prepaid or accrued lease payments.
- A single discount rate was applied to all leases with similar characteristics.
- The right-of-use asset was adjusted by the existing onerous lease provision (where relevant) at 30 June 2019 rather than perform impairment testing of the right-of-use asset.
- Excluded leases with an expiry date prior to 30 June 2020 from the Statement of Financial Position, and lease expenses for these leases have been recorded on a straight-line basis over the remaining term.
- Used hindsight when determining the lease term if the contract contains options to extend or terminate the lease.

**Financial statement impact of adoption of AASB 16**

Council has recognised right-of-use assets and lease liabilities of \$69,917 at 1 July 2019 for leases previously classified as operating leases, or leases that are significantly below market value which were previously off balance sheet.

The weighted average lessee's incremental borrowing rate applied to lease liabilities at 1 July 2019 was 2%

\$ '000	Balance at 1 July 2019
<b>Operating lease commitments at 30 June 2019 per Council financial statements</b>	<b>105</b>

**Reconciliation of lease liabilities recognised on adoption of AASB 16 Leases**

<b>Operating lease commitments discounted using the incremental borrowing rate at 1 July 2019</b>	<b>70</b>
<b>Lease liabilities recognised at 1 July 2019</b>	<b>70</b>

**Council as a lessor**

For the arrangements where Council is a lessor, there are no significant accounting policy changes on adoption of AASB 16 except for sub-leases, which have now been classified in relation to the right-of-use asset under the head lease rather than the underlying asset.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 15. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)

## Adjustments to the current year figures for the year ended 30 June 2020

## Statement of Financial Position

\$ '000	Original Balance 1 July, 2019	Impact Increase/ (decrease)	Restated Balance 1 July, 2019
Rights-of-use assets	–	70	70
<b>Total assets</b>	<b>326,178</b>	<b>70</b>	<b>326,248</b>
Leases	–	70	70
<b>Total liabilities</b>	<b>4,157</b>	<b>70</b>	<b>4,227</b>
Accumulated surplus	–	–	–
<b>Total equity</b>	<b>322,021</b>	<b>–</b>	<b>322,021</b>

## (c) Voluntary changes in accounting policies

Council made no voluntary changes in any accounting policies during the year.

## (d) Changes in accounting estimates

Council made no changes in accounting estimates during the year.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 16. Statement of cash flow information

	Notes	2020 \$ '000	2019 \$ '000
<b>(a) Reconciliation of cash and cash equivalents</b>			
Total cash and cash equivalents per Statement of Financial Position	7(a)	13,955	7,578
<b>Balance as per the Statement of Cash Flows</b>		<b>13,955</b>	<b>7,578</b>
<b>(b) Reconciliation of net operating result to cash provided from operating activities</b>			
<b>Net operating result from Income Statement</b>		296	5,466
<b>Adjust for non-cash items:</b>			
Depreciation and amortisation		6,720	5,747
Net losses/(gains) on disposal of assets		95	100
Adoption of AASB 15/1058		(684)	—
Impairment losses recognition		25	—
Share of net (profits)/losses of associates/joint ventures using the equity method		(9)	1
<b>+/- Movement in operating assets and liabilities and other cash items:</b>			
Decrease/(increase) in receivables		1,150	(2,122)
Increase/(decrease) in provision for impairment of receivables		55	—
Decrease/(increase) in inventories		(321)	(45)
Decrease/(increase) in other current assets		16	(56)
Increase/(decrease) in payables		(150)	436
Increase/(decrease) in accrued interest payable		—	(1)
Increase/(decrease) in other accrued expenses payable		(71)	(454)
Increase/(decrease) in other liabilities		(50)	(892)
Increase/(decrease) in contract liabilities		973	—
Increase/(decrease) in provision for employee benefits		79	73
<b>Net cash provided from/(used in) operating activities from the Statement of Cash Flows</b>		<b>8,124</b>	<b>8,253</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 17. Interests in other entities

	Council's share of net income		Council's share of net assets	
	2020 \$ '000	2019 \$ '000	2020 \$ '000	2019 \$ '000
Joint ventures	9	(1)	61	52
<b>Total</b>	<b>9</b>	<b>(1)</b>	<b>61</b>	<b>52</b>

## (a) Controlled entities (subsidiaries) – being entities and operations controlled by Council

Council has no interest in any controlled entities (subsidiaries).

## (b) Joint arrangements

## (i) Joint ventures

Council has incorporated the following joint venture into its consolidated financial statements.

## (a) Net carrying amounts – Council's share

	Nature of relationship	Measurement method	2020 \$ '000	2019 \$ '000
Northern Western Library Service	Joint venture	At cost	61	52
<b>Total carrying amounts – material joint ventures</b>			<b>61</b>	<b>52</b>

## (b) Details

Principal activity		Place of business
Northern Western Library Service	Provision of Library Services	Coonamble

## (c) Relevant interests and fair values

	Interest in outputs		Interest in ownership		Proportion of voting power	
	2020 %	2019 %	2020 %	2019 %	2020 %	2019 %
Northern Western Library Service	25.0%	25.0%	25.0%	25.0%	25.0%	25.0%

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 17. Interests in other entities (continued)

## (d) Summarised financial information for joint ventures

	Northern Western Library Service	
	2020	2019
	\$ '000	\$ '000
<b>Statement of financial position</b>		
<b>Current assets</b>		
Cash and cash equivalents	12	2
<b>Non-current assets</b>	233	208
<b>Net assets</b>	<u>245</u>	<u>210</u>
<b>Reconciliation of the carrying amount</b>		
Opening net assets (1 July)	207	208
Profit/(loss) for the period	38	(1)
<b>Closing net assets</b>	<u>245</u>	<u>207</u>
<b>Council's share of net assets (%)</b>	25.0%	25.0%
<b>Council's share of net assets (\$)</b>	61	52
< Enter Description >		
<b>Statement of comprehensive income</b>		
Income	65	57
Other expenses	(56)	(58)
<b>Profit/(loss) from continuing operations</b>	<u>9</u>	<u>(1)</u>
<b>Profit/(loss) for the period</b>	<u>9</u>	<u>(1)</u>
<b>Total comprehensive income</b>	9	(1)

## (i) County Councils

Council is a member of the Castlereagh Macquarie County Council, a body corporate established under the Local Government Act 1993 (NSW) to control noxious weeds. Council is one of five constituent members and does not have significant influence over the County Council.

Accordingly, the County Council has not been consolidated in the financial statements.

## (c) Associates

Council has no interest in any associates.

## (d) Unconsolidated structured entities

Council has no interest in any unconsolidated structured entities.



## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 18. Commitments

	2020 \$ '000	2019 \$ '000
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## (a) Capital commitments (exclusive of GST)

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

**Property, plant and equipment**

Buildings	1,466	915
Other Structures	2,635	1,623
<b>Total commitments</b>	<b>4,101</b>	<b>2,538</b>

**These expenditures are payable as follows:**

Within the next year	4,101	2,538
<b>Total payable</b>	<b>4,101</b>	<b>2,538</b>

**Sources for funding of capital commitments:**

Unrestricted general funds	159	—
Future grants and contributions	2,438	1,461
Unexpended grants	978	630
Internally restricted reserves	526	447
<b>Total sources of funding</b>	<b>4,101</b>	<b>2,538</b>

**Details of capital commitments**

Completion of Stronger Country Communities and Drought Community Programs

	2020 \$ '000	2019 \$ '000
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## (b) Non-cancellable operating lease commitments (2019 only)

**a. Commitments under non-cancellable operating leases at the reporting date, but not recognised as liabilities are payable:**

Within the next year	—	21
Later than one year and not later than 5 years	—	84
<b>Total non-cancellable operating lease commitments</b>	<b>—</b>	<b>105</b>

**b. Non-cancellable operating leases include the following assets:**

Refer to Note 15 for information relating to leases for 2020.

5-year Photocopier rental agreement due for completion in 2023

**Conditions relating to finance and operating leases:**

No lease agreements impose any financial restrictions on Council regarding future debt.

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 19. Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

#### LIABILITIES NOT RECOGNISED

##### 1. Guarantees

##### (i) Defined benefit superannuation contribution plans

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme – Pool B (the Scheme) which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB119 Employee Benefits for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

##### *Description of the funding arrangements.*

Pooled Employers are required to pay future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are::

Division B	1.9 times member contributions for non-180 Point Members; Nil for 180 Point Members*
Division C	2.5% salaries
Division D	1.64 times member contributions

\* For 180 Point Members, Employers are required to contribute 7% of salaries to these members' accumulation accounts, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$40.0 million for 1 July 2019 to 30 June 2021, apportioned according to each employer's share of the accrued liabilities as at 30 June 2019. 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 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.

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 19. Contingencies (continued)

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

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 2020 was \$ 203,448.06. The last formal valuation of the Scheme was performed by the Fund Actuary, Richard Boyfield FIAA as at 30 June 2019.

The amount of additional contributions included in the total employer contribution advised above is \$88,000. Council's expected contribution to the plan for the next annual reporting period is \$174,550.32.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2020 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	1,695.2	
Past Service Liabilities	1,773.2	95.6%
Vested Benefits	1,757.5	96.5%

\* excluding member accounts and reserves in both assets and liabilities.

The share of this deficit that is broadly attributed to Council is estimated to be in the order of \$88,800 as at 30 June 2020.

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

Investment return	5.75% per annum
Salary inflation *	3.5% per annum
Increase in CPI	2.5% per annum

\* Plus promotional increases

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

#### (ii) Statewide Limited

Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to local government.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the net assets or liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the fund years.

The future realisation and finalisation of claims incurred but not reported to 30/6 this year may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

#### (iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 19. Contingencies (continued)

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#### (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) Garbage Depot Reinstatement

Garbage is disposed of in pits at the Coonamble Depot. When a new pit is required the old pit is reinstated at the same time as the digging of the new pit. As a result reinstatement costs are expensed each year. Should current practices change, it will be necessary to consider the need to establish a Garbage Depot Remediation provision.

##### (iii) Gravel Pits Reinstatement

Council's practice with regard to remediation of road reserve and private property gravel pits to construct water storage for future road maintenance or a farm dam in return for the use of material where feasible. If this is not feasible for whatever reason then the pit is scarified and seeded upon completion of works undertaken and expensed accordingly, therefor future remediation costs are zero.

#### 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.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 20. Financial risk management

## Risk management

Council's activities expose it to a variety of financial risks including (1) price risk, (2) credit risk, (3) liquidity risk and (4) interest rate risk.

The Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by Council's finance section under policies approved by the Council.

The fair value of Council's financial assets and financial liabilities approximates their carrying amount.

A comparison by category of the carrying amounts and fair values of Council's financial assets are recognised in the financial statements is presented below.

	Carrying value 2020 \$ '000	Carrying value 2019 \$ '000	Fair value 2020 \$ '000	Fair value 2019 \$ '000
<b>Financial assets</b>				
<b>Measured at amortised cost</b>				
Cash and cash equivalents	13,955	7,578	13,955	7,578
Receivables	2,836	4,041	2,836	4,041
Investments				
– 'Financial assets at amortised cost'	13,000	17,500	13,000	17,500
<b>Total financial assets</b>	<b>29,791</b>	<b>29,119</b>	<b>29,791</b>	<b>29,119</b>
<b>Financial liabilities</b>				
Payables	1,486	1,767	1,486	1,767
Loans/advances	41	82	41	82
Lease liabilities	51	–	51	–
<b>Total financial liabilities</b>	<b>1,578</b>	<b>1,849</b>	<b>1,578</b>	<b>1,849</b>

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 with the assistance of independent advisors.

Council has an investment policy which complies with the Local Government Act 1993 and Minister's investment order 625. This policy is regularly reviewed by Council and it's staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

The risks associated with the instruments held are:

- **Price risk** – the risk that the capital value of Investments may fluctuate due to changes in market prices, whether there changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.
- **Interest rate risk** – the risk that movements in interest rates could affect returns and income.
- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.
- **Credit risk** – the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council – be it of a capital or income nature.

Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 20. Financial risk management (continued)

## (a) Market risk – price risk and interest rate risk

The impact on result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.

	Increase of values/rates		Decrease of values/rates	
	Profit \$ '000	Equity \$ '000	Profit \$ '000	Equity \$ '000
<b>2020</b>				
Possible impact of a 1% movement in interest rates	229	229	229	229
<b>2019</b>				
Possible impact of a 1% movement in interest rates	243	243	243	243

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 20. Financial risk management (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 secure a charge over the land relating to the debts – 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 the payment of debt.

	Not yet overdue \$ '000	< 1 year overdue \$ '000	1 - 2 years overdue \$ '000	2 - 5 years overdue \$ '000	> 5 years overdue \$ '000	Total \$ '000
<b>2020</b>						
Gross carrying amount	240	263	131	159	11	804
<b>2019</b>						
Gross carrying amount	187	185	180	55	11	618

## Receivables - non-rates and annual charges

Council applies the simplified approach for non-rates and annual charges debtors to provide for expected credit losses prescribed by AASB 9, which permits the use of the lifetime expected loss provision. To measure the expected credit losses, non-rates and annual charges debtors have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision as at 30 June 2020 is determined as follows. The expected credit losses incorporate forward-looking information.

	Not yet overdue \$ '000	0 - 30 days overdue \$ '000	31 - 60 days overdue \$ '000	61 - 90 days overdue \$ '000	> 91 days overdue \$ '000	Total \$ '000
<b>2020</b>						
Gross carrying amount	1,540	176	102	—	617	2,435
Expected loss rate (%)	1.88%	5.46%	9.41%	0.00%	9.59%	4.41%
<b>ECL provision</b>	<b>29</b>	<b>10</b>	<b>10</b>	<b>—</b>	<b>59</b>	<b>108</b>
<b>2019</b>						
Gross carrying amount	3,346	148	35	4	238	3,771
Expected loss rate (%)	1.26%	4.24%	8.12%	0.00%	7.56%	1.84%
<b>ECL provision</b>	<b>42</b>	<b>6</b>	<b>3</b>	<b>—</b>	<b>18</b>	<b>69</b>



## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 20. Financial risk management (continued)

## (c) Liquidity risk

Payables, lease liabilities and borrowings are both subject to liquidity risk – 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 maintaining an adequate cash buffer.

Payment terms can (in extenuating circumstances) also be extended and overdraft facilities utilised as required.

Borrowings are also subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs and debt servicing requirements. 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 and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

	Weighted average interest rate %	Subject to no maturity \$ '000	payable in: ≤ 1 Year \$ '000	1 - 5 Years \$ '000	> 5 Years \$ '000	Total cash outflows \$ '000	Actual carrying values \$ '000
<b>2020</b>							
Trade/other payables	0.00%	155	1,331	–	–	1,486	1,486
Loans and advances	7.75%	–	41	–	–	41	41
<b>Total financial liabilities</b>		<b>155</b>	<b>1,372</b>	<b>–</b>	<b>–</b>	<b>1,527</b>	<b>1,527</b>
<b>2019</b>							
Trade/other payables	0.00%	186	1,581	–	–	1,767	1,767
Loans and advances	7.75%	–	41	41	–	82	82
<b>Total financial liabilities</b>		<b>186</b>	<b>1,622</b>	<b>41</b>	<b>–</b>	<b>1,849</b>	<b>1,849</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 21. Material budget variations

Council's original financial budget for 19/20 was adopted by the Council on 12/06/2019 and is unaudited.

While the Income Statement included in this General Purpose Financial Statements must disclose the original budget adopted by Council, the Local Government Act 1993 requires Council to review its financial budget on a quarterly basis, so that it is able to manage the various variations between actuals versus budget that invariably occur throughout the year.

This note sets out the details of **material variations** between Council's original budget and its actual results for the year as per the Income Statement – even though such variations may have been adjusted for during each quarterly budget review.

