



URALLA SHIRE COUNCIL BUSINESS PAPER

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

ORDINARY COUNCIL MEETING

23 November 2021

Commencing at 12:30pm

Kate Jessep
GENERAL MANAGER



UINT/21/13901

Please note: Access to Council Chambers is closed to unvaccinated adults (16 year and older).
Proof of vaccination or exemption will be required.

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1 OPENING & WELCOME

2 PRAYER

3 ACKNOWLEDGEMENT OF COUNTRY

4 WEBCAST INFORMATION

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

6 DISCLOSURES & DECLARATIONS OF INTEREST

To be table at the Meeting.

7 CONFIRMATION OF MINUTES

Minutes to be confirmed at the 23 November 2021 Meeting of Council:

7.1 ORDINARY MEETING OF COUNCIL HELD 26 OCTOBER 2021



MINUTES of

ORDINARY MEETING OF COUNCIL

Held on 26 October 2021 at 12:30pm

Attendance at Meeting:

Councillors:

Cr M Pearce (Mayor)
Cr R Crouch (Deputy Mayor)
Cr R Bell
Cr I Strutt
Cr M Dusting (via Zoom) Cr N
Ledger (via Zoom) Cr T
O'Connor
Cr T Toomey

Staff:

Ms K Jessep, General Manager
Mr S Paul, Chief Financial Officer/ Director Corporate Services
Mr T Seymour, Director Infrastructure & Development
Ms C Valencius, Director Community Services
Ms N Heaton, Manager, Governance
Ms W Westbrook, Minute Clerk
Mr M Clarkson, Manager Development & Planning

Apologies:

Cr Sampson

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1 OPENING & WELCOME

The chair declared the meeting opened at 12:32pm.

2 PRAYER

The Chair read the prayer.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

4 WEBCAST INFORMATION

The Chair advised the meeting was recorded, with the recording to be made available on Council's website following the meeting.

5 APOLOGIES & APPLICATION FOR LEAVE OF ABSENCES BY COUNCILLORS

The Chair advised there were no apologies received.

The Chair advised an application for leave of absence received by Cr Sampson.

Moved: Cr Strutt /Seconded: Cr Crouch

That Cr Sampson leave of absence 26 October 2021 meeting be approved.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

6 DISCLOSURES & DECLARATIONS OF INTERESTS

The Chair received the following declarations of pecuniary and non-pecuniary Conflict of Interest Declarations in relation to the 26 October 2021 Meeting.

COUNCILLOR	ITEM OR REPORT NUMBER	PECUNIARY OR NON-PECUNIARY INTEREST	NATURE OF INTEREST
Cr O'Connor	Item 15.7	Non-Pecuniary Conflict of Interest	One of the two unnamed Councillors listed in the Annual Reporting Requirement Descriptor and annual Statistic – will leave the meeting at this item.
Cr O'Connor	Item 9.1 (query 9.1.2)	Non-Pecuniary Conflict of Interest	Joint Owner of the property on the corner of Bridge and Hill Streets that would be affected by a successful EOI for the Central Business area "Shared Spaces Program funding application" – will leave the meeting at this item.
Cr Crouch	15.7	Non-Pecuniary Conflict of Interest	May be one of the Councillors referred to in the report – will leave if the motion is debated
Cr Couch	15.13	Non-Pecuniary Significant Interest	A Director of Uralla Bowling and Recreation Club that sells alcohol – will leave the meeting at this item.

7 CONFIRMATION OF MINUTES

Minutes to be confirmed at the 26 October 2021 Meeting:

7.1 ORDINARY MEETING OF COUNCIL HELD 28 SEPTEMBER 2021

The chair called for any amendments.

AMENDMENTS

Amendments requested by Cr Ledger made reference to

1. Delegate's Report for Cr Ledger to note:
 - a. 15/9/2021 Thunderbolts CCC Meeting - via Zoom (date change)
 - b. 23/9/2021 NEOEN Energy Wind Farm community consultation at Kentucky (new addition)

MOTION Moved: Cr O'Connor /Seconded: Cr Strutt

That Council adopt the minutes the meeting held 28 September 2021, with amendments as noted, as a true and correct record.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

01.10/21 CARRIED

8 TABLING OF REPORTS & PETITIONS

9 URGENT, SUPPLEMENTARY & LATE ITEMS/REPORTS OF BUSINESS

The Chair referred Councillors to the Late Items of business recommended for addition to the published Meeting Agenda.

9.1 LATE REPORTS TO COUNCIL

- 9.1.1 2021-22 ROADS CAPITAL PROJECTS VARIATION REPORT
- 9.1.2 SHARED SPACES PROGRAM (ROUND 2), SUMMER NIGHT FUND PROGRAM AND AUSTRALIA DAY 2022 COMMUNITY GRANTS PROGRAM
- 9.1.3 CONFIDENTIAL REPORT – STATUS OF DA-43-2017

PROCEDURAL MOTION Moved: Cr Strutt /Seconded: Cr Crouch

That the late item(s) of business be included in the Meeting Agenda as follows:

- I. **2021- 22 Roads Capital Projects to be heard as Item 15:18**
- II. **EOI Streets as Shared Spaces Program (Round 2), Summer Night Fund Program and Australia Day 2022 Community Grants Program to be heard as Item 15:19**
- III. **Confidential Item – Status of DA-43-2017 be heard as Item 17:1**

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

02.10/21 CARRIED

9.2 URGENT ITEMS - NIL

9.3 SUPPLEMENTARY ITEMS - NIL

10 WRITTEN REPORT FROM DELEGATES

10.1 WRITTEN DELEGATE REPORT - NIL

10.2 ACTIVITIES SUMMARIES

Councillors provided a verbal account of activities/meetings they have attended for the month

COUNCILLOR NAME:		Mark Dusting
COUNCIL MEETING DATE:		26 October 2021
DATE	COMMITTEE/MEETING/EVENT	LOCATION
28 Sep 2021	Council Ordinary Meeting	Via Zoom
5 Oct 2021	NEWA Administration	Via Phone
12 Oct 2021	NEWA Administration	Via Phone
12 Oct 2021	General Manager Strategic Workshop and Briefings : Asset Management Strategy; -Plant and Equipment Asset Management Plan; -Policy Review; -Draft Terms of Reference for s355 Committees. -COVID Pandemic to Endemic -Continuous Improvement	Via Zoom
19 Oct 2021	NEWA Meeting	Armidale
26 Oct 2021	NEWA Administration	Armidale
26 Oct 2021	Council Ordinary Meeting	Via Zoom
TOTAL Expense Claims		\$0

COUNCILLOR NAME:		Robert Crouch
COUNCIL MEETING DATE:		26 October 2021
DATE	COMMITTEE/MEETING/EVENT	LOCATION
11 Oct 2021	UTEC (observer)	Uralla
12 Oct 2021	General Manager Strategic Workshop and Briefings : - Asset Management Strategy; -Plant and Equipment Asset Management Plan; -Policy Review; -Draft Terms of Reference for s355 Committees. -COVID Pandemic to Endemic -Continuous Improvement	Uralla
14 Oct 2021	ARIC (observer)	Uralla
23 Oct 2021	Official Opening with Adam Marshall of Pool Season and Funding received	Uralla Pool
26 Oct 2021	Ordinary Council Meeting	Uralla
TOTAL Expense Claims		\$0

COUNCILLOR NAME:		Natasha Ledger
COUNCIL MEETING DATE:		26 October 2021
DATE	COMMITTEE/MEETING/EVENT	LOCATION
12 Oct 2021	General Manager Strategic Workshop and Briefings : - Asset Management Strategy; -Plant and Equipment Asset Management Plan; -Policy Review; -Draft Terms of Reference for s355 Committees. -COVID Pandemic to Endemic -Continuous Improvement	Via Zoom
26 Oct 2021	Ordinary Council Meeting	Via Zoom
TOTAL Expense Claims		\$0