Material variations represent those variances between the original budget figure and the actual result that amount to **10%** or more.

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

\$ '000	2020 Budget	2020 Actual	2020 ----- Variance -----	
<b>REVENUES</b>				
Rates and annual charges	6,501	6,519	18	0% <b>F</b>
User charges and fees	6,432	4,152	(2,280)	(35)% <b>U</b>
Council's ability to generate income from its user charges and fees was adversely affected by the prevailing economic and climatic conditions experienced throughout the year.				
Other revenues	800	743	(57)	(7)% <b>U</b>
Operating grants and contributions	6,033	7,708	1,675	28% <b>F</b>
Council adopted a conservative approach for estimating the level of grant funded income that was expected to be received in the 2019/20 financial year. Council was successful in obtaining additional unplanned grant funds throughout the year.				
Capital grants and contributions	–	2,785	2,785	∞ <b>F</b>
Council adopted a conservative approach for estimating the level of grant funded income that was expected to be received in the 2019/20 financial year. Council was successful in obtaining additional unplanned grant funds throughout the year.				
Interest and investment revenue	717	433	(284)	(40)% <b>U</b>
Both short term & long term factors have combined to drive interest rates lower than anticipated at the time of which the 2019/20 Operational Budget was prepared and adopted by Council.				
Rental income	145	145	–	0% <b>F</b>
Rental income previously included in Other Revenues but now disclosed separately in accordance with AASB 16.				
Joint ventures and associates – net profits	–	9	9	∞ <b>F</b>

**EXPENSES**

Employee benefits and on-costs	7,967	8,045	(78)	(1)% <b>U</b>
Borrowing costs	4	4	–	0% <b>F</b>
Materials and contracts	3,090	4,262	(1,172)	(38)% <b>U</b>
The increase in Materials and contracts is due to a combination of a shift in planned expenditure programs along with Council receiving additional unplanned grant funds that were expended throughout the year.				
Depreciation and amortisation	5,428	6,720	(1,292)	(24)% <b>U</b>
During the 2018/2019 financial year a revaluation of Council's Transport Infrastructure asset class was undertaken. This revaluation process was finalised after the adoption of Council's 2019/20 Operational budget, noting that a significant increase in depreciation expenses had occurred when compared to the adopted budget.				

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 21. Material budget variations (continued)

\$ '000	2020 Budget	2020 Actual	2020 ----- Variance -----		
<b>Impairment of real estate</b>	–	25	(25)	∞	<b>U</b>
Due to the lead time involved with the preparation and adoption of the 2019/20 operational budget a shift in market conditions occurred impacting on Council ability to recover the carrying value of real estate held for resale. This was uncovered during the 2019/20 financial statements preparation process.					
<b>Other expenses</b>	3,152	3,047	105	3%	<b>F</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 21. Material budget variations

	2020	2020	2020	
\$ '000	Budget	Actual	Variance	

## STATEMENT OF CASH FLOWS

<b>Cash flows from operating activities</b>	<b>5,707</b>	<b>8,124</b>	<b>2,417</b>	<b>42%</b>	<b>F</b>
Council adopted a conservative approach when budgeting for planned grant funded opportunities. Throughout the year Council was successful in obtaining additional grant funds.					
<b>Cash flows from investing activities</b>	<b>13,060</b>	<b>(1,688)</b>	<b>(14,748)</b>	<b>(113)%</b>	<b>U</b>
Council received additional Capital Grants throughout the 2018/2019 financial year. Council utilised these funds in the renewal and purchase of various infrastructure assets.					
<b>Cash flows from financing activities</b>	<b>(59)</b>	<b>(59)</b>	<b>-</b>	<b>0%</b>	<b>F</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 22. 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).

## (1) Assets and liabilities that have been measured and recognised at fair values

	Date of latest valuation	Fair value measurement hierarchy			Total
		Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobservable inputs	
<b>2020</b>					
<b>Recurring fair value measurements</b>					
<b>Infrastructure, property, plant and equipment</b>					
Plant and equipment		–	–	5,489	5,489
Office Equipment		–	–	736	736
Crown land	01/07/19	–	–	860	860
Operational land	01/07/19	–	–	2,485	2,485
Community land	01/07/19	–	–	641	641
Buildings – non-specialised	30/06/20	–	1,329	1,439	2,768
Buildings – specialised	30/06/20	–	–	17,963	17,963
Other Structures	30/06/20	–	–	13,025	13,025
Roads	30/06/20	–	–	182,256	182,256
Bridges	30/06/20	–	–	22,125	22,125
Footpaths	30/06/20	–	–	1,340	1,340
Stormwater Drainage	30/06/20	–	–	7,582	7,582
Water Supply network	30/06/15	–	–	18,140	18,140
Sewerage network	30/06/15	–	–	12,771	12,771
Bulk Earthworks	30/06/18	–	–	6,640	6,640
Land Improvements	30/06/18	–	–	891	891
<b>Total infrastructure, property, plant and equipment</b>		<b>–</b>	<b>1,329</b>	<b>294,383</b>	<b>295,712</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 22. Fair Value Measurement (continued)

2019	Date of latest valuation	Fair value measurement hierarchy			Total
		Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobservable inputs	
Recurring fair value measurements					
Infrastructure, property, plant and equipment					
Plant and equipment		—	—	6,344	6,344
Office Equipment		—	—	727	727
Crown land	01/07/17	—	—	838	838
Operational land	01/07/17	—	—	2,344	2,344
Community land	01/07/17	—	—	678	678
Buildings – non-specialised	30/06/18	—	1,329	1,367	2,696
Buildings – specialised	30/06/18	—	—	18,302	18,302
Other Structures	30/06/18	—	—	12,398	12,398
Roads	30/06/19	—	—	182,466	182,466
Bridges	30/06/19	—	—	22,059	22,059
Footpaths	30/06/19	—	—	1,256	1,256
Stormwater Drainage	30/06/19	—	—	7,621	7,621
Water Supply network	30/06/15	—	—	18,091	18,091
Sewerage network	30/06/15	—	—	12,642	12,642
Bulk Earthworks	30/06/18	—	—	6,599	6,599
Land Improvements	30/06/18	—	—	765	765
Total infrastructure, property, plant and equipment		—	1,329	294,497	295,826

Note that capital WIP is not included above since it is carried at cost.

## (2) Transfers between level 1 and level 2 fair value hierarchies

During the year, there were no transfers between level 1 and level 2 fair value hierarchies for recurring fair value measurements.

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 22. Fair Value Measurement (continued)

#### (3) Valuation techniques used to derive level 2 and level 3 fair values

##### Infrastructure, property, plant and equipment (IPP&E)

##### Plant and Equipment, Office Equipment and Furniture and Fittings

Plant and Equipment, Office Equipment and Furniture and Fittings are valued at cost but are disclosed at fair value in the notes. The carrying amount of these assets is assumed to approximate fair value due to the nature of the items. Examples of assets within these classes are as follows:

- Plant and Equipment - Graders, trucks, rollers, tractors and motor vehicles.
- Office Equipment - Computers, photocopiers, calculators etc.
- Furniture & Fittings - Chairs, desks and display boards.

There has been no change to the valuation process during the reporting period.

##### Operational and Community Land

Operational and Community Land are based on either the Land Value provided by the Valuer-General or an where the Valuer-General did not provide a Land Value having regard to the highest and best use for the land. Operational Land is based on the Valuer value as these are representative of the actual market values in the Coonamble Shire LGA. As these rates were not considered to be observable market evidence they have been classified a level 3.

There has been no change to the valuation process during the reporting period.

##### Buildings - Non-Specialised and Specialised

Non-Specialised and Specialised Buildings were valued utilising APV Valuers & Asset Management consultants during the 2017/2018 financial year. A desktop valuation was carried out as at the 30/06/2020 by APV Valuers & Asset Management to ensure the fair value of the asset class was recorded.

Depending on the specific asset the valuation approach may have included the adoption of a singular or multiple technique.

- The Market approach has been applied where there is a principal market which provides observable evidence of the Fair Value of the asset
- The income approach has been applied for assets where the income generating capability of the asset provides the best estimate of the assets Fair Value
- The Cost approach was used for assets which are not commonly traded. Typically, these include assets that public and not-for-profit sector entities use to provide services to the public for no or minimal charge

There has been no change to the valuation process during the reporting period.

##### Other Structures

Other Structures were also revalued through the 2017/2018 financial year utilising APV Valuers & Asset Management consultants. A desktop valuation as at 30/06/2020 was carried out by APV Valuers & Asset Management consultants to ensure the fair value of the asset class was recorded.

The various asset types identified included Airport Assets, Fences, Hardstand and Internal Roads, Landscaping, Lighting, Miscellaneous, Park Assets, Pool Assets, Saleyards and Sporting Equipment.

Depending on the specific asset the valuation approach may have included the adoption of a singular or multiple technique.

- The Market approach has been applied where there is a principal Market which provides observable evidence of the Fair Value of the asset
- The income approach has been applied for assets where the income generating capability of the asset provides the best estimate of the assets Fair Value
- The Cost approach was used for assets which are not commonly traded. Typically these include assets that public and not-for-profit sector entities use to provide services to the public for no or minimal charge

There has been no change to the valuation process during the reporting period.



## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 22. Fair Value Measurement (continued)

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#### Roads

Roads were revalued during the 2018/2019 financial year utilising APV Valuers and Asset Management Consultants, with input from Council's engineering department. A desktop valuation as at 30/06/2020 was carried out by APV Valuers & Asset Management consultants to ensure the fair value of the asset class was recorded. Roads comprise road carriageway, roadside shoulders and kerb and gutter. No market-based evidence (Level 2) inputs are available therefore Level 3 valuation inputs were used for this class.

#### Bridges

Bridges were revalued during the 2018/2019 financial year externally by APV Valuers and Asset Management Consultants, with input from Council's engineering department. A desktop valuation as at 30/06/2020 was carried out by APV Valuers & Asset Management Consultants to ensure the fair value of the asset class was recorded.

While all bridges were physically inspected and unit rates based on square metres were used there was no reliable market evidence (Level 2) as other inputs (such as estimates of residual value and pattern of consumption) require extensive professional judgement that impacts significantly on the final determination of fair value.

There has been no change to the valuation process during the reporting period.

#### Footpaths

Footpaths were revalued externally by APV Valuers and Asset Management Consultants during the 2018/2019 financial year, with input from Council staff relating to costings. A desktop valuation as at 30/06/2020 was carried out by APV Valuers & Asset Management Consultants to ensure the fair value of the asset class was recorded.

There has been no change to the valuation process during the reporting period.

#### Drainage Infrastructure

Drainage Infrastructure Assets were revalued during the 2018/2019 financial year by APV Valuers and Asset Management Consultants, with input from Council's engineering department. A desktop valuation as at 30/06/2020 was carried out by APV Valuers & Asset Management consultants to ensure the fair value of the asset class was recorded.

Assets within this class comprise culverts, open channels, storm water pipes, pits and other storm water structures.

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. While the unit rates based on linear metres of certain diameter pipes and prices per pit or similar could be supported from market evidence (Level 2) other inputs (such as estimates of pattern of consumption, residual value, asset condition and useful life) required extensive professional judgement and impacted significantly on the final determination of fair value. Additionally due to limitations in the historical records of very long lived assets there is uncertainty regarding the actual design, specifications and dimensions of some assets.

There has been no change to the valuation process during the reporting period.

#### Water Supply Network

Assets within this class comprise reservoirs, pumping stations and, water pipelines.

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. While the unit rates based on linear metres of certain diameter pipes and prices per pit or similar may be supported from market evidence (Level 2) other inputs (such as estimates of pattern of consumption, residual value, asset condition and useful life) required extensive professional judgement and impacted significantly on the final determination of fair value. Additionally due to limitations in the historical records of very long lived assets there is uncertainty regarding the actual design, specifications and dimensions of some assets. These assets are indexed each year in line with the NSW Reference Rates Manual as published by the Office of Water.

The asset class has been revalued this year, the assumptions of this revaluation remain the same as in prior years.

#### Sewerage Network

Assets within this class comprise treatment works, pumping stations and, sewerage mains.

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 22. Fair Value Measurement (continued)

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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. While the unit rates based on linear metres of certain diameter pipes and prices per pit or similar may be supported from market evidence (Level 2) other inputs (such as estimates of pattern of consumption, residual value, asset condition and useful life) required extensive professional judgement and impacted significantly on the final determination of fair value. Additionally due to limitations in the historical records of very long lived assets there is uncertainty regarding the actual design, specifications and dimensions of some assets. These assets are indexed each year in line with the NSW Reference Rates Manual as published by the Office of Water.

The asset class has been revalued this year, the assumptions of this revaluation remain the same as in prior years.

#### Swimming Pools

Assets within this class comprise Council's outdoor swimming pool. The swimming pool was valued externally by APV Valuers & Asset Management consultants. A desktop valuation as at 30/06/2020 was carried out by APV Valuers & Asset Management consultants to ensure the fair value of the asset class was recorded. The approach estimated the replacement cost for each pool by componentising its significant parts.

While some elements of gross replacement values may be supported from market evidence (Level 2 input) other inputs (such as estimates of pattern of consumption, residual value, asset condition and useful life) required extensive professional judgement and impacted significantly on the final determination of fair value.

Previously these assets had been valued internally by Council staff.

#### Bulk Earthworks/Land Improvements

Assets within this class comprise Bulk Earthworks, turf surfaces, irrigation and other misc land improvements etc. All assets in this class were valued in-house by experienced engineering staff.

While some elements of gross replacement values may be supported from market evidence (Level 2 input) other inputs (such as estimates of pattern of consumption, residual value, asset condition and useful life) required extensive professional judgement and impacted significantly on the final determination of fair value.

There has been no change to the valuation process during the reporting period.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 22. Fair Value Measurement (continued)

## (4) Fair value measurements using significant unobservable inputs (level 3)

a. The following tables present the changes in level 3 fair value asset classes.

	Water supply network \$ '000	Sewerage network \$ '000	Plant and equipment \$ '000	Operational / Crown Land \$ '000	Community / Crown Land \$ '000
<b>2019</b>					
<b>Opening balance</b>	17,580	12,464	6,545	2,432	1,428
Purchases (GBV)	547	468	2,072	—	—
Disposals (WDV)	(44)	(79)	(187)	—	—
Depreciation and impairment	(247)	(375)	(1,359)	—	—
Other movement	16	—	—	—	—
Revaluation increment to ARR	239	164	—	—	—
<b>Closing balance</b>	<b>18,091</b>	<b>12,642</b>	<b>7,071</b>	<b>2,432</b>	<b>1,428</b>

<b>2020</b>					
<b>Opening balance</b>	18,091	12,642	7,071	2,432	1,428
Purchases (GBV)	330	330	696	53	—
Disposals (WDV)	(61)	(10)	(182)	—	—
Depreciation and impairment	(388)	(309)	(1,360)	—	—
Other movement	—	—	—	90	(17)
Revaluation increment to ARR	168	118	—	—	—
<b>Closing balance</b>	<b>18,140</b>	<b>12,771</b>	<b>6,225</b>	<b>2,575</b>	<b>1,411</b>

	Land improve- ments \$ '000	Bulk earthworks \$ '000	Buildings non- specialised \$ '000	Building specialised \$ '000	Other structures \$ '000
Notes					
<b>2019</b>					
<b>Opening balance</b>	114	5,559	870	18,741	11,923
Transfers from/(to) level 2 FV hierarchy	26 4(b)	—	(2)	—	—
Purchases (GBV)	653	1,027	450	532	1,200
Depreciation and impairment	(2)	—	(116)	(417)	(517)
Other movement	—	13	56	—	41
Revaluation increment to ARR	—	—	109	(554)	(249)
<b>Closing balance</b>	<b>765</b>	<b>6,599</b>	<b>1,367</b>	<b>18,302</b>	<b>12,398</b>
<b>2020</b>					
<b>Opening balance</b>	765	6,599	1,367	18,302	12,398
Purchases (GBV)	141	41	80	106	571
Depreciation and impairment	(15)	—	(63)	(512)	(392)
Other movement	—	—	—	—	19
Revaluation increment to ARR	—	—	55	67	429
<b>Closing balance</b>	<b>891</b>	<b>6,640</b>	<b>1,439</b>	<b>17,963</b>	<b>13,025</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 22. Fair Value Measurement (continued)

	Notes	Roads infrastructure \$ '000	Stormwater drainage \$ '000	Total \$ '000
<b>2019</b>				
<b>Opening balance</b>		204,514	1,482	<b>283,652</b>
Transfers from/(to) level 2 FV hierarchy	26 4(b)	—	—	<b>(2)</b>
Purchases (GBV)		5,033	61	<b>12,043</b>
Disposals (WDV)		—	—	<b>(310)</b>
Depreciation and impairment		(2,686)	(28)	<b>(5,747)</b>
Other movement		—	—	<b>126</b>
Revaluation increment to ARR		(1,080)	6,106	<b>4,735</b>
<b>Closing balance</b>		<b>205,781</b>	<b>7,621</b>	<b>294,497</b>
<b>2020</b>				
<b>Opening balance</b>		205,781	7,621	<b>294,497</b>
Purchases (GBV)		2,486	—	<b>4,834</b>
Disposals (WDV)		—	—	<b>(253)</b>
Depreciation and impairment		(3,505)	(158)	<b>(6,702)</b>
Other movement		14	—	<b>106</b>
Revaluation increment to ARR		945	119	<b>1,901</b>
<b>Closing balance</b>		<b>205,721</b>	<b>7,582</b>	<b>294,383</b>

**b. Information relating to the transfers into and out of the level 3 fair valuation hierarchy (as disclosed in the table above) includes:**

Following the desktop revaluation of Council Buildings and other structures as at 30/06/2019, by external consultants a number of buildings, 8 in total, were valued based on observable market evidence (level 2). Level 2 input was adjusted accordingly

**c. Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.**

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

	Fair value (30/6/20) \$ '000	Valuation technique/s	Unobservable inputs
<b>Infrastructure, property, plant and equipment</b>			
Buildings non specialised	2,768	Values provided by external consultant	Gross replacement cost, Asset condition, Remaining useful life, Residual value
Buildings Specialised	17,963	Values provided by external consultant	Gross replacement cost, Asset condition, Remaining useful life, Residual value
Other Structures	13,025	Values provided by external consultant	Gross replacement cost, Asset condition, Remaining useful life, Residual value
Road Infrastructure	205,721	Cost approach used to approximate fair value	Gross replacement cost, Asset condition, Remaining useful life, Residual value
Stormwater drainage	7,582	Cost approach used to approximate fair value	Gross replacement cost, Asset condition, Remaining useful life, Residual value
Water Supply	18,140	Cost approach used to approximate fair value	Gross replacement cost, Asset condition, Remaining useful life, Residual value

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 22. Fair Value Measurement (continued)

	Fair value (30/6/20) \$ '000	Valuation technique/s	Unobservable inputs
Sewerage network	12,771	Cost approach used to approximate fair value	Gross replacement cost, Asset condition, Remaining useful life, Residual value
Plant & Equipment	6,225	Cost approach used to approximate fair value	Gross replacement cost, Remaining useful life, Residual value
Operational land	2,485	Land values obtained from the NSW Valuer General	Land value based on price per square meter
Community land	641	Land values obtained from the NSW Valuer General	Land value based on price per square meter
Crown Land	860	Land values obtained from the NSW Valuer General	Land value based on price per square meter
Bulk Earthworks	6,640	Cost approach used to approximate fair value	Gross replacement cost, Asset condition, Remaining useful life, Residual value
Land Improvements	891	Cost approach used to approximate fair value	Gross replacement cost, Asset condition, Remaining useful life, Residual value

## (5) Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 23. Related party disclosures

#### (a) Key management personnel

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:

	2020 \$ '000	2019 \$ '000
<b>Compensation:</b>		
Short-term benefits	798	819
Post-employment benefits	120	105
Other long-term benefits	29	22
Termination benefits	—	313
<b>Total</b>	<b>947</b>	<b>1,259</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 23. Related party disclosures (continued)

#### (b) Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of Council delivering a public service objective (e.g. access to library or Council swimming pool by KMP) will not be disclosed.

Nature of the transaction	Ref	Value of transactions during year \$ '000	Outstanding balance (incl. loans and commitments) \$ '000	Terms and conditions	Provisions for impairment of receivables outstanding \$ '000	Expense recognised for impairment of receivables \$ '000
<b>2020</b>						
Quarry Sales	3	—	18		—	—
Building renovations & repairs	4	96	—		—	—
Purchase of Land	6	50	—		—	—
<b>2019</b>						
Supply of Product and Contract Services	1	44	—		—	—
Aerodrome Grounds Maintenance Contract	2	44	—		—	—
Quarry Sales	3	64	31		—	—
Building renovations & repairs	4	57	—		—	—
Private Works	5	33	33		—	—

1 Council purchases refreshments for Council meetings from a local cafe of which a KMP is part owner. All goods are purchased at normal retail prices

2 Council has a contractual arrangement with the Coonamble Aeroclub for the maintenance of the Coonamble Aerodrome grounds. The president of this organisation is a son of a KMP

3 Council supplies various materials from its Quarry operations to the public. A KMP is an owner operator of a business that purchases product from the Quarry. All product is sold as per Council's adopted fee's and charges

4 Council received grant funding to carry out various building infrastructure works throughout the Council , expressions of interest were sought and quotations received. One of the local contractors awarded the works is a son of a KMP

5 As the result of a fire damage a number of buildings in the Coonamble CBD were demolished by Council and the sites cleaned up. The demolition and disposal costs were then passed on to the various property owners. A KMP is an owner of one of the affected properties.

6 As per Council resolution land was purchased from a KMP



## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 23. Related party disclosures (continued)

#### (c) Other related party transactions

	Ref	Value of transactions during year \$ '000	Outstanding balance (incl. loans and commitments) \$ '000	Terms and conditions	Provisions for impairment of receivables outstanding \$ '000	Expense recognised for impairment of receivables \$ '000
<b>2020</b>						
Library Services	1	61	–	Membership of Library Co-op	–	–
<b>2019</b>						
Library Services	1	56	1	Membership of Library Co-op	–	–

- 1 Council is a member of a Joint venture being the North Western Library Co-operative with three other Councils, each council contributes and equal amount to the joint venture each year for the operation of the service which is to purchase books and e-resources for the benefit of the residents and ratepayers in the four local government areas.

### Note 24. Events occurring after the reporting date

Council is unaware of any material or significant 'non-adjusting events' that should be disclosed.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 25. Result by fund

	General <sup>1</sup> 2020 \$ '000	Water 2020 \$ '000	Sewer 2020 \$ '000
<b>Income Statement by fund</b>			
<b>Income from continuing operations</b>			
Rates and annual charges	5,241	594	684
User charges and fees	3,261	772	119
Interest and investment revenue	296	60	77
Other revenues	720	19	4
Grants and contributions provided for operating purposes	7,521	166	21
Grants and contributions provided for capital purposes	2,785	–	–
Net gains from disposal of assets	71	–	–
Rental income	145	–	–
Share of interests in joint ventures and associates using the equity method	9	–	–
<b>Total income from continuing operations</b>	<b>20,049</b>	<b>1,611</b>	<b>905</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	7,587	241	217
Borrowing costs	4	–	–
Materials and contracts	3,061	837	364
Depreciation and amortisation	6,023	388	309
Impairment of investments	25	–	–
Other expenses	3,023	13	11
Net losses from the disposal of assets	95	61	10
<b>Total expenses from continuing operations</b>	<b>19,818</b>	<b>1,540</b>	<b>911</b>
<b>Operating result from continuing operations</b>	<b>231</b>	<b>71</b>	<b>(6)</b>
<b>Net operating result for the year</b>	<b>231</b>	<b>71</b>	<b>(6)</b>
<b>Net operating result attributable to each council fund</b>	<b>231</b>	<b>71</b>	<b>(6)</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>(2,554)</b>	<b>71</b>	<b>(6)</b>

NB. All amounts disclosed above are gross – that is, they include internal charges and recoveries made between the funds.

(1) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 25. Result by fund (continued)

	General <sup>1</sup> 2020 \$ '000	Water 2020 \$ '000	Sewer 2020 \$ '000
<b>Statement of Financial Position by fund</b>			
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	12,223	210	1,522
Investments	6,339	2,530	4,131
Receivables	2,027	447	181
Inventories	1,014	–	–
Other	95	–	–
<b>Total current assets</b>	<b>21,698</b>	<b>3,187</b>	<b>5,834</b>
<b>Non-current assets</b>			
Receivables	66	115	–
Infrastructure, property, plant and equipment	266,578	18,140	12,845
Investments accounted for using the equity method	61	–	–
Right of use assets	51	–	–
<b>Total non-current assets</b>	<b>266,756</b>	<b>18,255</b>	<b>12,845</b>
<b>TOTAL ASSETS</b>	<b>288,454</b>	<b>21,442</b>	<b>18,679</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	1,354	29	103
Income received in advance	174	64	–
Contract liabilities	973	–	–
Lease liabilities	18	–	–
Borrowings	41	–	–
Provisions	2,054	–	–
<b>Total current liabilities</b>	<b>4,614</b>	<b>93</b>	<b>103</b>
<b>Non-current liabilities</b>			
Lease liabilities	33	–	–
Provisions	128	–	–
<b>Total non-current liabilities</b>	<b>161</b>	<b>–</b>	<b>–</b>
<b>TOTAL LIABILITIES</b>	<b>4,775</b>	<b>93</b>	<b>103</b>
<b>Net assets</b>	<b>283,679</b>	<b>21,349</b>	<b>18,576</b>
<b>EQUITY</b>			
Accumulated surplus	152,732	14,185	12,492
Revaluation reserves	130,947	7,164	6,084
<b>Council equity interest</b>	<b>283,679</b>	<b>21,349</b>	<b>18,576</b>
<b>Total equity</b>	<b>283,679</b>	<b>21,349</b>	<b>18,576</b>

NB. All amounts disclosed above are gross – that is, they include 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.

(1) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 26(a). Statement of performance measures – consolidated results

\$ '000	Amounts 2020	Indicator 2020	Prior periods 20192018		Benchmark
1. Operating performance ratio					
Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1,2</sup>	(2,403)	(12.20)%	5.47%	8.00%	>0.00%
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>	19,700				
2. Own source operating revenue ratio					
Total continuing operating revenue excluding all grants and contributions <sup>1</sup>	11,992	53.33%	51.04%	61.80%	>60.00%
Total continuing operating revenue <sup>1</sup>	22,485				
3. Unrestricted current ratio					
Current assets less all external restrictions	19,405	8.00x	7.28x	5.13x	>1.50x
Current liabilities less specific purpose liabilities	2,426				
4. Debt service cover ratio					
Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>	4,346	68.98x	133.73x	131.98x	>2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	63				
5. Rates, annual charges, interest and extra charges outstanding percentage					
Rates, annual and extra charges outstanding	575	8.15%	6.21%	5.14%	<10.00%
Rates, annual and extra charges collectible	7,057				
6. Cash expense cover ratio					
Current year's cash and cash equivalents plus all term deposits	26,955	18.72 mths	17.33 mths	18.39 mths	>3.00 mths
Monthly payments from cash flow of operating and financing activities	1,440				

(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

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 26(b). Statement of performance measures – by fund

\$ '000	General Indicators <sup>3</sup>		Water Indicators		Sewer Indicators		Benchmark
	2020	2019	2020	2019	2020	2019	
<b>1. Operating performance ratio</b>							
Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1, 2</sup>	(14.36)%	4.41%	4.41%	16.53%	(0.66)%	6.28%	>0.00%
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>							
<b>2. Own source operating revenue ratio</b>							
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>	48.39%	45.45%	89.70%	99.32%	97.68%	98.87%	>60.00%
Total continuing operating revenue <sup>1</sup>							
<b>3. Unrestricted current ratio</b>							
Current assets less all external restrictions	8.00x	7.28x	34.27x	42.93x	56.64x	77.61x	>1.50x
Current liabilities less specific purpose liabilities							
<b>4. Debt service cover ratio</b>							
Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>	56.89x	114.96x	∞	∞	∞	∞	>2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)							
<b>5. Rates, annual charges, interest and extra charges outstanding percentage</b>							
Rates, annual and extra charges outstanding	7.19%	5.57%	6.36%	7.63%	16.82%	10.10%	<10.00%
Rates, annual and extra charges collectible							
<b>6. Cash expense cover ratio</b>							
Current year's cash and cash equivalents plus all term deposits	19.41 mths	12.69 mths	2.31 mths	27.43 mths	30.85 mths	151.34 mths	>3.00 mths
Payments from cash flow of operating and financing activities							

(1) - (2) Refer to Notes at Note 23a above.

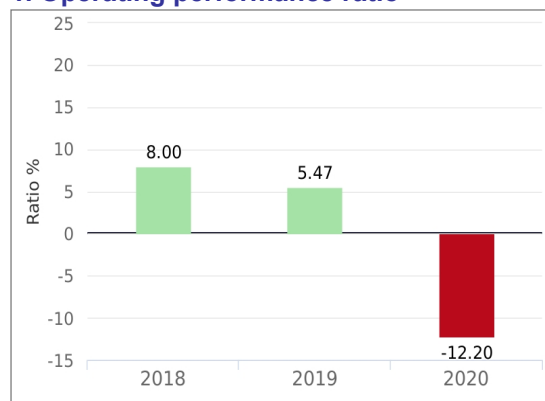
(3) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 26(c). Statement of performance measures – consolidated results (graphs)

## 1. Operating performance ratio



## Purpose of operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

## Commentary on 2019/20 result

2019/20 ratio (12.20)%

Council's operating performance ratio is below the industry for the 2019/20 financial year. The main factors which have influenced the operational result have been a reduction in income from user fees and charges and operational grants coupled with a increase in depreciation and other expenses.

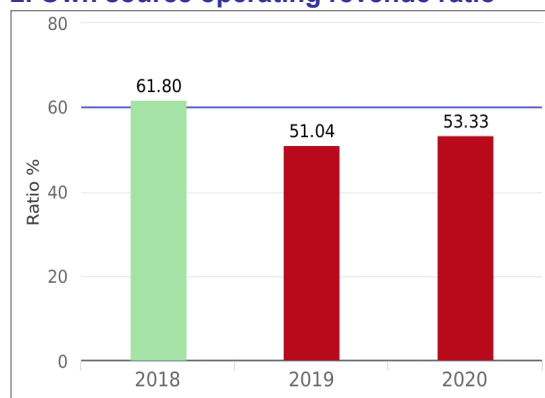
Benchmark: — > 0.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

## 2. Own source operating revenue ratio



## Purpose of own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

## Commentary on 2019/20 result

2019/20 ratio 53.33%

During the 2019/20 Council received significant additional income in the form of Government grants and contributions. Council's 2019/20 result does not achieve the industry benchmark of 60% due to these additional funds.

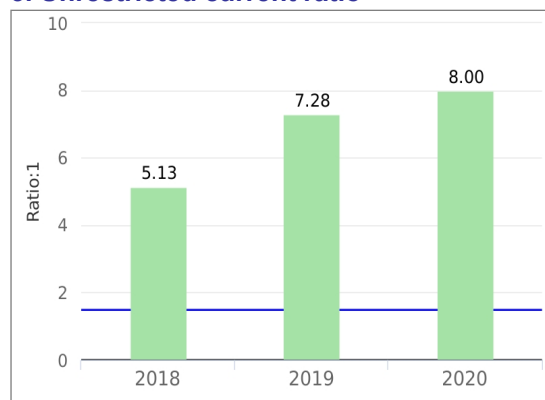
Benchmark: — > 60.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

## 3. Unrestricted current ratio



## Purpose of unrestricted current ratio

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

## Commentary on 2019/20 result

2019/20 ratio 8.00x

Council's unrestricted current ratio exceeds the industry benchmark of 1.5 which indicates that Council is capable to satisfy its debts as and when they fall due.