COUNCILLOR NAME:	Tara Toomey	
COUNCIL MEETING DATE:	26 October 2021	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
11 Oct 2021	UTEC Meeting	Uralla
12 Oct 2021	General Manager Strategic Workshop and Briefings : - Asset Management Strategy; -Plant and Equipment Asset Management Plan; -Policy Review; -Draft Terms of Reference for s355 Committees. -COVID Pandemic to Endemic -Continuous Improvement	Uralla
14 Oct 2021	ARIC Meeting	Uralla
26 Oct 2021	Ordinary Council Meeting	Uralla
TOTAL Expense Claims (not presented)		\$0

COUNCILLOR NAME:	Robert Bell	
COUNCIL MEETING DATE:	26 October 2021	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
12 Oct 2021	General Manager Strategic Workshop and Briefings : Asset Management Strategy; -Plant and Equipment Asset Management Plan; -Policy Review; -Draft Terms of Reference for s355 Committees. -COVID Pandemic to Endemic -Continuous Improvement	Uralla
26 Oct 2021	Ordinary Council Meeting	Uralla
TOTAL Expense Claims		\$0

COUNCILLOR NAME:	Tom O'Connor	
COUNCIL MEETING DATE:	26 October 2021	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
12 Oct 2021	General Manager Strategic Workshop and Briefings : -Asset Management Strategy; -Plant and Equipment Asset Management Plan; -Policy Review; -Draft Terms of Reference for s355 Committees. -COVID Pandemic to Endemic -Continuous Improvement	Via Zoom
14 Oct 2021	Audit Risk and Improvement Committee meeting.	Chambers
18 Oct 2021	Invitee to the dedication of the Memorial Park to Russ Watts at Barraba (Home of the Bird Routes of Australia)	Barraba
26 Oct 2021	Council Ordinary Meeting	Chambers
TOTAL Expense Claims		\$0

COUNCILLOR NAME:	Isabel Strutt	
COUNCIL MEETING DATE:	26 October 2021	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
11/10/2021	Uralla Township and Environs Committee meeting	Chamber
11/10/2021	General Manager Strategic Workshop and Briefings : - Asset Management Strategy; -Plant and Equipment Asset Management Plan; -Policy Review; -Draft Terms of Reference for s355 Committees. -COVID Pandemic to Endemic -Continuous Improvement	Chambers
14/10/2021	Audit Risk and Improvement Committee meeting – Observer	Chambers
23/10/2021	Opening of Uralla Swimming Pool and Family Change Room for the 21/22 season	Uralla Swimming Pool
26/10/2021	Council Meeting	Chambers Uralla
TOTAL Expense Claims		\$0

COUNCILLOR NAME:	Michael Pearce	
COUNCIL MEETING DATE:	26 October 2021	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
29/9/21	Mayor's Office – Admin 2AD interview.	Uralla
5/10/21	Mayor's Office - Admin	Uralla
6/10/21	Mayor's Office - Admin	Uralla
7/10/21	Mayor's Office – Admin.	Uralla
11/10/21	Mayor's Office – Admin.	Uralla
12/10/21	Mayor's Office – Admin. United Hospital Auxiliary, NSW Uralla Branch AGM.	Uralla
13/10/21	Mayor's Office – Admin. 2AD interview.	Uralla
14/10/21	Mayor's Office – Admin. ARIC – Audit, Risk and Improvement Committee meeting (As Observer only)	Uralla
18/10/21	Mayor's Office - Admin	Uralla
19/10/21	Mayor's Office – Admin.	Uralla
20/10/21	Mayor's Office – Admin.	Uralla
21/10/21	Mayor's Office – Admin.	Uralla
23/10/21	Uralla Pool, Season opening with Adam Marshall	Uralla
25/10/21	Mayor's Office – Admin.	Uralla
26/10/21	Mayor's Office – Admin. October Council meeting.	Uralla
TOTAL Expense Claims		\$448.80

The Chair advised the Delegates report have been tabled.

11 ITEMS PASSED IN BULK

MOTION Moved: Cr Toomey /Seconded: Cr Strutt

That Council adopt the recommendation(s) of the following items of business on the agenda by way of a single resolution:

15.1 Cash at Bank and Investments

15.13 Continuance of Alcohol Free Zones in Uralla

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

03.10/21 CARRIED

15.1 CASH AT BANK AND INVESTMENTS

MOTION Moved: Cr Toomey /Seconded: Cr Strutt

That Council Note:

i. The cash position as at 30 September 2021 consisting of cash and overnight funds of \$3,391,869, term deposits of \$13,912,580 totalling \$17,304,449 of readily convertible funds; and

ii. The loan position as at 30 September 2021 totalling \$1,915,664; and

iii. The projected unrestricted cash position as at 30 June 2021 totalling \$ 2,395,000.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

04.10/21 CARRIED

15.13 CONTINUANCE OF ALCOHOL FREE ZONES IN URALLA

MOTION Moved: Cr Toomey /Seconded: Cr Strutt

That Council, pursuant to section 644B (4) of the Local Government Act 1993:

I. Continue with the Alcohol-Free Zones in Uralla for a further four (4) years, and advise the Uralla Police and Uralla Licensed Premises of this decision, and

II. Issue a public notice on Council's website and place a notice of the resolution to continue the Uralla Alcohol Free Zones in the Uralla Shire Council Newsletter.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

05.10/21 CARRIED

12 MAYORAL MINUTE

- Nil

13 PUBLIC FORUM/PRESENTATIONS

- Nil

14 REPORT OF COMMITTEES

14.1 MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING HELD ON 14 OCTOBER 2021

MOTION Moved: Cr O'Connor /Seconded: Cr Toomey

That the Minutes from the Audit Risk and Improvement Committee meeting held on 14 October 2021 be received.

For: Crs Dusing, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

06.10/21 CARRIED

14.2 MINUTES OF THE BUNDARRA SCHOOL OF ARTS HALL S355 COMMITTEE MEETINGS HELD 26 JULY AND 27 SEPTEMBER 2021

MOTION Moved: Cr Crouch /Seconded: Cr Strutt

I. That Council receive the minutes of the Bundarra School of Arts Hall Committee meeting held on 26 July 2021 and approve the following:

a. that the removal of old cement pots on the existing islands in the main Street (Souter Street) be prioritised;

II. That Council receive the minutes of the Bundarra School of Arts Hall s355 Committee meeting held 27 September 2021.

For: Crs Dusing, Ledger, Strutt, Pearce, Crouch, Bell, O'Connor

Against: Cr Toomey

Absent: Nil

07.10/21 CARRIED

14.3 MINUTES OF THE URALLA TOWNSHIP AND ENVIRONS S355 COMMITTEE MEETINGS HELD 10 MAY 2021, 12 JULY 2021 AND 11 OCTOBER 2021

MOTION Moved: Cr Toomey /Seconded: Cr Bell

I. That Council

a) receive the minutes of the Uralla Township and Environs s355 Committee meetings held 10 May 2021, 12 July 2021, and 11 October 2021;

b) repaint the replica Kerosene Lamp posts at pedestrian crossing in Bridge Street as a matter of urgency;

c) present recommendations from the Uralla Township and Environs s355 Committee Meeting Minutes in 26 October report to the November 2021 Ordinary Meeting.