Benchmark: — > 1.50x

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

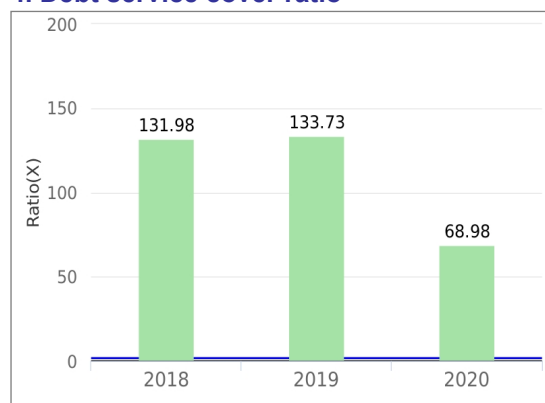
Ratio is outside benchmark

## Notes to the Financial Statements

for the year ended 30 June 2020

## Note 26(c). Statement of performance measures – consolidated results (graphs)

## 4. Debt service cover ratio



## Purpose of debt service cover ratio

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

## Commentary on 2019/20 result

2019/20 ratio 68.98x

The Debt service ratio indicates that Council has sufficient operating cash to service its debts.

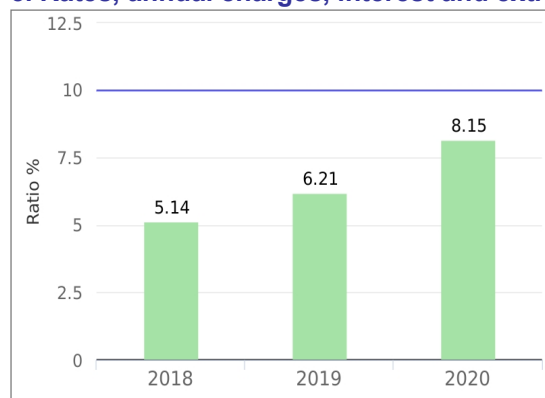
Benchmark: — > 2.00x

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

## 5. Rates, annual charges, interest and extra charges outstanding percentage



## Purpose of rates, annual charges, interest and extra charges outstanding

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

## Commentary on 2019/20 result

2019/20 ratio 8.15%

The 2019/20 result is a deterioration on the previous year. Whilst Council's ratio is currently better than the industry standard for Rural Councils, it should be noted that due predominantly to the current prevailing social and economic conditions that it will need to be monitored closely moving forward to ensure it remains within the standard.

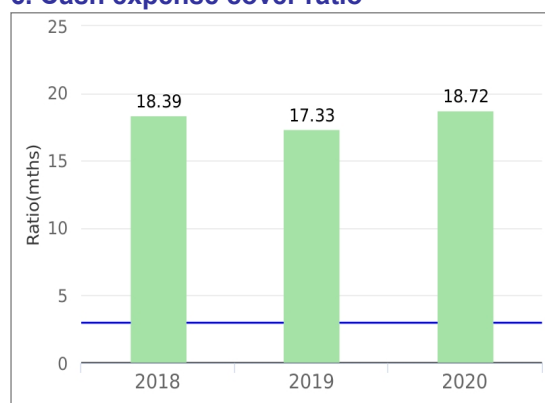
Benchmark: — < 10.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

## 6. Cash expense cover ratio



## Purpose of cash expense cover ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

## Commentary on 2019/20 result

2019/20 ratio 18.72 mths

The ratio is well above the industry standard of 3 months which indicates that Council has sufficient liquidity to mitigate any unforeseen future events. It should be noted that the 2019/20 ratio has improved from the previous result.

Benchmark: — > 3.00mths

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

## Notes to the Financial Statements

for the year ended 30 June 2020

### Note 27. Council information and contact details

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**Principal place of business:**

80 Castlereagh Street  
Coonamble NSW 2829

#### Contact details

**Mailing Address:**

PO Box 249  
Coonamble NSW 2829

**Telephone:** 02 68271900

**Facsimile:** 02 68221626

**Opening hours:**

8:30am - 5:00pm  
Monday to Friday

**Internet:** [www.coonambleshire.nsw.gov.au](http://www.coonambleshire.nsw.gov.au)

**Email:** [council@coonambleshire.nsw.gov.au](mailto:council@coonambleshire.nsw.gov.au)

#### Officers

Hein Basson  
General Manager

Bruce Quarmby  
Responsible Accounting Officer

#### Auditors

Auditor General of NSW

#### Elected members

Cr. Al Karanouh  
Mayor

#### Councillors

Cr. Paul Wheelhouse (Deputy Mayor)  
Cr. Karen Churchill  
Cr. Pat Cullen  
Cr. Barbara Deans  
Cr. Bill Fisher  
Cr. Robert Thomas

#### Other information

**ABN:** 19 499 848 443





## INDEPENDENT AUDITOR'S REPORT

### Report on the general purpose financial statements

#### Coonamble Shire Council

To the Councillors of Coonamble Shire Council

### Opinion

I have audited the accompanying financial statements of Coonamble 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 2020, the Statement of Financial Position as at 30 June 2020, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended and notes comprising a summary of significant accounting policies 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 2020, 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).

I have fulfilled my other ethical responsibilities in accordance with 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 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 2020 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](http://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 21 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.



Manuel Moncada

Delegate of the Auditor-General for New South Wales

23 November 2020  
SYDNEY



Cr Al Karanouh  
Mayor  
Coonamble Shire Council  
PO Box 249  
COONAMBLE NSW 2829

Contact: Manuel Moncada  
Phone no: 02 9275 7333  
Our ref: D2027339/1717

23 November 2020

Dear Mayor

**Report on the Conduct of the Audit  
for the year ended 30 June 2020  
Coonamble Shire Council**

I have audited the general purpose financial statements (GPFS) of the Coonamble Shire Council (the Council) for the year ended 30 June 2020 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 2020 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

	2020 \$m	2019 \$m	Variance %
Rates and annual charges revenue	6.52	6.31	3.3
Grants and contributions revenue	10.49	12.90	18.7
Operating result from continuing operations	0.30	5.47	94.5
Net operating result before capital grants and contributions	(2.49)	1.10	326.4

Council's operating result (\$296,000 including the effect of depreciation and amortisation expense of \$6.7 million) was \$5.2 million lower than the 2018–19 result. This was mainly due to decreased revenue from grants and contributions (down \$2.4 million) and RMS charges (down \$1.2 million), and an increase in depreciation charges of \$973,000.

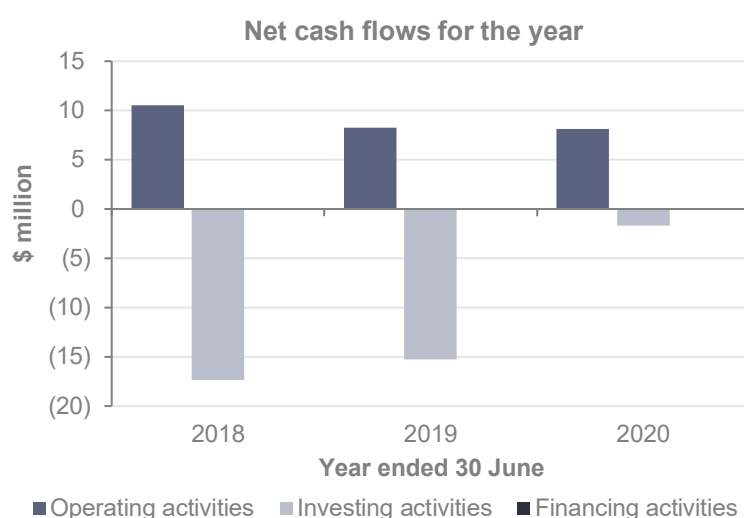
The net operating result before capital grants and contributions (deficit of \$2.5 million) was \$3.6 million lower than the 2018–19 result. This was mainly due to the items noted above.

Rates and annual charges revenue (\$6.5 million) increased by \$205,000 (3.3 per cent) in 2019–2020.

Grants and contributions revenue (\$10.5 million) decreased by \$2.4 million (18.7 per cent) in 2019–2020 due to reductions in funding recognised in respect to the Community Drought Program and capital projects for transport assets.

## STATEMENT OF CASH FLOWS

- The Statement of Cash Flows illustrates the flow of cash and cash equivalents moving in and out of Council during the year and reveals that cash increased by \$7.6 million to \$14 million at the close of the year.
- the increase is mainly due to more funds being held in cash and cash equivalents rather than longer term investments.



## FINANCIAL POSITION

### Cash and investments

Cash and investments	2020	2019	Commentary
	\$m	\$m	
External restrictions	10.5	10.2	<ul style="list-style-type: none"> <li>External restrictions include unspent specific purpose grants, domestic waste management charges, and water and sewerage funds.</li> <li>Balances are internally restricted due to Council policy or decisions for forward plans including works program.</li> <li>Unrestricted balances provide liquidity for day-to-day operations.</li> </ul>
Internal restrictions	12.9	13.5	
Unrestricted	3.5	1.4	
<b>Cash and investments</b>	<b>26.9</b>	<b>25.1</b>	

### Debt

After repaying principal and interest of \$63,000, total debt as at 30 June 2020 was \$41,000 (2019: \$82,000).

## PERFORMANCE

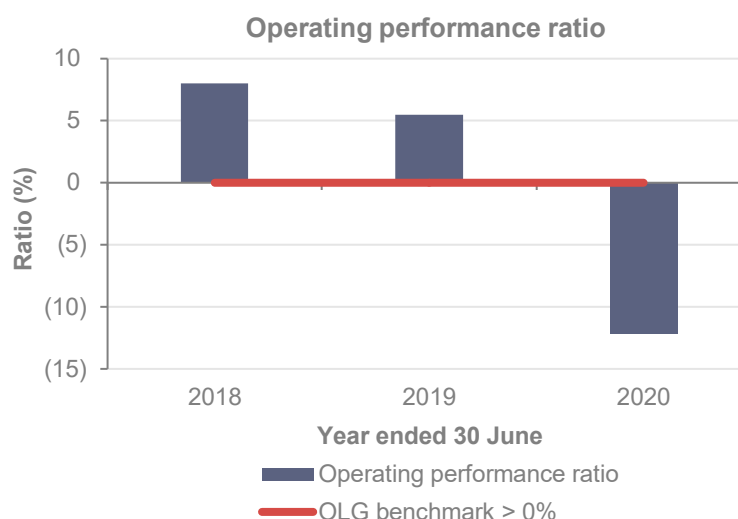
### Performance measures

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, Industry and Environment.

#### Operating performance ratio

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.

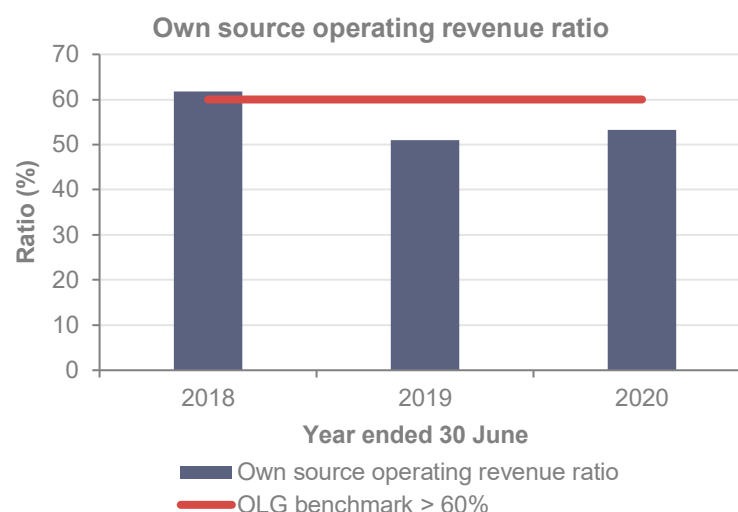
The Council did not meet the OLG benchmark for the current reporting period.



#### Own source operating revenue ratio

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.

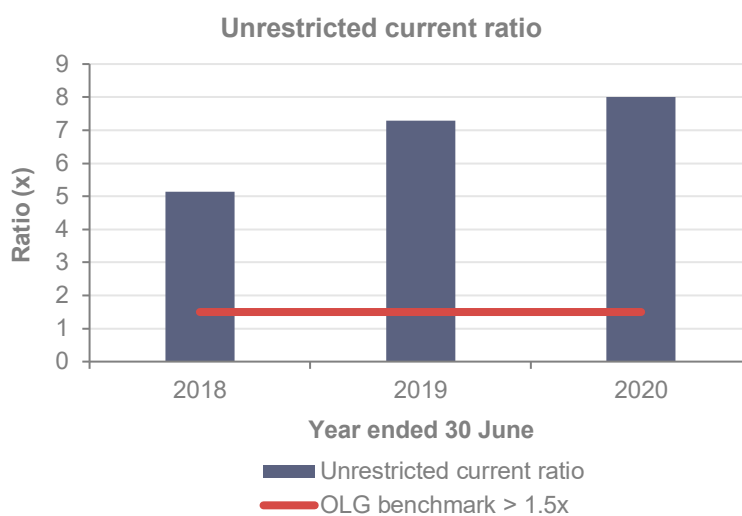
The Council did not meet the OLG benchmark for the current reporting period.



### Unrestricted current ratio

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.

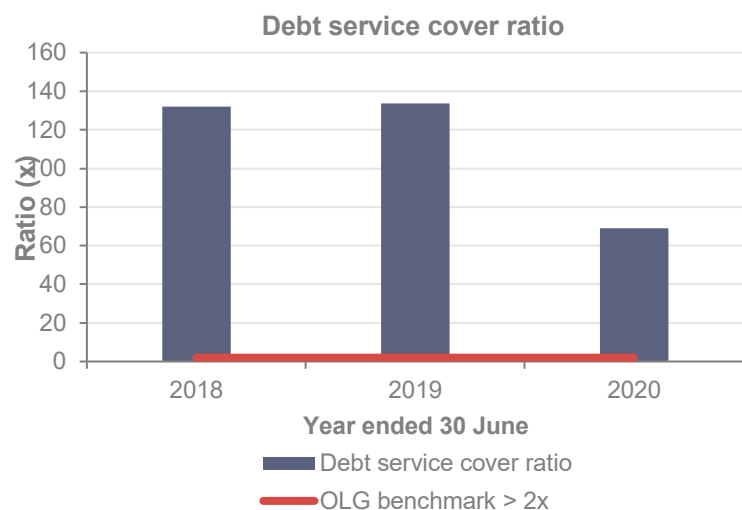
The Council exceeded the OLG benchmark for the current reporting period.



### Debt service cover ratio

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.

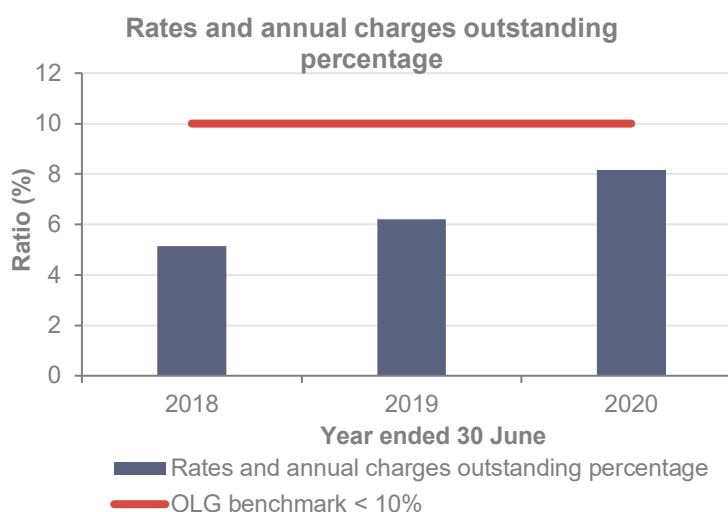
The Council exceeded the OLG benchmark for the current reporting period.