For: Crs Dusing, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

08.10/21 CARRIED

15 REPORTS TO COUNCIL

15.2 MEMBERSHIP OF THE GENERAL MANAGER PERFORMANCE REVIEW COMMITTEE

PROCEDURAL MOTION Moved: Cr Toomey /Seconded: Cr Strutt

To move to Committee of the Whole.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

09.10/21 CARRIED

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION Moved: Cr Strutt /Seconded: Cr Dusting

To resume Standing Orders.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

10.10/21 CARRIED

The Chair outlined details of the discussion held in committee.

MOTION Moved: Cr Dusting /Seconded: Cr O'Connor

That the General Manager Performance Review Committee membership remain as Cr Pearce, Cr Crouch, Cr Strutt and the General Manager's appointee until the end of the term of Council.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, O'Connor

Against: Crs Toomey, Bell

Absent:

11.10/21 CARRIED

15.3 COUNCIL DELEGATION TO THE GENERAL MANAGER

PROCEDURAL MOTION Moved: Cr O'Connor /Seconded: Cr Bell

To move to Committee of the Whole.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

12.10/21 CARRIED

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION Moved: Cr O'Connor /Seconded: Cr Bell

To resume Standing Orders.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

13.10/21 CARRIED

The Chair outlined details of the discussion held in committee.

MOTION Moved: Cr O'Connor /Seconded: Cr Bell

That Council:

- I. revoke all previous delegations to the General Manager; and**
- II. delegate to the General Manager, under the "Instrument of Delegation – General Manager", (attachment #1), amended by:**
 - a. Delete: 3. 2. a. the acceptance of tenders being limited to a contract value of up to \$500,000 (GST inclusive) where all other tender requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005 are met.**
 - b. Insert: as new 3. 2. Sub-para. those functions set out in the 'Delegations of Authority Register to General Manager', (attachment #2), as schedule 1, with the amendment to Clause 24 replacing the words "\$150,000 net of GST" with "\$250,000".**

For: Crs Dusting, Ledger, Pearce, Crouch, Bell, O'Connor.

Against: Crs Strutt, Toomey

Absent: Nil

14.10/21 CARRIED

15.4 DISCLOSURES OF INTEREST BY COUNCILLORS AND DESIGNATED PERSONS 2021

MOTION Moved: Cr Dusting /Seconded: Cr Ledger

That Council:

- I. Note the Register of Disclosures by Councillors and designated persons for the period July 2020 – June 2021, as tabled; and**
- II. Publish returns of interest made by Councillors and designated persons to the Uralla Shire Council website after redacting any information that applies the public interest test factors listed in the Table in section 14 of the *Government Information (Public Access) Act 2009***

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

15.10/21 CARRIED

15.5 POLICY UPDATE FOLLOWING FEEDBACK FROM COUNCILLORS

MOTION Moved: Cr Ledger /Seconded: Cr Strutt

That Council formally revoke the following policies:

- i. In Lieu and In Kind**
- ii. Aged Care Facilities - Quarantining of Funds**
- iii. Continuous Improvement**
- iv. Council Meetings – Matters for Closed Session of Council.**

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

16.10/21 CARRIED

15.6 REPORT ON COMPLAINTS

MOTION Moved: Cr O'Connor/Seconded: Cr Strutt

That the report relating to complaints from 1 January 2021 to 30 June 2021 be received and noted.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

17.10/21 CARRIED

15.7 CODE OF CONDUCT ANNUAL STATISTICAL REPORT SEPTEMBER 2021

Crs Crouch & O'Connor having previously declared an interest left Chambers at 2:29pm.

MOTION Moved: Cr Dusting /Seconded: Cr Toomey

That Council:

I. Receive and note this report; and

II. Provide the Office of Local Government with the Code of Conduct Annual Statistical Report for the period 1 September 2020 to 31 August 2021, by 31 December 2021.

For: Crs Dusting, Ledger, Strutt, Pearce, Bell,

Against: Cr Toomey

Absent: Crs, Crouch, O'Connor

18.10/21 CARRIED

Crs Crouch & O'Connor returned to Chambers at 2:33pm

The Chair called for an adjournment 2:33pm

The Chair resumed the meeting 2:44pm

15.8 OFFICE OF LOCAL GOVERNMENT PROPOSED RISK MANAGEMENT AND INTERNAL AUDIT FRAMEWORK

PROCEDURAL MOTION Moved: Cr O'Connor /Seconded: Cr Crouch

To move to Committee of the Whole.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

19.10/21 CARRIED

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION Moved: Cr O'Connor /Seconded: Cr Toomey

To resume Standing Orders.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

20.10/21 CARRIED

The Chair outlined details of the discussion held in committee.

MOTION Moved: Cr Ledger /Seconded: Cr O'Connor

- I. That Council note the report on the proposed Risk Management and Internal Audit Framework.
- II. That Councillors provide input out-of-session to a draft submission to the Office of Local Government to include:
 - a) The Councillor on the Committee be a voting member of the committee;
 - b) There should be two Councillor members on the committee;
 - c) Other points as raised; and
- III. That Council consider the draft submission at the November 2021 Ordinary Meeting.

For: Crs Dusing, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

21.10/21 CARRIED

15.9 URALLA COMMUNITY PARTICIPATION PLAN 2021

MOTION Moved: Cr Ledger /Seconded: Cr Strutt

That Council:

- i. Endorse the draft Uralla Community Participation Plan 2021 and place on public exhibition for a period of not less than 28 days; and
- ii. Adopt the Uralla Community Participation Plan 2021 if no submissions are received from the public or the Department of Planning, Industry and Environment.

For: Crs Dusing, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

22.10/21 CARRIED

15.10 CLOSE OF RESOLUTION 34.12/18

MOTION Moved: Cr Strutt /Seconded: Cr Ledger

That Council receive and note the close of resolution 34.12/18 report.

For: Crs Dusing, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

23.10/21 CARRIED

15.11 CLOSE OF RESOLUTION 34.12/19

MOTION Moved: Cr Strutt /Seconded: Cr Ledger

That Council receive and note the close of resolution 34.12/19 report.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

24.10/21 CARRIED

15.12 BUNDARRA SEWERAGE SCHEME – OCTOBER PROJECT UPDATE

MOTION Moved: Cr Bell /Seconded: Cr O'Connor.

That Council:

- I. **Receive the Bundarra Sewerage Scheme – Project Update Report, and**
- II. **Note the private works undertaken in the months of August and September 2021, (Attachment 3) for works carried out under the Local Government Act 1993 Section 67 Private Works Agreement Part (2)(b) and (4).**

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

25.10/21 CARRIED

15.14 RECOMMENDATIONS OF WORKSHOP – UPGRADES AND BEAUTIFICATION OF FULLER PARK, BRIDGE STREET URALLA

MOTION Moved: Cr Toomey /Seconded: Cr O'Connor

That Council:

- I. **Subject to grant funding being secured, approve the upgrades and improvements to Fuller Park, Uralla, as raised in the workshop and noted below:**
 - a) **Planting of a few trees and removal of selected trees (see photo) \$1,000;**
 - b) **Garbage bin or plaque relocation – to provide separation distance between the bin and plaque \$300;**
 - c) **Removal of the 2 large Concrete pots \$500;**
 - d) **Demolition and removal of the shelter \$500;**
 - e) **Provision of two additional picnic shelters on the shelter slab \$12,000;**
 - f) **Information inserts on picnic tables \$2,000; and**
 - g) **Plaques to be cleaned and relocated together \$300.**

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

26.10/21 CARRIED

15.15 PROPOSED RECLASSIFICATION OF THUNDERBOLTS WAY (MR73) FROM REGIONAL ROAD TO STATE ROAD

PROCEDURAL MOTION Moved: Cr O'Connor /Seconded: Cr Toomey
To move to Committee of the Whole.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.
Against: Nil
Absent: Nil

27.10/21 CARRIED

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION Moved: Cr O'Connor /Seconded: Cr Bell
To resume Standing Orders.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.
Against: Nil
Absent: Nil

28.10/21 CARRIED

The Chair outlined details of the discussion held in committee.