## Rates and annual charges outstanding percentage

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 and rural councils.

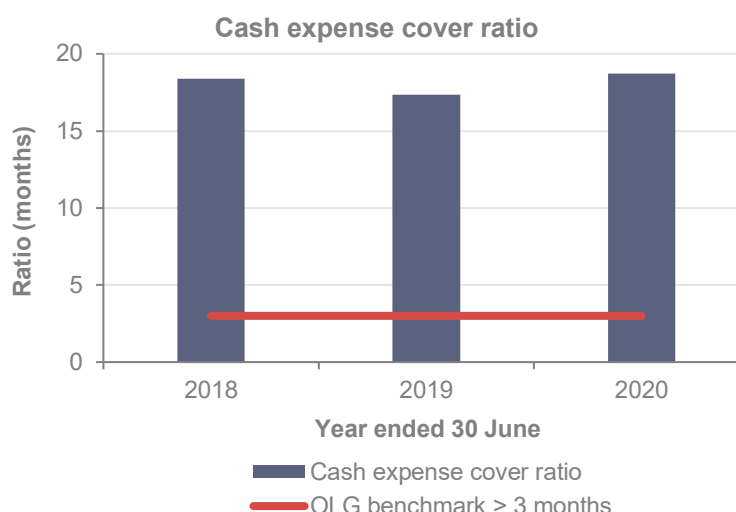
The Council met the OLG benchmark for the current reporting period.



## Cash expense cover ratio

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.

The Council exceeded the OLG benchmark for the current reporting period.



## Infrastructure, property, plant and equipment renewals

- Council's asset renewal additions for the year were \$4.2 million compared \$7.6 million for the prior year
- The level of asset renewals during the year represented 63 percent of the total depreciation expense (\$6.7 million) for the year.

## OTHER MATTERS

### Impact of new accounting standards

#### AASB 15 'Revenue from Contracts with Customers' and AASB 1058 'Income for Not-for-Profit Entities'

The Council adopted the new accounting standards AASB 15 'Contracts with Customers' and AASB 1058 'Income of Not-for-Profit Entities' (collectively referred to as the Revenue Standards) for the first time in their 2019–20 financial statements.



AASB 15 introduces a new approach to recognising revenue based on the principle that revenue is recognised when control of a good or service transfers to a customer. AASB 15 impacts the timing and amount of revenue recorded in a councils' financial statements, particularly for grant revenue. AASB 15 also increases the amount of disclosures required.

AASB 1058 prescribes how not-for-profit entities account for transactions conducted on non-commercial terms and the receipt of volunteer services. AASB 1058 significantly impacts the timing and amount of income recorded in a councils' financial statements, particularly for grant income and rates which are paid before the commencement of the rating period.

The Council recognised a \$684,000 adjustment to opening accumulated surplus at 1 July 2019 on adoption of the new Revenue Standards.

The Council disclosed the impact of adopting the new Revenue Standards in Note 15.

### **AASB 16 'Leases'**

The Council adopted the new accounting standard AASB 16 'Leases' for the first time in their 2019–20 financial statements.

AASB 16 changes the way lessees treat operating leases for financial reporting. With a few exceptions, operating leases will now be recorded in the Statement of Financial Position as a right-of-use asset, with a corresponding lease liability.

AASB 16 results in lessees recording more assets and liabilities in the Statement of Financial Position and changes the timing and pattern of expenses recorded in the Income Statement.

The Council recognised right-of-use assets of \$70,000 and lease liabilities of \$70,000 at 1 July 2019 on adoption of AASB 16.

The Council disclosed the impact of adopting AASB 16 in Note 15.

### **Legislative compliance**

My audit procedures did not identify any instances of non-compliance with legislative requirements 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.

The Council's:

- accounting records were maintained in a manner and form that facilitated the preparation and the effective audit of the general purpose financial statements
- staff provided all accounting records and information relevant to the audit.



Manuel Moncada  
Delegate of the Auditor-General for New South Wales

cc: Hein Basson, General Manager  
Jim Betts, Secretary of the Department of Planning, Industry and Environment

# Coonamble Shire Council

SPECIAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2020

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# Special Purpose Financial Statements

for the year ended 30 June 2020

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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).

## Coonamble Shire Council

### Special Purpose Financial Statements

for the year ended 30 June 2020

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

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

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

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

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

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

Signed in accordance with a resolution of Council made on 09 September 2020.



Al Karanouh  
Mayor  
09 September 2020



Bill Fisher  
Councillor  
09 September 2020



Hein Basson  
General Manager  
09 September 2020



Bruce Quarmby  
Responsible Accounting Officer  
09 September 2020

# Income Statement – Water Supply Business Activity

for the year ended 30 June 2020

	2020 \$ '000	2019 \$ '000
<b>Income from continuing operations</b>		
Access charges	594	591
User charges	771	1,026
Fees	1	–
Interest	60	102
Grants and contributions provided for non-capital purposes	166	12
Other income	19	35
<b>Total income from continuing operations</b>	<b>1,611</b>	<b>1,766</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	241	284
Materials and contracts	837	705
Depreciation, amortisation and impairment	388	247
Water purchase charges	13	194
Loss on sale of assets	61	44
<b>Total expenses from continuing operations</b>	<b>1,540</b>	<b>1,474</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>71</b>	<b>292</b>
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>71</b>	<b>292</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>71</b>	<b>292</b>
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(20)	(80)
<b>SURPLUS (DEFICIT) AFTER TAX</b>	<b>51</b>	<b>212</b>
<b>Plus accumulated surplus</b>	<b>14,114</b>	<b>13,822</b>
<b>Plus adjustments for amounts unpaid:</b>		
– Corporate taxation equivalent	20	80
<b>Closing accumulated surplus</b>	<b>14,185</b>	<b>14,114</b>
<b>Return on capital %</b>	<b>0.4%</b>	<b>1.6%</b>
<b>Subsidy from Council</b>	<b>89</b>	<b>–</b>
<b>Calculation of dividend payable:</b>		
Surplus (deficit) after tax	51	212
<b>Surplus for dividend calculation purposes</b>	<b>51</b>	<b>212</b>
<b>Potential dividend calculated from surplus</b>	<b>26</b>	<b>106</b>

## Income Statement – Sewerage Business Activity

for the year ended 30 June 2020

	2020 \$ '000	2019 \$ '000
<b>Income from continuing operations</b>		
Access charges	684	661
User charges	119	148
Interest	77	152
Grants and contributions provided for non-capital purposes	21	11
Other income	4	—
<b>Total income from continuing operations</b>	<b>905</b>	<b>972</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	217	174
Materials and contracts	364	282
Depreciation, amortisation and impairment	309	376
Loss on sale of assets	10	79
Other expenses	11	—
<b>Total expenses from continuing operations</b>	<b>911</b>	<b>911</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>(6)</b>	<b>61</b>
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>(6)</b>	<b>61</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>(6)</b>	<b>61</b>
Less: corporate taxation equivalent (27.5%) [based on result before capital]	—	(17)
<b>SURPLUS (DEFICIT) AFTER TAX</b>	<b>(6)</b>	<b>44</b>
<b>Plus accumulated surplus</b>	<b>12,498</b>	<b>12,437</b>
<b>Plus adjustments for amounts unpaid:</b>		
– Corporate taxation equivalent	—	17
<b>Closing accumulated surplus</b>	<b>12,492</b>	<b>12,498</b>
<b>Return on capital %</b>	<b>0.0%</b>	<b>0.5%</b>
<b>Subsidy from Council</b>	<b>119</b>	<b>106</b>
<b>Calculation of dividend payable:</b>		
Surplus (deficit) after tax	(6)	44
<b>Surplus for dividend calculation purposes</b>	<b>—</b>	<b>44</b>
<b>Potential dividend calculated from surplus</b>	<b>—</b>	<b>22</b>

# Income Statement – Quarry

for the year ended 30 June 2020

	2020 Category 2 \$ '000	2019 Category 2 \$ '000
<b>Income from continuing operations</b>		
User charges	1,813	2,227
Other income	330	–
<b>Total income from continuing operations</b>	<b>2,143</b>	<b>2,227</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	329	471
Materials and contracts	1,032	1,486
Depreciation, amortisation and impairment	231	254
<b>Total expenses from continuing operations</b>	<b>1,592</b>	<b>2,211</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>551</b>	<b>16</b>
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>551</b>	<b>16</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>551</b>	<b>16</b>
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(152)	(4)
<b>SURPLUS (DEFICIT) AFTER TAX</b>	<b>399</b>	<b>12</b>
<b>Plus accumulated surplus</b>	<b>6,178</b>	<b>6,162</b>
<b>Plus adjustments for amounts unpaid:</b>		
– Corporate taxation equivalent	152	4
<b>Closing accumulated surplus</b>	<b>6,729</b>	<b>6,178</b>
<b>Return on capital %</b>	<b>38.7%</b>	<b>0.9%</b>
<b>Subsidy from Council</b>	<b>–</b>	<b>8</b>

## Statement of Financial Position – Water Supply Business Activity

as at 30 June 2020

	2020 \$ '000	2019 \$ '000
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	210	2,704
Investments	2,530	–
Receivables	447	387
<b>Total current assets</b>	<b>3,187</b>	<b>3,091</b>
<b>Non-current assets</b>		
Receivables	115	–
Infrastructure, property, plant and equipment	18,140	18,091
<b>Total non-current assets</b>	<b>18,255</b>	<b>18,091</b>
<b>TOTAL ASSETS</b>	<b>21,442</b>	<b>21,182</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Payables	29	25
Income received in advance	64	47
<b>Total current liabilities</b>	<b>93</b>	<b>72</b>
<b>TOTAL LIABILITIES</b>	<b>93</b>	<b>72</b>
<b>NET ASSETS</b>	<b>21,349</b>	<b>21,110</b>
<b>EQUITY</b>		
Accumulated surplus	14,185	14,114
Revaluation reserves	7,164	6,996
<b>TOTAL EQUITY</b>	<b>21,349</b>	<b>21,110</b>



## Statement of Financial Position – Sewerage Business Activity

as at 30 June 2020

	2020 \$ '000	2019 \$ '000
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	1,522	5,751
Investments	4,131	–
Receivables	181	147
<b>Total current assets</b>	<b>5,834</b>	<b>5,898</b>
<b>Non-current assets</b>		
Infrastructure, property, plant and equipment	12,845	12,643
<b>Total non-current assets</b>	<b>12,845</b>	<b>12,643</b>
<b>TOTAL ASSETS</b>	<b>18,679</b>	<b>18,541</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Payables	103	76
<b>Total current liabilities</b>	<b>103</b>	<b>76</b>
<b>TOTAL LIABILITIES</b>	<b>103</b>	<b>76</b>
<b>NET ASSETS</b>	<b>18,576</b>	<b>18,465</b>
<b>EQUITY</b>		
Accumulated surplus	12,492	12,498
Revaluation reserves	6,084	5,967
<b>TOTAL EQUITY</b>	<b>18,576</b>	<b>18,465</b>

## Statement of Financial Position – Quarry

as at 30 June 2020

	2020 Category 2 \$ '000	2019 Category 2 \$ '000
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	4,525	3,909
Receivables	164	94
Inventories	660	333
<b>Total current assets</b>	<b>5,349</b>	<b>4,336</b>
<b>Non-current assets</b>		
Infrastructure, property, plant and equipment	1,423	1,856
<b>Total non-current assets</b>	<b>1,423</b>	<b>1,856</b>
<b>TOTAL ASSETS</b>	<b>6,772</b>	<b>6,192</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Payables	43	14
<b>Total current liabilities</b>	<b>43</b>	<b>14</b>
<b>TOTAL LIABILITIES</b>	<b>43</b>	<b>14</b>
<b>NET ASSETS</b>	<b>6,729</b>	<b>6,178</b>
<b>EQUITY</b>		
Accumulated surplus	6,729	6,178
<b>TOTAL EQUITY</b>	<b>6,729</b>	<b>6,178</b>

## Notes to the Special Purpose Financial Statements for the year ended 30 June 2020

### Note 1. Significant Accounting Policies

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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 2093 (NSW), the *Local Government (General) Regulation 2005*, 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, current values 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, return 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)

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.

## Notes to the Special Purpose Financial Statements for the year ended 30 June 2020

### Note 1. Significant Accounting Policies (continued)

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#### Monetary amounts

Amounts shown in the financial statements are in Australian dollars and rounded to the nearest one thousand dollars.

#### (i) 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 – **27.5%**

Land tax – the first \$692,000 of combined land values attracts **0%**. For the combined land values in excess of \$692,001 up to \$4,231,000 the rate is **1.6% + \$100**. For the remaining combined land value that exceeds \$4,231,000 a premium marginal rate of **2.0%** applies.

Payroll tax – **5.45%** on the value of taxable salaries and wages in excess of \$850,000.

In accordance with the Department of Industry (DoI) – Water guidelines, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the DoI – Water guidelines as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the *Local Government Act, 1993*.

Achievement of substantial compliance to the DoI – Water guidelines is not a prerequisite for the payment of the tax equivalent charges, however the payment must not exceed \$3 per assessment.

#### Income tax

An income tax equivalent has been applied on the profits of the business activities.

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

Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 27.5%.

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

Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 27.5% is/is not the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

#### Local government rates and charges

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

## Notes to the Special Purpose Financial Statements for the year ended 30 June 2020

### Note 1. Significant Accounting Policies (continued)

#### 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.

#### (ii) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed.

Subsidies occur when 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 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 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'.

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

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

The rate of return is calculated as follows:

**Operating result before capital income + interest expense**

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**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 0.88% at 30/6/20.

#### (iv) Dividends

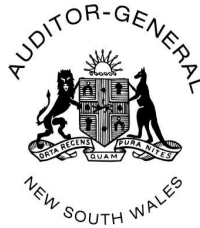
Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

Local government water supply and sewerage businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus.

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 2020 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

#### Coonamble Shire Council

To the Councillors of Coonamble Shire Council

### Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Coonamble 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 2020, the Statement of Financial Position of each Declared Business Activity as at 30 June 2020 and Note 1 Significant accounting policies for the Business Activities declared by Council.

The Declared Business Activities of the Council are:

- Water Supply Business Activity
- Sewerage Business Activity
- Quarry.

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 2020, and their financial performance for the year then ended, in accordance with the Australian Accounting Standards described in Note 1 and the Local Government Code of Accounting Practice and Financial Reporting – update number 28 (LG Code).

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

### Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I 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 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 2020 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 Note 1 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](http://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.



Manuel Moncada

Delegate of the Auditor-General for New South Wales

23 November 2020  
SYDNEY

# Coonamble Shire Council

SPECIAL SCHEDULES  
for the year ended 30 June 2020

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Special Schedules  
for the year ended 30 June 2020

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<b>Special Schedules</b>	
Permissible income for general rates	3
Report on Infrastructure Assets - Values	7

## Permissible income for general rates

	Notes	Calculation 2020/21 \$ '000	Calculation 2019/20 \$ '000
<b>Notional general income calculation <sup>1</sup></b>			
Last year notional general income yield	a	4,836	4,711
Plus or minus adjustments <sup>2</sup>	b	(1)	2
<b>Notional general income</b>	c = a + b	<b>4,835</b>	<b>4,713</b>
<b>Permissible income calculation</b>			
Or rate peg percentage	e	2.60%	2.70%
Or plus rate peg amount	i = e x (c + g)	126	127
<b>Sub-total</b>	k = (c + g + h + i + j)	<b>4,961</b>	<b>4,840</b>
Plus (or minus) last year's carry forward total	l	7	5
Less valuation objections claimed in the previous year	m	—	(1)
<b>Sub-total</b>	n = (l + m)	<b>7</b>	<b>4</b>
<b>Total permissible income</b>	o = k + n	<b>4,968</b>	<b>4,844</b>
Less notional general income yield	p	4,982	4,836
<b>Catch-up or (excess) result</b>	q = o - p	<b>(14)</b>	<b>8</b>
Less unused catch-up <sup>4</sup>	s	1	(1)
<b>Carry forward to next year <sup>5</sup></b>	t = q + r + s	<b>(13)</b>	<b>7</b>

**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.
- (4) Unused catch-up amounts will be deducted if they are not caught up within 2 years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for in setting the rates in a future year.
- (5) 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 Local Government Act 1993. 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

#### Coonamble Shire Council

To the Councillors of Coonamble Shire Council

### Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Coonamble Shire Council (the Council) for the year ending 30 June 2021.

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 – update number 28 (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).

I have fulfilled my other ethical responsibilities in accordance with 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 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 2020 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 2020.

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](http://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.

A handwritten signature in black ink, appearing to read 'Manuel Moncada', with a stylized flourish extending from the end.

Manuel Moncada

Delegate of the Auditor-General for New South Wales

23 November 2020  
SYDNEY

# Report on Infrastructure Assets

as at 30 June 2020

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	2019/20 Required maintenance <sup>a</sup>	2019/20 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
(a) Report on Infrastructure Assets - Values												
Buildings	Buildings	1,009	2,724	295	149	20,731	31,852	6.0%	18.3%	48.0%	27.7%	0.0%
	Sub-total	1,009	2,724	295	149	20,731	31,852	6.0%	18.3%	48.0%	27.7%	0.0%
Other structures	Other structures	901	1,841	102	108	13,025	19,509	9.5%	17.4%	51.6%	21.5%	0.0%
	Sub-total	901	1,841	102	108	13,025	19,509	9.5%	17.4%	51.6%	21.5%	0.0%
Roads	Sealed roads	1,744	10,955	595	736	84,437	127,351	18.0%	73.4%	6.7%	0.6%	1.4%
	Unsealed roads	3,939	8,070	895	1,563	92,278	111,930	7.2%	9.7%	82.8%	0.4%	0.0%
	Bridges	—	—	25	2	22,125	25,901	71.8%	28.2%	0.0%	0.0%	0.0%
	Footpaths	4	62	90	151	1,340	1,814	70.2%	28.6%	1.2%	0.0%	0.0%
	Bulk earthworks	—	—	5	13	6,640	6,640	0.0%	0.0%	0.0%	0.0%	100.0%
	Other	22	156	10	—	5,541	246,557	46.7%	29.5%	21.0%	2.5%	0.4%
	Sub-total	5,709	19,243	1,620	2,465	212,361	520,193	31.9%	35.5%	29.4%	1.4%	1.8%
Water supply network	Water supply network	220	440	260	514	18,140	26,079	35.0%	5.0%	60.0%	0.0%	0.0%
	Sub-total	220	440	260	514	18,140	26,079	35.0%	5.0%	60.0%	0.0%	0.0%
Sewerage network	Sewerage network	160	320	222	482	12,771	28,442	35.0%	5.0%	60.0%	0.0%	0.0%
	Sub-total	160	320	222	482	12,771	28,442	35.0%	5.0%	60.0%	0.0%	0.0%
Stormwater drainage	Stormwater drainage	62	179	20	3	7,582	12,013	1.7%	7.6%	87.8%	0.6%	2.3%
	Sub-total	62	179	20	3	7,582	12,013	1.7%	7.6%	87.8%	0.6%	2.3%
Other infrastructure assets	Land Improvements	—	—	8	52	891	1,000	0.0%	100.0%	0.0%	0.0%	0.0%
	Sub-total	—	—	8	52	891	1,000	0.0%	100.0%	0.0%	0.0%	0.0%
TOTAL - ALL ASSETS		8,061	24,747	2,527	3,773	285,501	639,088	29.6%	31.1%	34.7%	3.2%	1.5%

(a) Required maintenance is the amount identified in Council's asset management plans.

## Report on Infrastructure Assets - Values (continued)

as at 30 June 2020

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### Infrastructure asset condition assessment 'key'

1	<b>Excellent/very good</b>	No work required (normal maintenance)
2	<b>Good</b>	Only minor maintenance work required
3	<b>Satisfactory</b>	Maintenance work required
4	<b>Poor</b>	Renewal required
5	<b>Very poor</b>	Urgent renewal/upgrading required

## Report on Infrastructure Assets (continued)

as at 30 June 2020

\$ '000	Amounts 2020	Indicator 2020	Prior periods 20192018		Benchmark
Infrastructure asset performance indicators (consolidated) *					
Buildings and infrastructure renewals ratio <sup>1</sup>					
Asset renewals <sup>2</sup>	2,696	50.61%	172.25%	113.25%	>=100.00%
Depreciation, amortisation and impairment	5,327				
Infrastructure backlog ratio <sup>1</sup>					
Estimated cost to bring assets to a satisfactory standard	8,061	2.83%	2.77%	0.80%	<2.00%
Net carrying amount of infrastructure assets	284,610				
Asset maintenance ratio					
Actual asset maintenance	3,773	149.31%	124.41%	172.40%	>100.00%
Required asset maintenance	2,527				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	24,747	3.87%	2.04%	0.62%	
Gross replacement cost	639,088				

(\*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Excludes Work In Progress (WIP)

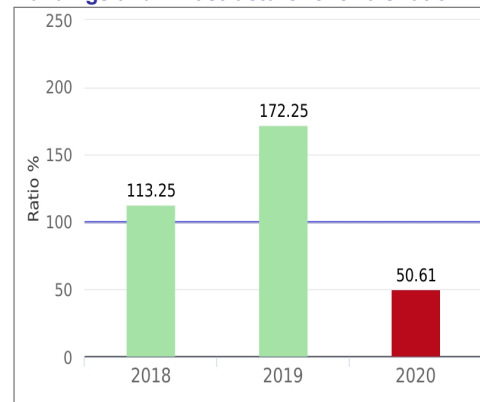
(2) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.



## Report on Infrastructure Assets (continued)

as at 30 June 2020

## Buildings and infrastructure renewals ratio



## Buildings and infrastructure renewals ratio

To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.

## Commentary on result

19/20 ratio 50.61%

Due to a combination of COVID-19 and the prevailing climatic conditions experienced throughout the later half of the year Council's delivery of its infrastructure renewal program was detrimentally impacted, with some projects delayed and others postponed. Plans have been put in place for the 2020-21 year to bring the renewal up to the benchmark.

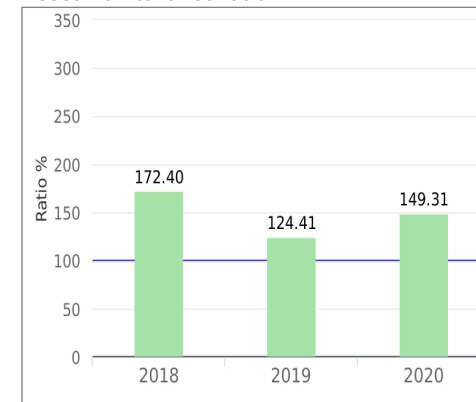
Benchmark: —  $\geq 100.00\%$ 

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio is outside benchmark

## Asset maintenance ratio



## Asset maintenance ratio

Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the infrastructure backlog growing.

## Commentary on result

19/20 ratio 149.31%

Council continues to sufficiently fund the maintenance of its assets ensuring assets conditions are maintained in a satisfactory condition.

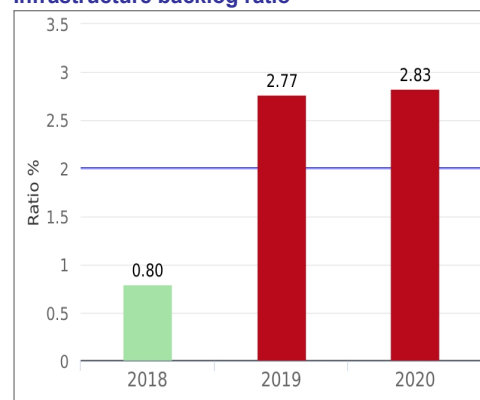
Benchmark: —  $> 100.00\%$ 

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio is outside benchmark

## Infrastructure backlog ratio



## Infrastructure backlog ratio

This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.

## Commentary on result

19/20 ratio 2.83%

Council's Infrastructure backlog ratio has increased slightly from the 2019 result. During the 2020/21 year Council will review its building and infrastructure renewals program to work towards bringing this ratio under the agreed benchmark.

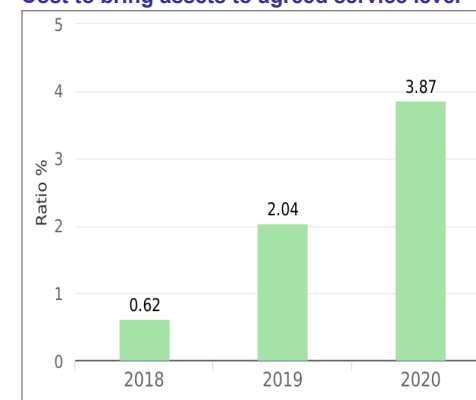
Benchmark: —  $< 2.00\%$ 

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio is outside benchmark

## Cost to bring assets to agreed service level



## Cost to bring assets to agreed service level

This ratio provides a snapshot of the proportion of outstanding renewal works compared to the total value of assets under Council's care and stewardship.

## Commentary on result

19/20 ratio 3.87%

Due to the communities expectation of higher levels of service from Council assets that this ratio is indeed higher than Councils infrastructure backlog ratio. During the 2020/21 year Council will review its building and infrastructure renewals program to work towards improving this ratio.

## Report on Infrastructure Assets (continued)

as at 30 June 2020

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2020	2019	2020	2019	2020	2019	
Infrastructure asset performance indicators (by fund)							
Buildings and infrastructure renewals ratio <sup>1</sup>							
Asset renewals <sup>2</sup>							
Depreciation, amortisation and impairment	49.33%	177.95%	85.05%	174.49%	26.54%	113.60%	>=100.00%
Infrastructure backlog ratio <sup>1</sup>							
Estimated cost to bring assets to a satisfactory standard							
Net carrying amount of infrastructure assets	3.03%	2.96%	1.21%	1.22%	1.25%	1.27%	<2.00%
Asset maintenance ratio							
Actual asset maintenance							
Required asset maintenance	135.79%	99.56%	197.69%	245.05%	217.12%	349.06%	>100.00%
Cost to bring assets to agreed service level							
Estimated cost to bring assets to an agreed service level set by Council							
Gross replacement cost	4.10%	2.25%	1.69%	0.86%	1.13%	0.57%	

(1) Excludes Work In Progress (WIP)

(2) 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.

## Section 6 State of the Environment

# State of the Environment Snapshot

A State of the Environment (SoE) Report is an important management tool which aims to provide the community and Local Council with information on the condition of the environment in the local area to assist in decision-making.

Since 2007, the Councils of the Greater Central West Region of NSW (see map) have joined to produce Regional SoE Reports as part of Council reporting requirements.

Changes to NSW legislation mean that Councils are no longer required to produce SoE Reports each year, but only once every four years, in the year of the Council election. However, the participating Councils have decided to continue reporting on an annual basis so that they can provide a detailed Regional SoE report that covers trends in the intervening years.

This is a brief snapshot of data for the Coonamble Local Government Area across a range of environmental indicators as shown in the tables below. The tables provide an understanding of trends by comparing this year's data with an average of previous years.

## Highlights

- ↑ The number of Erosion & Sediment Control complaints received by Council decreased from last year.
- ↓ The annual consumption of water from the metered supply was at its highest level in the past four years.
- ↑ There was a significant decrease in the amount of waste entombed at primary landfill in comparison with past three years.
- ↓ The volume of material recycled in the Coonamble Local Government Area decreased from last year but was greater than the previous two years.
- ↑ Council's use of office paper dramatically declined from the three previous years.

## Land

Issue	Indicator	2014-15	2015-16	2016-17	2017-18	Trend
Contamination	Contaminated land sites - Contaminated Land Register (number)	0	0	0	0	→
	Contaminated land sites - potentially contaminated sites (number)	11	15	15	15	↓
	Contaminated sites rehabilitated (number)		0		0	→
Erosion	Erosion affected land rehabilitated (ha)		0		0	→
Land use planning and management	Number of development consents and building approvals	46	29		41	↓
	Landuse conflict complaints (number)		0		0	→
	Loss of primary agricultural land through rezoning (ha)		0		0	→
Minerals & Petroleum	Number of mining and exploration titles	12	12	12	5	↑
	Area covered by mining and exploration titles (ha)		465K	459K	456K	↑

↑ improvement      → no or little change      ↓ worsening trend

Note - the trend is based on comparing the average of the previous three years of reporting

# Biodiversity

Issue	Indicator	2014-15	2015-16	2016-17	2017-18	Trend
Habitat Loss	Total Area in the National Parks Estate (ha)	31,429	31,429	31,429	31,429	→
	Total Area of State Forests (ha)	17,846	17,849	17,861	17,861	→
	Total Area Protected in Wildlife Refuges (ha)	0	0	0	0	→
	Area protected in conservation reserves & under voluntary conservation agreements (ha)	184	184	184	184	→
	Extent of Traveling Stock Reserves in LGA (ha)		14,824	15,489	15,489	→
	Proportion of Council reserves that is bushland/remnant vegetation	0%	0%	0%	0%	→
	Habitat areas revegetated (ha)	0	0	0		
	Roadside vegetation management plan	Yes	Yes	Yes	Yes	→
	Roadside vegetation rehabilitated (ha)	0	0	0	0	→
Threatened Species	Threatened species actions implemented (e.g. PAS, recovery plans) (number)	0	0	0		
	Fish restocking activities: native species (number)	0	5,000	0	0	↓
Noxious weeds and feral animals	Fish restocking activities: non-native species (number)	0	0	0	0	→
	Number of declared noxious weeds	98	112	91	91	↑
	Invasive species (listed noxious or WONS) under active management (number)	0	0	0	0	→

# Water and Waterways

Issue	Indicator	2014-15	2015-16	2016-17	2017-18	Trend
Surface & Ground Water Quality	Average salinity levels in selected streams (EC)	267	331	187		
	E.coli remote from wastewater treatment plants (per 100ml)		170	168	168	↑
Riparian	Riparian vegetation recovery actions (number)	0	0	0	0	→
	Riparian vegetation recovery area (ha)	0	0	0	0	→
Industrial/ Agricultural Pollution	Load Based Licencing Volume (kg)	0	0	0	0	→
	Exceedances of license discharge consent recorded (number)	0	0	0	0	→
	Erosion & Sediment Control complaints received by Council (number)	3	11	11	4	↑
Stormwater Pollution	Number of gross pollutant traps installed	1	1	1	1	→
	Total catchment area of GPTs (ha)	2	2	3	3	↑
	Water pollution complaints (number)	3	0	0	0	↑
Town Water Quality	Number of instances drinking water guidelines not met	2	34	30	23	↓
	Number of drinking water complaints	10	8	8	5	↑
Water extraction	Number of Water Supply Work Approvals from surface water sources	68	61	64		
	Volume of surface water permissible for extraction under licences (GL)	4.8	4.9	5.2		
	Number of Water Supply Work Approvals from groundwater resources	672	676	676		
	Volume of groundwater permissible for extraction under licences (GL)	2	2	2		
	Actual volume extracted through groundwater licences (GL)	1.2	1.3			
Council water consumption	Area of irrigated Council managed parks, sportsgrounds, public open space (ha)	18	18	18	18	→
	Water used by council for irrigation (including treated and untreated) (ML)	12	14	13	13	→
Town water consumption	Annual metered supply (ML)	820	920	919	924	↓
	Annual consumption (Total from WTP) (ML)	780	1,162	1,158		
	Average annual household mains potable water usage (kL)	79.1	92.9	94.5		
	Average level of water restrictions implemented	0.0	0.0	0.0	0.0	→
	Water conservation programs (number)	0	0	0	0	→