MOTION Moved: Cr Bell /Seconded: Cr O'Connor

That Council:

- I. endorse the proposed reclassification request of Thunderbolts Way from a Regional Road to a State Road; and**
- II. participate in the joint application with neighbouring councils for the reclassification of Bucketts Way/Thunderbolts Way from a Regional Road to a State Road subject to the maintenance being undertaken by Council under a Single Invitation Maintenance Contract procurement process.**

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Bell, O'Connor.
Against: Cr Toomey
Absent: Nil

29.10/21 CARRIED

15.16 NEW ENGLAND REGIONAL ENERGY ZONE DRAFT DECLARATION ON PUBLIC EXHIBITION

MOTION Moved: Cr Bell /Seconded: Cr Strutt

That Council make a submission to NSW Government EnergyCo regarding the New England Renewable Energy Zone (REZ) draft declaration to advise as follows:

That Uralla Shire Council:

- I. acknowledges the proposed declaration of the New England REZ which includes a considerable portion of the Shire;**
- II. notes EnergyCo key stakeholder engagement to date and the proposed future engagement steps;**
- III. has no specific feedback on the boundary of the proposed REZ;**
- IV. has identified a range of opportunities and issues arising in relation to the development of the New England REZ which have been communicated to the New England REZ Reference Group, and**
- V. Minutes of REZ meeting, 24 August 2021 to be sent to councillors.**

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.
Against: Nil
Absent: Nil

30.10/21 CARRIED

15.17 RESOLUTIONS REGISTER ACTIONS STATUS

MOTION Moved: Cr Toomey /Seconded: Cr O'Connor

That Council receive the Resolution Action Status as at 20 October 2021.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.
Against: Nil
Absent: Nil

31.10/21 CARRIED

15.18 9.1.1 ROADS CAPITAL PROJECTS VARIATION REPORT

PROCEDURAL MOTION Moved: Cr O'Connor /Seconded: Cr Crouch

To move to Committee of the Whole.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.
Against: Nil
Absent: Nil

32.10/21 CARRIED

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION Moved: Cr Strutt /Seconded: Cr Toomey

To resume Standing Orders.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.
Against: Nil
Absent: Nil

33.10/21 CARRIED

The Chair outlined details of the discussion held in committee.

MOTION Moved: Cr Bell /Seconded: Cr Dusting

That Council approve the Capital Works projects including:

i. For Local Roads:

- **Bergen Road near Warrembah Road** \$163,065
- **Kingstown Road (21/22 - 22/23)** \$336,875
- **Northeys Road (21/22 - 22/23)** \$336,875
- **Gostwyck Road (21/22 - 22/23)** \$673,750
- **School Zone Infrastructure** \$180,000
- **Kingstown Road Heavy Patching** \$378,162
- **Arding Road Heavy Patching** \$171,645
- **Kliendienst Road Heavy Patching** \$95,175

ii. For Regional Roads:

- **Bundarra Road Ch 2.0 to 3.25** \$420,000
- **Heavy Patching - Bundarra Road and Thunderbolts Way** \$459,016
- **Re-sheeting Barraba Road** \$21,344

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Bell.

Against: Toomey, O'Connor

Absent: Nil

34.10/21 CARRIED

15.19 9.1.2 EOI: STREETS AS SHARED SPACES PROGRAM (ROUND 2), SUMMER NIGHT FUND PROGRAM AND AUSTRALIA DAY 2022 COMMUNITY GRANTS PROGRAM

Cr O'Connor having previously declared an interest left Chambers at 4:27pm

MOTION Moved: Cr Toomey /Seconded: Cr Ledger

That Council:

- 1. Submit an EOI for the Streets as Shared Spaces Program for**
 - i. Central business area: Uralla (Bridge St and Hill Street between Salisbury St and King St) \$400k; and**
 - ii. Central business area: Bundarra (Bendemeer St between Souter St and Bowline St) \$100k.**

- 2. Place on public display the EOI and invite submissions.**

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell.

Against: Nil

Absent: O'Connor

35.10/21 CARRIED

Cr Bell left the meeting 4:37pm

Cr O'Connor returned to Chambers at 4:37pm

Cr Bell returned to the meeting 4:39pm

MOTION Moved: Cr O'Connor /Seconded: Cr Ledger

That Council:

- I. sign up for The Festival of Place Summer Night Fund Program for up to \$15,000.**
- II. apply for the Australia Day 2022 Community Grant for up to \$20,000, subject to agreement by the Uralla Shire Australia Day Committee.**

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

36.10/21 CARRIED

16 MOTIONS ON NOTICE QUESTIONS WITH NOTICE

16.1 NOTICE OF MOTION - CHARGES FOR GREEN WASTE FROM OUTSIDE URALLA SHIRE

MOTION Moved: Cr Strutt /Seconded: Cr Bell

That Council:

- 1. Place on public exhibition for a minimum of 28 days the following charges to apply to loads of uncontaminated garden and wood waste from outside the Uralla Shire –**

Car-sedan, wagon	\$ 5.00 per load
Small truck or trailer	\$12.00 per load
Large trailer	\$25.00 per load
Truck	\$25.00 per cubic metre

and adopts the fees and charges subject to no submissions from Uralla Shire residents being received.
- 2. Consider the effectiveness of the new green waste charges for non-residents at the next review of fees and charges.**

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

37.10/21 CARRIED

PROCEDURAL MOTION Moved: Cr Strutt /Seconded Cr O'Connor

That Council extend the meeting past 5pm

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

38.10/21 CARRIED

17 CONFIDENTIAL MATTERS

PROCEDURAL MOTION Moved: Cr Strutt/ Seconded: Cr Crouch

To move into Closed Session of Council

That Council move into closed session and close the meeting to members of the public and press for the following reasons:-

- (1) A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.

- (2) The matters and information are the following:
 - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Reason: report contains privileged legal advice concerning litigation risk to Council.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

39.10/21 CARRIED

REPORTS TO CLOSED SESSION

17.1 9.1.3 CONFIDENTIAL REPORT – STATUS OF DA-43-2017

MOTION Moved: Cr Bell /Seconded: Cr Toomey

That Council receive the report on the status of works relating to DA-43-2017 brief for legal advice, enforcement actions and correspondence between the landowner, occupant, and USC from 17.9.2017 to 13.10.2021.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

40.10/21 CARRIED

MOVE TO OPEN SESSION

PROCEDURAL MOTION Moved: Cr Strutt /Seconded: Cr Crouch

To return to Open Session of Council.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

41.10/21 CARRIED

18 COMMUNICATION OF COUNCIL DECISIONS

PROCEDURAL MOTION Moved: Cr Dusting /Seconded: Cr Strutt

The resolutions of Closed Session of Council become the resolutions of Open Session of Council.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor.

Against: Nil

Absent: Nil

42.10/21 CARRIED

19 CLOSURE OF MEETING

The meeting was closed at 5:12pm.

20 COUNCIL MINUTES CONFIRMED

COUNCIL MINUTES CONFIRMED BY:	
RESOLUTION NUMBER:	
DATE:	
MAYOR:	Councillor Michael Pearce

UNCONFIRMED

8 TABLING OF PETITIONS

9 URGENT, SUPPLEMENTARY AND LATE ITEMS OF BUSINESS

9.1 LATE REPORTS TO COUNCIL - NIL

9.2 URGENT ITEMS - NIL

9.3 SUPPLEMENTARY ITEMS - NIL

10 WRITTEN REPORTS FROM DELEGATES

10.1 REPORT WINTERBOURNE FARM COMMUNITY CONSULTATIVE COMMITTEE

REPORT:

On the evening of 1 November September 2021 I attended the fourth meeting of the Winterbourne Wind Farm Community Consultative Committee in Walcha.