# Towards Sustainability

Issue	Indicator	2014-15	2015-16	2016-17	2017-18	Trend
Waste Generation	Total waste entombed at primary landfill (tonnes)	4,200	4,800	4,803	1,600	↑
	Total waste entombed at other landfills (exc recyclables) (tonnes)	550	236	233	0	↑
	Average total waste generated per person (tonnes)	1	1.18	1.20	0.39	↑
	Average cost of waste service per residential household	\$315	\$320	\$325	\$287	↑
Hazardous/Liquid Waste	DrumMuster collections (number of drums)	1,343	2,347	2,006	1,316	↓
	Household Hazardous Wastes collected (kg)	0	0	607	0	↓
Reduce	Garden organics collected (diverted from landfill) (tonnes)	1,777	1,877	1,305	0	↓
	E-Waste collected (diverted from landfill) (tonnes)	0	0	0	0	→
Recycle	Volume of material recycled (tonnes)	230	189	605	301	↓
	Volume of material recycled per person (kg)	54	44	144	74	↓
Littering and illegal dumping	Number of illegal waste disposal complaints to Council	12	6	7	9	↓
Engineering, Infrastructure and Civil Works	New road construction (km)	0	0	0	0	→
	Road upgrades (km)	25	30	23	18	↑
Risk Management	Flood management plans/ flood mapping - increase in area covered (ha)	0	0	0	0	→
	Hazard reduction burns (number)	0	0	0	0	→
Climate Change Mitigation	Office paper used by Council (A4 & A3 reams)	2,190	2,300	2,308	670	↑
	Council sustainability initiatives (number)	0	0	0	0	→
	Council mitigation initiatives (number)	0	0	0	0	→
Council Greenhouse Gas Emissions	Annual electricity consumption for Council controlled facilities (MWh)				1,735	
	Annual natural gas consumption for Council controlled facilities (Gj)	0	0	0	0	→
	Annual bottled gas consumption for Council controlled facilities (L)	200	200	203	280	↓
	Total fuel consumption (KL)	640	850	225	259	↑
	Proportion of Council's electrical energy demand met from council-owned renewable energy infrastructure	0.0%	0.0%	0.0%	0.0%	→
	Council total operational greenhouse gas emissions (tCO <sub>2</sub> -e/year)	4,584	4,653	5,291	5,256	↓
Community Greenhouse Gas Emissions	Small scale renewable energy uptake (kw installed) (KW)	226	371	426	567	↑
	Number of solar water heaters and heat pumps installed	9	2	2	4	↓

# People and Communities

Issue	Indicator	2014-15	2015-16	2016-17	2017-18	Trend
Active community involvement	Environmental volunteers working on public open space (hrs)	50	50	35	18	↓
	Number of environmental community engagement programs	0	0	0	0	→
	Number of growers markets/local food retailers specialising in local food	0	0	0	1	↑
Indigenous Heritage	Number of Indigenous sites on AHIMS register	198	208	208	212	↑
	Inclusion in DCPs & rural strategies	0	1	1	1	↑
	Extent of liaison with Indigenous communities (self-assessed from 0 = none to 3 = High)	0.0	1.0	1.0	0.0	↓
	Development approvals on listed Indigenous sites	0	0	0	0	→
	Number of Indigenous heritage management actions/responses	0	0	0	0	→
Non-Indigenous Heritage	NSW Heritage Items	1	1	1	1	→
	Locally listed heritage items	45	45	45	45	→
	Actions to protect non-Indigenous heritage (including management plans)	0	0	0	0	→
	Heritage buildings on statutory heritage lists demolished/degraded in past year	0	0	0	0	→
	Heritage buildings on statutory heritage lists renovated/improved in past year	3	0	0	0	↓



## CASE STUDY: Dealing with illegal dumping (Coonamble LGA)

Coonamble Shire Council operates a waste management facility on the western side of Coonamble on the Quambone Road. This is where the refuse for the towns of Coonamble, Gulargambone and Quambone is deposited after weekly collection.

However, as is the case in many shires, illegal dumping is an ongoing problem. In Coonamble this is of particular concern in an area known as the “Back Stock Route” which is situated very close to the township on the eastern side, just over the levee bank and between the levee bank and the Council Common. The overflow from the Warrena Weir flows under a bridge into a creek and the stock route along the creek bed. Water in this creek varies from non-existent in

times of drought to very large volumes in times of flood.

The close proximity to town whilst being hidden from view by the levee bank and tree tops makes this site ideal for illegal dumping. Council spent 24 hours with a back hoe and tip truck collecting rubbish which included household rubbish, dead animals and old fencing.

A scrap metal buyer was also engaged who removed more than ten abandoned vehicles of various ages and stages of decay. This has cleared the watercourse.

Council has placed fallen trees in the watercourse to slow the flow of water when the weir overflows to make for a more prolonged access for wildlife. This ponding or pooling effect is also assisting in the growth of trees which have been planted to help stabilise the banks of the creek.

Council in conjunction with the Castlereagh Macquarie County Council, has sprayed for priority weeds including African Boxthorn, Bathurst burr, Noogoora burr and Prickly pear.

Council is pleased to have removed the dumped rubbish and made the area more habitable for aquatic species and other wildlife.



**COONAMBLE**  
SHIRE COUNCIL

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Coonamble NSW 2829  
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Mailing Address  
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Coonamble Shire Council  
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# Appendices

## Appendix 1: Councillors' Expenses and Facilities Policy 2019-2020



# COONAMBLE

## SHIRE COUNCIL

### **Councillors' Expenses and Facilities Policy 2019/20**

**SECTION 252, LOCAL GOVERNMENT ACT 1993**

## **COUNCILLORS' EXPENSES AND FACILITIES POLICY**

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## **PART 1 – PRELIMINARY**

### **(i) Citation**

This policy is in accordance with the requirements of the Local Government Act 1993 and also the “Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW” (issued by the NSW Department of Local Government), and may be cited as the “Councillors’ Expenses and Facilities Policy”.

### **(ii) Commencement**

This policy was adopted by Council on **14 August 2019 – Minute No 4453**.

### **(iii) Scope**

This policy provides for the payment or reimbursement of expenses and the provision of facilities by Coonamble Shire Council to its Mayor and Councillors. It is also relevant to a Council Administrator, if applicable, and with necessary modifications.

### **(iv) Purpose of the Policy**

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.

### **(v) Policy Objectives**

- To ensure that the fees paid, civic expenses reimbursed and facilities provided to the Mayor, Deputy Mayor and Councillors are appropriate to the importance of the Office and are consistently applied and transparent.
- To ensure that no Councillors suffer hardship by reason of meeting their civic responsibilities as an elected person.
- To adequately reimburse Councillors for expenses incurred in the performance of their duties, including expenses incurred in becoming adequately informed on subjects relevant to their civic duties.

This policy also aims to uphold and demonstrate the following key principles:

**Conduct** – Councillors must act lawfully, honestly and exercise a reasonable degree of care and diligence in carrying out their functions under the Local Government Act or any other Act.

**Participations, equity and access** – the provisions of this policy are non-discriminatory and are to be used in an equitable manner to enable full participation by Councillors from different walks of life. The provisions of the policy shall be at an appropriate level to encourage members of the community, particularly under-represented groups such as those in primary caregiver roles, to seek election to Council by ensuring that they would not be financially or otherwise disadvantaged in undertaking the civic functions of a Councillor

**Accountability and transparency** – the details and range of benefits provided to the Councillors are to be clearly stated, fully transparent and acceptable to the local community.

**Reasonable expenses** – Councillors shall only be reimbursed for expenses reasonably incurred in the performance of their role as a Councillor. Only those entitlements specifically described in this policy shall be provided by Council.

#### **(vi) Reporting Requirements**

Section 428(2)(f) requires a council to include in its Annual Report:

- Council's policy on the provision of facilities for and the payment of expenses to 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.

#### **Additional annual reporting requirements:**

Clause 217 of the Local Government (General) Regulation 2005 requires Councils to include the following, additional reporting information in their annual reports:

- The total cost of expenses and the provision of facilities for the Mayor and all Councillors.
- The cost of the provision of dedicated office equipment allocated to Councillors on a personal basis such as laptop computers, mobile phones, telephones and facsimile machines and internet installed in the Councillors' homes (including line rental and internet access).
- The cost of phone calls including mobiles, home located landlines, facsimile and internet services.
- Spouse/partner/accompanying person expenses
- Conference and seminar expenses
- Training and skill development expenses

- Interstate travel expenses (including subsistence and out-of-pocket expenses)
- Overseas travel expenses (including subsistence and out-of-pocket expenses)
- Care and other related expenses (of dependants to enable a Councillor to undertake his or her civic functions).

**(vii) 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*.

Within five (5) months after the end of each year, a council must adopt a policy concerning the payment of expenses incurred or to be incurred by and the provision of facilities to the Mayor, the Deputy Mayor and the other Councillors in relation to discharging the functions of civic office.

Prior to adoption, public notice must be given and public submission invited for 28 days. Council must then consider all submissions received and make any appropriate changes to the policy.

Within 28 days after adopting a policy or making an amendment to its Councillors' Expenses & Facilities Policy, Council is required to forward the following information to the Director-General of the Department of Local Government:

- A copy of the policy or amendment
- Details of all submissions received during the public exhibition period
- A statement setting out, for each submission, the Council's response to the submission and the reasons for the Council's response
- A copy of the public exhibition notice.

This policy does not provide for:

- The payment of any allowance in the nature of a general expense allowance
- A motor vehicle owned or leased by the Council to be made available for the exclusive or primary use or disposition of a particular Councillor, other than the Mayor
- The use of Councillor expenses to support attendance by Councillors at political fundraising functions.

#### **(viii) Other Government Policy Provisions**

- Department of Local Government – Guidelines for payment of expenses and provision of facilities
- Coonamble Shire Council's Code of Conduct
- Department of Local Government – Circulars to Councils
- Independent Commission Against Corruption (ICAC) publications.

Councillors should be aware of and take account of the Independent Commission Against Corruption (ICAC) publication *No Excuse for Misuse, preventing the misuse of Council resources (Guidelines 2) November 2002*. This publication is available on the ICAC website at [www.icac.nsw.gov.au](http://www.icac.nsw.gov.au)

#### **(ix) Councillors' & Mayor's Monthly Allowance**

An annual fee is paid to each Councillor by Council. The fee is the amount fixed by Council under division 5 of part 2 of chapter 9 of the Local Government Act in accordance with the appropriate determination of the Local Government Remuneration Tribunal.

The setting and payment of Councillor annual fees does not fall within the scope of this policy.

#### **(x) Claims for Reimbursement of Expenses & Approval Process**

Claims for reimbursement of expenses under this policy shall be submitted within the financial year in which they were incurred or within three (3) months of incurring the expense(s), whichever is the later.

Claims shall be submitted to the General Manager or delegate and shall be accompanied by the reimbursement form attached to this policy. Tax invoices and receipts are to be supplied when available to support claims.

Reimbursement of significant or potentially contentious expenses under this policy will require prior approval at an Ordinary Council Meeting. Less significant expenses will require approval by the Mayor and the General Manager, or in the case of the Mayor's expenses, the Deputy Mayor and the General Manager (to avoid any one person being the sole decision maker with respect to reimbursements).

Claims for travelling expenses under this policy shall include details of:

- The date and place of departure
- The date and place of arrival

- Distance travelled
- Fares and parking fees paid
- The amount claimed as travelling allowances
- Total amount of claim.

The rate of calculation of the amount payable for travel in a Councillor's own car shall be the rate payable for claims by staff under the Local Government (State) Award (or any document that succeeds that Award).

Council shall, where possible, pay expenses directly by account.

Should a determination be made that a claim should not be paid, the General Manager shall explain such decision to the Councillors and should the Councillor still believe that the claim should be paid, in part or in full, it shall be considered that a dispute exists.

In the event of a dispute at any time regarding this policy, the parties to the dispute shall provide a written report on the nature of the dispute. The General Manager shall submit such reports to the next meeting of Council to have the dispute determined by a resolution of Council having regard to this policy, the Act and any other relevant law. The decision of Council shall be binding on all parties.

#### **(xi) Payments in Advance**

Councillors may request payment in advance in anticipation of expenses to be incurred in attending conferences, seminars and training courses. However, Councillors must fully reconcile all expenses against the cost of the advance.

Within three (3) weeks of incurring the cost and/or returning home the Councillor shall submit the details to the General Manager for verification and pay back to Council any unspent money. The maximum value of a cash advance for attending conferences, seminars and training courses is \$100 per day, subject to a period of stay not exceeding the period for the conference, seminar or training course or authorised business plus one day each way for travelling.

#### **(xii) Monetary Limits**

The monetary limits prescribed in this policy set out the maximum amount that is payable in respect of any facility or expense. Any additional cost incurred by a Councillor in excess of any limit set shall be considered a personal expense that is the responsibility of the Councillor. All monetary amounts stated are exclusive of GST.



**(xiii) Accompanying Persons Expenses**

Expenses of a Mayor or Councillor's spouse/partner and accompanying persons shall be met by Council in the following circumstances:

- a) where the reasonable expenses of the spouse/partner have been met by the Mayor/Councillor; and
- b) the Mayor's/Councillor's spouse/partner has been officially invited to and has accompanied the Mayor/Councillor to a function/event; and
- c) the function relates to the discharge of the civic functions of the Mayor/Councillor; and
- d) the attendance of the Mayor's/Councillor's spouse/partner/accompanying person at the function(s) is considered reasonable necessary or appropriate in order for the Mayor/Councillor to fulfil his/her statutory role (e.g. where the Mayor/Councillor is hosting a reception or the attendance of the Mayor/Councillor and his/her spouse/partner/accompanying person as official guests at a local function to which guests are invited with their respective spouses/partners/accompanying person and the Councillor is representing the Council at the function.

This reimbursement does not extend to functions where the attendance of the Councillor's spouse, partner or accompanying person may be convenient, but could not be properly seen as relating to the discharge of functions of civic office (e.g. attendance at seminars, conferences and the like, with the exception of the Annual Conference of Local Government NSW).

The payment for spouses, partners and accompanying persons for attending appropriate functions (as detailed above) will be confined specifically to the ticket, meal and/or the direct cost of attending the function.

Limited expenses of spouses, partners or accompanying persons associated with attendance at Local Government NSW Annual Conference will be met by Council. These expenses are limited to the cost of registration and the official Conference dinner. Travel expenses and the cost of partner/accompanying person tours etc. are the personal responsibility of individual Councillors.

**(xiv) Provision of Facilities Generally**

Unless otherwise stated, where a facility may be provided by Council in accordance with this policy and a Councillor chooses to accept the facility, it shall be provided by Council with all establishment, routine maintenance, operating, training, replacement and insurance costs being met by Council, subject to any limits specified and adequate funds being allocated and available in Council's adopted operational plan and budget.

**(xv) Dispute Resolution**

Where possible, approval is to be sought and gained prior to reimbursable expenses under this policy being incurred, and a pre-approved limit be advised if requested.

In the event of a dispute as to the reimbursement of expenses or the availability of facilities under this policy, the Mayor and General Manager jointly, will make a decision on the matter in dispute. If a dispute exists with the Mayor, the Deputy Mayor and the General Manager jointly will make a decision on the matter in dispute.