The minutes of the meeting and copies of presentations made to the meeting, once released, will be able to be found here:

[Downloads » Winterbourne Wind \(winterbournewindfarm.com.au\)](#) Under community consultative committee.

Doug Landfear, Winterbourne Windfarm Project Director, made a comprehensive presentation addressing developments and progress since the last CCC meeting. Doug particularly addressed NSW Policy setting; a development update focussing on progress with refining project design and planning, workforce requirement resourcing, and progress with preparing the Environmental Impact Statement; Issues relating to the community benefit fund; restoration of the sites after decommissioning in 30 years time; an update on progress with community consultation; and a report on lifetime carbon emissions. These responses are included in the minutes and related papers on the Vestas web site.

Concern was expressed at the meeting about the declining number of members attending and how we could go about encouraging participation.

Submitted by: **Cr Bob Crouch**

10.2 CENTRAL NORTHERN REGIONAL LIBRARY GENERAL

MEETING HELD 3 NOVEMBER 2021

Trim: UINT/21/13894



Recommendation:

That Council note the report on the Central Northern Regional Library General Meeting of 3 November 2021.

REPORT:

The Central Northern Regional Library held an Ordinary meeting at Ray Walsh House in Tamworth on Wednesday 3 November 2021, with Councillor delegates and staff from member libraries attending.

CNRL Chairman, Cr Bill Heazlett of Walcha Council, announced his retirement as from the Local Government election on 4 December 2021. Cr Heazlett began his involvement with Central Northern Regional Libraries in 1986 and has been a passionate supporter of, and advocate for, the local libraries because of their value to the life of their communities. The meeting expressed sincere thanks to Cr Heazlett for his service and wished him well for his retirement.

The Library Services Co-ordinator's Report covered the following:-

- Training- Face-to-Face vs Online – The last 18 months of COVID have provided library staff with both challenges and opportunities. While face-to-face programs, events and professional development have been reduced, there has been increased on-line participation.

Although on-line participation is cheaper, the down side is that networking opportunities, connection with colleagues and industry are missed. It is important that professional development budgets stay healthy to ensure that when restrictions are lifted, staff can return to face-to-face opportunities.

- CNRL staff completed LGBTQ eLearning, covering such topics as LGBTQ people and communities; understanding the difference between gender and sexuality; the lived experience of sexuality and gender diverse people; understanding inclusion.
- Staff are continuing to undertake Librarian's Guide to Homelessness training.
- All CNRL branches received new PCs with monitor, mouse and keyboard between November 2020 and January 2021. These replacements were funded through reserves as approved by the CNRL Committee at its Ordinary Meeting on 11/11/2020.
- The CNRL Speech Language and Collection is an ever growing resource of books and resources to support early language and literacy development. The books are selected by the CNRL Early Childhood Literacy Officer, who is also a trained speech pathologist, and target age-appropriate speech sounds, grammar forms, and language concepts in the 1-5 years age groups. The collection will be officially launched at the Bingara Library in December 2021.
- The CNRL Local Studies Collection aims to preserve the voices that describe the past achievements and future aspirations of the communities served by CNRL, and to lay the foundation for future understanding and interpretation of the region's social, cultural, political and intellectual history and identity. The Local Studies Policy, adopted by the meeting,

Is informed by the CNRL Strategic Plan in line with its theme of 'Community Building.' The Policy provided details of procurement, selection, access and preservation of the collection,

both physical and digital. The Policy outlines levels of service provision, staff training, and draws on best practice guidelines for Local Studies in public libraries as outlined by the State Library of NSW, the Australian Library & Information Association and the NSW Local Studies Librarians' Working Group.

- Uralla Library report for this meeting included :-
 - Uralla Shire Library has been actively promoting CNRL and Uralla Library, resources, events and programs through Facebook, increasingly so during lockdown
 - Referred the CNRL Early Childhood Literacy Service, specifically Speech Pathologist Kelly Makepeace to Uralla Pre-School and St. Joseph's Catholic School, and with Kelly's support has relaunched our "Born to Read" program which will gift a bath book, "At the Beach" to all newborns in Uralla Shire.
 - COVID restrictions have enabled staff to take part in an increased level of professional development –
 - All staff have done between 15 and 23 hours of the Niche Academy Librarians Guide to Homelessness, all completing the 3.5 hours of core training;
 - All staff have completed Pride Training for LGBTQ awareness;
 - 2 staff completed Cumberland Council all day webinar on Child Safety Standards, and
 - 1 staff member completed an additional child safety forum with Cumberland Council;
 - 2 staff attended CNRL regional training day in Tamworth;
 - 1 staff member attended the State Library ZOOM meeting for a discussion on the delivery of the Tech Savvy Seniors program in NSW public libraries following the Uralla Library's success with its application for the Telstra sponsored Tech Savvy;
 - Seniors Program which the library intends to run in February 2022.

Quarterly reports were received from all CNRL libraries for the June 2021 and September 2021 quarters. All the libraries continued to provide services and resources to their communities within the bounds of COVID restrictions.

The Central Northern Regional Library 2020-2021 Annual Report was presented to the meeting, received and noted. Attached to this report are copies of overall information from that report, together with the Uralla Library Annual Report.

The next CNRL Ordinary Meeting is scheduled for Wednesday 9 February 2022.

Submitted by: **Cr Isabel Strutt**



2020 – 2021 Annual Report

*Investing in the future of our communities
by creating an environment for
learning, innovation and social connection.*





central northern regional library

2020 - 2021 at a glance



166,757 Library Visits



70,537 Library Members



21,258 Public PC Bookings



30,899 Branch Reservations

20,286 Web Reservations



223,110 Loans



325 Loans



2,146 Physical Programs
316 Online Programs









28,016 Physical Program Attendees
19,712 Online Program Attendees

Discover

CNRL will provide content (print and electronic) to inspire its communities and keep them engaged with learning, creating and culture.

State average loans for e-audio books is 18,693 and e-books 22,701.

Digital Loans

	2019-20	2020-21	
	34,125	37,405	9.6% ↑
	16,131	14,585	-9.6% ↓
	3,306	2,917	-11.8% ↓
	6,721	9,867	46.8% ↑
	2,633	2,100	-20% ↓
	1,669	2,910	74% ↑

Enjoy

Together with branch staff CNRL will provide activities and learning opportunities that promote skill development and wellbeing in the community.

Programs conducted by CNRL branches				
	2019-2020		2020-2021	
	Programs	Attendees	Programs	Attendees
Bingara Library	200	3994	282	3470
Warialda Library	139	1233	183	1244
Gwydir Shire Total	339	5227	465	4714
Quirindi Library	149	720	9	42"
Werris Creek Branch Library	56	529	17	143
Liverpool Plains Shire Total	205	1249	26	185
Narrabri Library	440	5713	556	8483
Boggabri Branch Library	22	209	69	316
Wee Waa Branch Library	87	866	71	610
Narrabri Shire Total	549	6788	696	9409
Tamworth City Library	465	96785*	405	8613
South Tamworth Branch Library	71	1360	37	704
Barraba Branch Library	7	123	4	28
Manilla Branch Library	30	174	3	9
Kootingal Branch Library	41	859	24	622
Nundle Branch Library	23	142	27	179
Tamworth Regional Council Total	637	99443	500	10155
Uralla Library (Total)	334	1965	163	713
Walcha Library (Total)	39	3982^	47	720
CNRL Total	2194	118,654	1897	25,896

"Quirindi Library was closed from 30 September to 30 June. Operating out of the HACC office

*Innovation Studio filmed a segment that went to air on ABC TV, the figures are the audience numbers

^Walcha ran a social media campaign, the figures are the engagements with those posts



CNRL









Uralla Shire

Libraries

Investing in the future of our communities by creating an environment for learning, innovation and social connection.

Uralla Shire Library

Uralla Shire Council covers 3,215sq kilometres and has a population of 6,048.

	2019-20	2020-21		
 Library Visits	14,943	8,095	-45.8%	↓
 Membership	3,427	3,526	2.9%	↑
 Loans	15,313	12,736	-16.8%	↓
 Stock	11,973	12,189	1.8%	↑
 New Stock	1,200	1,035	-13.7%	↓
 Reservations	3,918	3,916	-0.05%	↓
 PC Bookings	833	775	-7%	↓
 Wifi Sessions	941	340	-63.9%	↓

Donna Garrad was appointed as the new Library Manager at Uralla Library.

Discover

Uralla Library has purchased 6 new DVD stands which has freed up a lot of space in the library and made it easier to search for DVDs. They have also purchased a display cabinet for the Community Corner Program. The cabinet is placed at the entrance of the library and allows opportunities for community organisations to promote their organisation and recruit for new members.

Uralla Library held a special storytime featuring the Geia Sisters and Aunty Kelly for a special celebration of the Aboriginal and Torres Strait Islander people and culture. The Uralla Preschool were invited to join the regular storytimers for the morning's entertainment.

The Nattering Knitters donated knitted blankets to the residents of McMaugh Gardens, the Uralla Aged Care Home.

The Uralla Council Visitor Information Centre was temporarily moved into the Uralla Library whilst renovations were taking place to their existing building.

Connect

Uralla Library are scanning hundreds of history hub documents so they are digitised for easy access and for conservation.

Uralla Library now has a Die Cutting and Embossing machine (Cricut) that will be used in future craft programs and school holiday programs.



Enjoy

A range of library programs and outreach activities happen in the Uralla Shire. Some highlights of 2020-21 include:

- Some of the Artists of the month included Karin Jackson, Jan Clark and John McGrath
- Live streaming of the Sydney Writers Festival
- Book Group
- Home Library Service
- Displays including Library Lovers Day, St Patricks Day, Easter, Anzac Day, Space Week, Mother's Day, Refugee Week, Water display, Christmas
- Space Week movie showing
- Monthly movie night
- Youth Week
- Storytimes
- Nattering Knitters
- Chess group
- Lego Group
- Craft Catch up
- Sewing group

11 ITEMS PASSED IN BULK

To be received at the Meeting.

Councillors, I am (Chair/Mayor) seeking to have some agenda items dealt with, in bulk, by Exception – as per Section 13 of Council’s Code of Meeting Policy.

I will now read and call through the agenda list items – Reports of Committees and Reports to Council to be adopted by Exception and ask Councillor to identify any individual items of business listed, that Councillors intend to VOTE against the recommendation as recorded in the Business paper – or that they wish to speak on

12 MAYORAL MINUTE

Nil

13 PUBLIC FORUM/PRESENTATION

14 REPORT OF COMMITTEES

There are no Reports of Committee to the 23 November 2021 meeting.

15 REPORTS TO COUNCIL



15.1 CASH AT BANK AND INVESTMENTS

Department:	Finance
Prepared by:	Chief Financial Officer
TRIM	Container U21/167
Attachments	Council's Investments as at 31 October, 2021 Schedule of loans as at 31 October, 2021

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4.2	An effective and efficient organisation.
Strategy:	4.2.2	Operate in a financially responsible and sustainable manner.
Activity:	4.2.2.1	Maintain and control financial system and improve long-term sustainability
Action:	4.2.2.1.5	Maximise return on investment within risk parameters provided by the USC Investments Policy.

SUMMARY:

1. Attached is a summary of bank accounts, term deposits, cash management account and investments in structured credit instruments. The investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

RECOMMENDATION:

That Council note:

- i. The cash position as at 31 October, 2021 consisting of cash and overnight funds of \$2,844,101, term deposits of \$13,912,580 totaling \$16,756,682 of readily convertible funds; and
- ii. The loan position as at 31 October, 2021 totaling \$1,914,220; and
- iii. The projected unrestricted cash position as at 30 June, 2022 totaling Nil.

BACKGROUND:

2. In accordance with Regulation 212 of the Local Government (General) Regulations 2005, the following report is prepared about monies not currently required for use by Council and invested in forms of investment approved by Order of the Minister.

REPORT:

3. Current term deposits of \$13,912,580 spread over the next twelve months will receive a range of interest from .2% to .5% with an average rate of .31%. Diary of maturing dates and amounts is attached.

4. Council's General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as at 31 October, 2021.

KEY ISSUES:

5. The official interest rate remains at 0.25% however the 0.1% target for the 3-year Australian Government bond has been discontinued due to the faster-than-expected progress towards the Reserve Bank goals and the outlook for inflation. The Board will not raise the cash rate until actual inflation is sustainably within the 2 to 3 per cent target range and the labour market is tighter and wages growth is materially higher. The current low interest rates will continue to result in reduced investment returns over the coming year.

Restricted and Unrestricted Cash, Cash Equivalents and Investments

6. Of the amount of cash disclosed in this report, not all of it is available for unrestricted use by Council. Some of it has been set aside to meet external restrictions, being those funds that have been provided for specific purposes such as developer contributions, government grants, loans, water supplies, sewer services and Aged Care Bonds. Some of the cash has also been set aside specifically to cover future commitments that Council has made relating to asset renewals, remediation works or leave provisions.

7. As at 30 June, 2021, Restricted and Unrestricted funds were fully funded by Cash and Investments (see Note C1-3 of the Annual Financial Statements).

8. Based on the first Quarterly Budget Review Statement for the quarter ended 30 September, 2021, it is projected that the Restricted and Unrestricted cash at the end of the financial year will be follows:

	30 June, 2021	Projected 30 June, 2022
Externally restricted	12,690,000	10,654,000
Internally restricted	4,510,000	3,843,000
Unrestricted	336,000	-
Total Cash & Investments	17,536,000	14,497,000

Note: Restrictions are as noted in the Quarterly Budget Review Statement.

COUNCIL IMPLICATIONS:

9. Community Engagement/ Communication (per engagement strategy)

N/A

10. Policy and Regulation

Local Government Act 1993

Local Government (General) Regulations 2021

Order of the Minister re Investments

11. Financial (LTFP)

Current interest rates affect Council's ability to meet projected investment returns therefore reducing forecast revenue in the long term.

12. Asset Management (AMS)

N/A

13. Workforce (WMS)

N/A

14. Legal and Risk Management

The public presentation of this information and Council noting this report is an important part of Council's management of the risk of not maintaining compliance with the Minister's Orders regarding approved investment types and in-turn reduces the risk of future losses on investments.