If any matter is still in dispute after the joint decision of the Mayor/Deputy Mayor and General Manager, then the matter in question will be referred to a full Council Meeting for determination.

## **PART 2 – TRAINING & DEVELOPMENT, CONFERENCES, SEMINARS & VISITATIONS**

### **(i) Training & Development, Conference and Seminars within NSW**

Council encourages and supports the skills development of Councillors and educational courses that are directly related to Councillors' civic functions and responsibilities in order that Councillors have the resources needed to understand and undertake their role effectively and to facilitate continuing professional development opportunities.

- Councillors may attend conferences, seminars, targeted Councillor training courses.
- Approval to attend conferences, seminars, targeted Councillor training courses, and accredited training and education courses within NSW must be approved by Council.
- The Mayor and Councillors may attend conferences, seminars and accredited courses outside NSW only with approval of the Council and shall submit a written request for this purpose stating the reasons why he or she wishes to attend and what benefits it will bring to the Council.
- Further, all Councillors are eligible to attend the Annual Conference of Local Government NSW and all female Councillors are eligible to attend the Annual Australian Local Government Women's Association NSW Branch Conference.
- The council will pay all normal registration costs which are charged by organisers including the cost of related official luncheons, dinners and tours which are relevant to the interest of the Council or assist Councillors to discharge the functions of their civic office.
- If a private motor vehicle is used, the "mileage" allowance will be paid at the then current rate set by the NSW Local Government (State) Award.
- Costs of vehicle hire and/or taxi fares which are reasonably incurred while attending conferences will be reimbursed by the Council.
- Reasonable accommodation costs, including the night before and/or after the conference where this is necessary, will be met by the Council for conferences and seminars.
- Reasonable business out-of-pocket expenses will be reimbursed for costs associated with attending the conference, seminar, meeting or function. Reasonable out-of-pocket expenses will be limited to: parking fees; taxi fares; meals not included in the conference program and the reasonable cost of drinks accompanying a meal. Council will not meet the cost of

laundry or the cost incurred for the use of a bar-fridge in a hotel room. This expense is subject to a reimbursement limit of \$100 per Councillor per day.

- Where the attendee is accompanied by his or her spouse/partner, the Council will not pay for any cost supplement involved in the accommodation. All costs for the spouse/partner (including travel, tours, meals, etc.) are to be borne by the attendee.

## **(ii) Interstate & Overseas Travel**

Council will pay the same expenses as detailed above (for conferences within NSW) for Councillors travelling interstate and overseas on Council business only if Council resolved (at a meeting of the full Council) that such travel be undertaken.

Council reports in relation to overseas travel are to indicate:

- The total cost of the travel and a break-down of the total cost into the following areas – transport, accommodation and out-of-pocket reimbursement of expenses per person (including any amounts expected to be reimbursed by participants).
- Who is to take part in the travel.
- The length of the stay overseas.
- The purpose of the travel and the objectives to be achieved in undertaking the travel, including an explanation of what community benefits are expected as a result of the travel.
- Where exceptional cases arise for overseas travel (i.e. the travel has not been documented in Council's adopted Operational Plan) and travel has to be undertaken at short notice, the report to the Council will include why the travel is considered to be exceptional.

If the trip is to be sponsored by private enterprise, ICAC guidelines and reporting structures shall be followed.

Incidental conference, seminar and visitation expenses include telephone and facsimile calls, refreshments, internet charges, laundry and dry cleaning, newspapers, taxi fares and parking fees and meals not included in any conference/seminar program. This expense is subject to a reimbursement limit of \$100 Councillor per day.

**(iii) Sister City Travel Expenses**

Any visitations to and travel and accommodation costs associated with sister city arrangements by Coonamble Councillors must be approved by a Council Meeting prior to acceptance of any invitations and any gifts or benefits associated with such visits. Both parties shall show full regard to the requirements of both Councils' Codes of Conduct

## **PART 3 – PROVISION OF FACILITIES & SPECIFIC EXPENSES FOR COUNCILLORS**

In addition to the Councillor's Fee (Allowance) set by Council annually following determination by the Remuneration Tribunal, Councillors are entitled to receive:

### **(i) Equipment & Other Items not required to be Returned**

- (i) Stationery items limited to letterheads, business cards (bearing coloured personal photographs if requested), "With Compliments" slips and envelopes for use on Council business. This expense is subject to a limit of \$20 per Councillor per year.
- (ii) The cost of postage associated with mail sent by Councillors in the course of carrying out their civic duties, to their constituents will be borne by the Council to a maximum of \$100 per Councillor per annum.
- (iii) Councillors' name badges.
- (iv) Secretarial support when required on Council matters.
- (v) Meals and refreshments following meetings of Council and its Committees – as arranged by the General Manager in accordance with budgetary limits.
- (vi) Access to Council's Policy Register and other necessary codes required for reference purposes.
- (vii) Councillors may be reimbursed for the reasonable cost of carer arrangements, including childcare expenses and the care of elderly, disabled and/or sick immediate family members of Councillors, to allow Councillors to undertake their Council business obligations (including attending Council or Committee meetings), subject to a limit of \$50 per Councillor per month.
- (viii) A telephone allowance of up to \$20 per Councillor per month, subject to documentary evidence of Council business use.

All equipment remains the property of Council and is returnable on a Councillor ceasing to hold office.

## **PART 4 – PROVISION OF ADDITIONAL FACILITIES & SPECIFIC EXPENSES FOR THE MAYOR**

In addition to the benefits provided to Councillors, the Mayor is entitled to a Mayoral Fee (Allowance), which is set by Council annually following determination by the Remuneration Tribunal and:

### **(i) Equipment and Other Items Not Returnable**

- (i) Mayoral name badges
- (ii) Secretarial services provided from within Council.
- (iii) Reimbursement for reasonable expenses incurred by the Mayor in attending functions or performing duties in the role of Mayor.

### **(ii) Equipment and Other Items Required to be Returned**

- (i) Lease back of the Council's Mayoral vehicle (which is fully serviced and maintained by Council) and including the provision of a fuel card for the Council vehicle. Standard class vehicle shall be a Holden sedan or equivalent, with conditions of use being generally in accordance with Council's Lease Back Agreement. Copy attached.
- (ii) Use of the Mayoral Chain of Office while acting in the official capacity of Mayor.

### **(iii) Provision of Office for Mayor**

The Mayor shall be provided with an office for the performance of official duties relating to the business of Council.

The Mayor shall have the amount of the lease back for the vehicle, as determined by Council when setting fees & charges, deducted from the monthly Councillor/Mayoral Allowance.

## **PART 5 – LIMITATION ON SPECIFIC EXPENSES FOR THE MAYOR AND COUNCILLORS**

### **(i) General Travel Arrangements**

All travel by Councillors should be undertaken by utilising the most direct route and the most practicable and economical mode of transport subject to any personal medical considerations.

The driver of any vehicle (including the Mayor and Councillors) is personally responsible for all traffic and parking fines incurred while travelling in private or Council vehicles on Council business.

The reimbursement of travel expenses includes associated other costs, such as parking and road tolls.

### **(ii) Private Use of Equipment and Facilities**

The fees payable under this policy shall be reduced by an amount representing the private benefit to the Mayor or a Councillor of a facility provided by the Council to the Mayor or Councillor.

Councillors should not obtain private benefit from the provision of equipment and facilities, nor from travel bonuses such as 'frequent flyer' schemes or any other such loyalty program. However it is acknowledged that incidental use of Council equipment and facilities may occur from time to time. Such incidental private use is not subject to a compensatory payment.

Where more substantial private use has occurred the Councillor must reimburse Council for the actual cost to Council of the private use in question.

Equipment, facilities and services provided under this policy shall not be used to produce election material or for any other political purposes.

The distribution, dissemination or publication, using any Council resources, of any Council newsletter or any other communication featuring the name or identity of any Councillor (including the Mayor) or any candidate for any Local Government election is strictly prohibited.



## **PART 6 – LEGAL ASSISTANCE**

Council may disburse money only if the disbursement is authorised by the Local Government Act 1993, either expressly or because it is supplemental or incidental to or consequential upon the exercise of its functions.

In the particular circumstances outlined below, Council will indemnify or reimburse the reasonable 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.

Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act should be distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his/her term in office. An example of the latter is expenses arising from an investigation as to whether a Councillor acted corruptly by using knowledge of a proposed rezoning for private gain. This type of expense is not reimbursable under this policy.

Council will not meet the costs of an action in defamation taken by a Councillor as plaintiff in any circumstances.

Council will not meet the costs of a Councillor seeking advice in respect of a possible defamation, or in seeking a non-litigious remedy for possible defamation.

Council will not meet the legal costs of legal proceedings initiated by a Councillor under any circumstances.

Legal costs will not be met for legal proceedings that do not involve a Councillor performing their role as a Councillor. Any indemnity or reimbursement of legal costs will be made only by resolution of the full Council.

## **PART 7 – INSURANCE/INDEMNITY**

Section 382 of the Local Government Act 1993 requires a Council to make arrangements for its adequate insurance against public liability and professional liability.

The Mayor and Councillors will be provided with full indemnity against any action, liability, claim or demand arising from the bona fide performance of their responsibilities, with the exception of defamation claims where the availability and extent of an indemnity shall be determined by Council in its absolute discretion, after the claim has been disposed of by a final judgement in proceedings, withdrawn, settlement or compromise of proceedings or otherwise as the case may be, having regard to all circumstances that Council, in its absolute discretion, considers relevant.

Insurance provision for Councillors includes:

- Public liability (for matters arising out of Councillors' performance of their civic duties and/or exercise of their Council functions).
- Professional indemnity (for matters arising out of Councillors' performance of their civic duties and/or exercise of their Council functions).
- Personal injury while on Council business.
  - Note: Councillors are not covered by Workers Compensation payments or arrangements.

All insurances are subject to any limitations or conditions set out in the Council's policy of insurance.

## **PART 8 – CODE OF CONDUCT REQUIREMENTS**

Council's Code of Conduct contains the following provisions that are relevant to this Councillors' Expenses & Facilities Policy:

### **Use of Council Resources**

- You must use Council resources ethically, effectively, efficiently and carefully in the course of your public or professional duties and must not use them for private purposes, unless this is lawfully authorised and proper payment is made where appropriate.
- You must be scrupulous in your use of Council property, including intellectual property, official services and facilities and should not permit their misuse by any other person or body.
- You must avoid any action or situation which could create the impression that Council property, official services or public facilities are being improperly used for your own or any other person or body's private benefit or gain.
- The interests of a Councillor in their re-election are considered to be a personal interest and, as such, the reimbursement of travel expenses incurred on election matters is not appropriate. Council letterhead, Council crests and other information that could give the impression it is official Council material must not be used for these purposes.
- You must not convert any property of the Council to your own use unless properly authorised.

**Coonamble Shire Council  
Claim Form – Annexure No 1**

**NAME:** \_\_\_\_\_

I hereby submit the following claim for expenses incurred in attending:

<i>Date</i>	<i>Type of Meeting</i>	<i>Location</i>	<i>Km Travelled (Engine capacity 2.4l &amp; less)</i>	<i>Km Travelled (Engine Capacity 2.5l &amp; above)</i>		<i>Date</i>	<i>Other Expense Details (receipts attached)</i>	<i>Amount claimed (\$)</i>
							<b>Total Other Expenses</b>	\$
			<b>Total Kms</b>					
			@ 0.67/km	@ 0.76/km				

Councillor's Signature: \_\_\_\_\_

Claim Authorised by: \_\_\_\_\_

**Coonamble Shire Council**  
**Prepayment Reconciliation Statement – Annexure No 2**

Councillor\_\_\_\_\_

Claim Date:\_\_\_\_\_

Event:\_\_\_\_\_

Council Resolution:\_\_\_\_\_

Prepayment Amount:\_\_\_\_\_

Claim details:

Cheque No	PREPAYMENT BY COUNCIL	\$	Less the following detailed expenses	
Date	Description of Goods or Service	Amount Claimed	Tax Invoice Attached or Kms Claimed	Job Number Office Use

**In cases where a mileage allowance is claimed, please provide the following details:**

Vehicle Make/Model:\_\_\_\_\_ Registration No:\_\_\_\_\_

Please tick:     Vehicle Engine Capacity:   ☐ Under 2.5 litre     ☐ 2.5 litre 7 over

I certify that the expenses being claimed on this reimbursement form were legitimately incurred as part of my official civic duties as a Councillor of Coonamble Shire Council and all receipts are attached.

**Councillor:**\_\_\_\_\_ **Signed:**\_\_\_\_\_ **Date:**\_\_\_\_\_

**AUTHORISATION**

**Councillor:**\_\_\_\_\_ **Signed:**\_\_\_\_\_ **Date:**\_\_\_\_\_

**General Manager:**\_\_\_\_\_ **Signed:**\_\_\_\_\_ **Date:**\_\_\_\_\_

**PROVISION OF LEASEBACK MOTOR VEHICLE TO MAYOR**  
**Annexure No 3**

**AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, **20XX**  
**BETWEEN THE COUNCIL OF THE SHIRE OF COONAMBLE** (hereinafter  
called 'the Council')

**AND** \_\_\_\_\_ (hereinafter known as 'the Mayor')  
of **COONAMBLE**

**AND WHEREAS** the Council and the Mayor have mutually agreed upon the  
provision of a motor vehicle for and conditions relating to use in the discharge  
of Mayoral duties.

**NOW THIS AGREEMENT WITNESSETH:**

1. It is agreed between the Council and the Mayor that Council shall supply a motor vehicle to the Mayor .
2. It is agreed between the Council and the Mayor that the said motor vehicle is and shall remain the property of Council and shall be surrendered to the Council in the event of termination or cessation of service as the Mayor.
3. It is agreed between the parties that the Council shall have the responsibility for all costs of acquisition, registration, insurance, running costs, maintenance and servicing of each and every such vehicle. All such things shall be done by Council or under Council's prior authorisation. The Mayor is responsible for the cleaning of the motor vehicle.
4. The arrangements set out herein for the provision of a motor vehicle may be cancelled by either party upon one month's notice in writing.
5. The Council and the Mayor agree that the motor vehicle shall be driven only by the Mayor or the Mayor's spouse.
6. In consideration of Council making available to the Mayor the use of such motor vehicle for private purposes, the Mayor in receipt of such benefit shall pay to the Council a sum in the amount of :  
**\$>>>>>> per month for 2019/20 and indexed to rate pegging legislation** and will be subject to change in the event of any alterations in present taxes or the introduction of future taxes which may affect costs incurred by Council.
7. Should the Mayor be convicted of the offence of "driving with more than the prescribed concentration of alcohol in the blood" the Mayor shall bear the costs of associated damages and repairs in the event that Council's Insurers disclaim responsibility.

8. Any rights to the vehicle shall be revoked if the Mayor's motor vehicle licence is suspended by a Court or the Roads and Traffic Authority for any reason for the period of that suspension.
9. The Mayor is responsible for recording the details of all fuel used and all travel details and must provide these details to Council.
10. The arrangement may be terminated at any time by Council if the Mayor fails to comply with the conditions of this arrangement.

**IN WITNESS WHEREOF** the parties have hereunto set their hands on the day and year first hereinbefore mentioned.

**SIGNED** for and on behalf of the  
**COONAMBLE SHIRE COUNCIL** .....  
in the presence of :

.....(Witness)

**SIGNED** by the said  
**MAYOR** .....  
in the presence of :

.....(Witness)

***Presented to Council Meeting: 10 July 2019***  
***Public Exhibition: 10 July 2019 to 6 August 2019***  
***Adopted by Council: 14 August 2019 Min No 4453***



**COONAMBLE**  
SHIRE COUNCIL