15. Performance Measures

N/A

16. Project Management

N/A

Uralla Shire Council				
Investments at 31 October, 2021				
Cash at Bank – Operating Accounts:				
Institution	Account	Bank Statement		
National Australia Bank	Main Account	\$120,527.21		
National Australia Bank	Trust Account	\$31,296.33		
Regional Australia Bank	USC Bundarra	\$26,226.30		
Total		\$178,049.84		
Business Investment (Cash Management) Account				
Institution	Interest rate	Balance		
Professional Funds	0.15% above RBA cash rate	\$2,666,051.58		
Total		\$2,666,051.58		
Term Deposits:				
Institution	Term	Interest rate	Maturity	Balance
National Australia Bank	10 months	0.39%	22/11/2021	\$500,000.00
Suncorp	2 months	0.20%	22/12/2021	\$1,000,000.00
Commonwealth Bank	6 months	0.35%	30/12/2021	\$1,350,000.00
Westpac Banking Corporation	8 months	0.24%	8/01/2022	\$500,122.61
Bank of Queensland	10 months	0.35%	17/01/2022	\$800,000.00
Bank of Queensland	11 months	0.35%	10/02/2022	\$800,000.00
National Australia Bank	11 months	0.33%	8/03/2022	\$500,000.00
National Australia Bank	12 months	0.37%	1/04/2022	\$600,000.00
Suncorp	12 months	0.40%	15/04/2022	\$600,000.00
Suncorp	12 months	0.40%	22/04/2022	\$500,000.00
National Australia Bank	12 months	0.35%	21/05/2022	\$1,000,000.00
Commonwealth Bank	9 months	0.31%	20/06/2022	\$1,000,000.00
Commonwealth Bank	12 months	0.41%	20/07/2022	\$500,000.00
Westpac Banking Corporation	12 months	0.25%	25/07/2022	\$609,716.33
Suncorp	12 months	0.45%	20/08/2022	\$400,000.00
Westpac Banking Corporation	12 months	0.37%	25/08/2022	\$252,741.34
Commonwealth Bank	12 months	0.39%	6/09/2022	\$1,000,000.00
National Australia Bank	12 months	0.40%	12/10/2022	\$700,000.00
Suncorp	12 months	0.50%	26/10/2022	\$1,300,000.00
Total				\$13,912,580.28

Uralla Shire Council		
Loans at 31 October, 2021		
Loans:		
Loan no.	Purpose	Balance
165	MGH Property	\$35,917.52
168	Community Centre	\$16,254.76
176	Library Extensions	\$88,868.22
177	Grace Munro Centre	\$71,129.36
187	Undergrounding Power and Main Street Upgrade	\$95,389.18
188	Paving and Power Undergrounding	\$25,588.07
189	Bridge Construction	\$176,062.89
190	Bridge construction & industrial land development	\$1,405,010.26
Total		\$ 1,914,220.26

15.2 ANNUAL FINANCIAL STATEMENTS 2020/21



Department: Finance
Prepared by: *Chief Financial Officer*
TRIM Reference: UINT/21/13708
Attachment: UINT/21/13976 – Annual Financial Statements 2021

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.2 An effective and efficient organisation
Strategy: 4.2.7 Ensure compliance with regulatory and statutory requirements and that operations are supported by effective corporate governance

SUMMARY:

1. The purpose of this report is to present the Audited Financial Statements of Council for the financial year ended 30 June 2021 for resolution to sign the two Statements by Councillors and Management.
2. The Financial Statements have been reviewed by the Audit Risk and Improvement Committee and they have not recommended any changes be made thereto.

RECOMMENDATION:

- i. That Council adopt the Financial Statements for the year ended 30 June 2021 incorporating the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules;
- ii. That Council approve the signing of the Statement by Councillors and Management included in the General Purpose Financial Statements as required under section 413 (2) (c) of the Local Government Act;
- iii. That Council approve the signing of the Statement by Councillors and Management included in the Special Purpose Financial Statements as required by the Local Government Code of Accounting Practice and Financial Reporting;
- iv. That Council exhibit the Financial Statements and Auditor's Report and call for public submissions on those documents with submissions closing on 10 December 2021 in accordance with section 420 of the Local Government Act 1993; and
- v. That the Audited Financial Statements and Auditor's Report be presented to the public at the Ordinary Meeting of Council scheduled for 24 December 2021 in accordance with section 418(1) of the Local Government Act 1993.

REPORT:

3. Section 413(1) of the Local Government Act, 1993, requires Council to prepare financial reports for each year, and refer them for audit as soon as practicable after the end of that year. The Council's financial reports must include a general purpose financial report, any other matter prescribed by the regulations, and a statement in the approved form by the council as to its opinion on the general purpose financial report.
4. Council has four months from the end of financial year to prepare and have financial reports audited in accordance with S416 (1) of the Local Government Act. This year, Council was granted an extension to 30 November 2021 to complete its 2020-21 Financial Statements.
5. The Auditor's Reports required under section 417 of the Local Government Act 1993 will be included in the attached Financial Reports once the abovementioned Statements have been signed.
6. The Audited Financial Statements, including the Auditor's Reports and Special Schedules, will then be sent to the Office of Local Government and the Australian Bureau of Statistics.

CONCLUSION

7. The Financial statements have been prepared, reviewed by the Audit Risk and Improvement Committee and audited by the Audit Office allowing the two Statements by Councillors and Management to be signed.

COUNCIL IMPLICATIONS:

8. **Community Engagement/ Communication (per engagement strategy)**

The audited Financial Statements and Auditor's Report are to be presented to the public at the Extraordinary Meeting of Council scheduled for 3 December 2021 and must be available for inspection by the public for a period of not less than seven days prior to the meeting.

9. **Policy and Regulation**

- o Local Government Act 1993;
- o Local Government Regulations (General) 2021;
- o Local Government Code of Accounting Practice and Financial Reporting; and
- o Australian Accounting Standards.

10. **Financial (LTFP)**

The Financial Statements report on the financial position and performance for the prior financial year.

11. **Asset Management (AMS)**

N/A

12. Workforce (WMS)

N/A

13. Legal and Risk Management

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

14. Performance Measures

The audited, signed, endorsed and exhibited (seven days public exhibition) Financial Statements are to be presented to the public no later than 3 December 2021.

15. Project Management

N/A

Uralla Shire Council

ANNUAL FINANCIAL STATEMENTS
for the year ended 30 June 2021



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Uralla Shire Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2021



Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2021

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Overview

Uralla Shire Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

32 Salisbury Street
Uralla NSW 2358

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.uralla.nsw.gov.au.

Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2021

Understanding Council's Financial Statements

Introduction

Each year NSW local governments are required to present audited financial statements to their council and community.

What you will find in the Statements

The financial statements set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2021.

The format of the financial statements is standard across all NSW Councils and complies with both the accounting and reporting requirements of Australian Accounting Standards and requirements as set down by the Office of Local Government.

About the Councillor/Management Statement

The financial statements must be certified by senior staff as 'presenting fairly' the Council's financial results for the year and are required to be adopted by Council – ensuring both responsibility for and ownership of the financial statements.

About the Primary Financial Statements

The financial statements incorporate five "primary" financial statements:

1. The Income Statement

Summarises Council's financial performance for the year, listing all income and expenses. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

2. The Statement of Comprehensive Income

Primarily records changes in the fair value of Council's Infrastructure, property, plant and equipment.

3. The Statement of Financial Position

A 30 June snapshot of Council's financial position indicating its assets, liabilities and "net wealth".

4. The Statement of Changes in Equity

The overall change for the year (in dollars) of Council's "net wealth".

5. The Statement of Cash Flows

Indicates where Council's cash came from and where it was spent. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

About the Notes to the Financial Statements

The Notes to the Financial Statements provide greater detail and additional information on the five primary financial statements.

About the Auditor's Reports

Council's financial statements are required to be audited by the NSW Audit Office.

In NSW the auditor provides 2 audit reports:

1. an opinion on whether the financial statements present fairly the Council's financial performance and position, and
2. their observations on the conduct of the audit, including commentary on the Council's financial performance and financial position.

Who uses the Financial Statements?

The financial statements are publicly available documents and must be presented at a Council meeting between seven days and five weeks after the date of the audit report.

The public can make submissions to Council up to seven days subsequent to the public presentation of the financial statements.

Council is required to forward an audited set of financial statements to the Office of Local Government.

Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2021

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

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 23 November 2021.

Michael Pearce
Mayor
23 November 2021

Robert Crouch
Councillor
23 November 2021

Kate Jessep
General Manager
23 November 2021

Simon Paul
Responsible Accounting Officer
23 November 2021

Uralla Shire Council

Income Statement

for the year ended 30 June 2021

Original unaudited budget 2021	\$ '000	Notes	Actual 2021	Actual 2020
Income from continuing operations				
6,711	Rates and annual charges	B2-1	6,867	6,644
5,098	User charges and fees	B2-2	5,083	5,075
363	Other revenue	B2-3	651	575
7,780	Grants and contributions provided for operating purposes	B2-4	8,222	8,089
10,645	Grants and contributions provided for capital purposes	B2-4	7,268	2,988
150	Interest and investment income	B2-5	162	352
30,747	Total income from continuing operations		28,253	23,723
Expenses from continuing operations				
10,128	Employee benefits and on-costs	B3-1	10,498	9,707
6,187	Materials and services	B3-2	6,618	6,232
124	Borrowing costs	B3-3	77	149
4,855	Depreciation, amortisation and impairment for non-financial assets	B3-4	5,273	4,750
441	Other expenses	B3-5	389	394
–	Net losses from the disposal of assets	B4-1	502	955
21,735	Total expenses from continuing operations		23,357	22,187
9,012	Operating result from continuing operations		4,896	1,536
9,012	Net operating result for the year attributable to Council		4,896	1,536
(1,633)	Net operating result for the year before grants and contributions provided for capital purposes		(2,372)	(1,452)

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

Uralla Shire Council

Statement of Comprehensive Income

for the year ended 30 June 2021

\$ '000	Notes	2021	2020
Net operating result for the year – from Income Statement		4,896	1,536
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	231	1,164
Total items which will not be reclassified subsequently to the operating result		231	1,164
Amounts which will be reclassified subsequently to the operating result when specific conditions are met			
Other movements		(197)	–
Total items which will be reclassified subsequently to the operating result when specific conditions are met		(197)	–
Total other comprehensive income for the year		34	1,164
Total comprehensive income for the year attributable to Council		4,930	2,700

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

Uralla Shire Council

Statement of Financial Position

as at 30 June 2021

\$ '000	Notes	2021	2020
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	3,433	1,401
Investments	C1-2	14,107	13,957
Receivables	C1-4	3,293	2,929
Inventories	C1-5	261	231
Contract assets and contract cost assets	C1-6	1,094	305
Other	C1-8	81	36
Total current assets		22,269	18,859
Non-current assets			
Infrastructure, property, plant and equipment	C1-7	238,317	233,683
Right of use assets	C2-1	62	78
Total non-current assets		238,379	233,761
Total assets		260,648	252,620
LIABILITIES			
Current liabilities			
Payables	C3-1	6,303	4,712
Contract liabilities	C3-2	2,215	689
Lease liabilities	C2-1	16	15
Borrowings	C3-3	266	265
Employee benefit provisions	C3-4	2,419	2,199
Total current liabilities		11,219	7,880
Non-current liabilities			
Lease liabilities	C2-1	48	63
Borrowings	C3-3	1,705	1,924
Employee benefit provisions	C3-4	93	165
Provisions	C3-5	2,721	2,656
Total non-current liabilities		4,567	4,808
Total liabilities		15,786	12,688
Net assets		244,862	239,932
EQUITY			
Accumulated surplus	C4-1	79,217	74,321
IPPE revaluation reserve	C4-1	165,645	165,611
Council equity interest		244,862	239,932
Total equity		244,862	239,932

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

Uralla Shire Council

Statement of Changes in Equity

for the year ended 30 June 2021

\$ '000	Notes	as at 30/06/21			as at 30/06/20		
		Accumulated surplus	IPPE revaluation reserve	Total equity	Accumulated surplus	IPPE revaluation reserve	Total equity
Opening balance at 1 July		74,321	165,611	239,932	72,785	164,447	237,232
Net operating result for the year		4,896	–	4,896	1,536	–	1,536
Restated net operating result for the period		4,896	–	4,896	1,536	–	1,536
Other comprehensive income							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	–	231	231	–	1,164	1,164
Other reserves movements		–	(197)	(197)	–	–	–
Other comprehensive income		–	34	34	–	1,164	1,164
Total comprehensive income		4,896	34	4,930	1,536	1,164	2,700
Closing balance at 30 June		79,217	165,645	244,862	74,321	165,611	239,932

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

Uralla Shire Council

Statement of Cash Flows

for the year ended 30 June 2021

Original unaudited budget 2021	\$ '000	Notes	Actual 2021	Actual 2020
Cash flows from operating activities				
<i>Receipts:</i>				
6,700	Rates and annual charges		7,007	6,463
5,111	User charges and fees		5,391	5,036
187	Investment and interest revenue received		221	428
18,296	Grants and contributions		15,436	10,511
179	Other		645	1,415
<i>Payments:</i>				
(10,129)	Employee benefits and on-costs		(10,371)	(9,743)
(6,157)	Materials and services		(6,653)	(6,914)
(125)	Borrowing costs		(79)	(122)
(441)	Other		(386)	(421)
13,621	Net cash flows from operating activities	G1-1	11,211	6,653
Cash flows from investing activities				
<i>Receipts:</i>				
5,204	Sale of investment securities		7,805	16,150
–	Sale of infrastructure, property, plant and equipment		183	224
<i>Payments:</i>				
–	Purchase of investment securities		(7,955)	(15,207)
(18,951)	Purchase of infrastructure, property, plant and equipment		(9,611)	(7,889)
(13,747)	Net cash flows from investing activities		(9,578)	(6,722)
Cash flows from financing activities				
<i>Receipts:</i>				
–	Proceeds from retirement home contributions		1,270	1,120
<i>Payments:</i>				
(221)	Repayment of borrowings		(218)	(238)
–	Principal component of lease payments		(14)	(16)
–	Repayment of retirement home contributions		(639)	(1,000)
(221)	Net cash flows from financing activities		399	(134)
(347)	Net change in cash and cash equivalents		2,032	(203)
636	Cash and cash equivalents at beginning of year		1,401	1,604
289	Cash and cash equivalents at end of year	C1-1	3,433	1,401
7,793	plus: Investments on hand at end of year	C1-2	14,107	13,957
8,082	Total cash, cash equivalents and investments		17,540	15,358

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

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Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

A About Council and these financial statements

A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 23 November 2021. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The principal accounting policies adopted in the preparation of these consolidated financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993* (Act) and *Local Government (General) Regulation 2005* (Regulation), and the Local Government Code of Accounting Practice and Financial Reporting.

Council is a not for-profit entity.

The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

Historical cost convention

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

Significant accounting estimates and judgements

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future.

The resulting accounting estimates will, by definition, seldom equal the related actual results.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- i. estimated fair values of infrastructure, property, plant and equipment – refer Note C1-7
- ii. estimated tip remediation provisions – refer Note C3-5
- iii. employee benefit provisions – refer Note C3-4.

Significant judgements in applying the Council's accounting policies

- i. Impairment of receivables – refer Note C1-4.
- ii. Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* – refer to Notes B2-2 – B2-4.
- iii. Determination of the lease term, discount rate (when not implicit in the lease) and whether an arrangement contains a lease – refer to Note C2-1.

Monies and other assets received by Council

The Consolidated Fund

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

A1-1 Basis of preparation (continued)

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

- General purpose operations
- Water service
- Sewerage service
- McMaugh Gardens Aged Care Centre

The Trust Fund

In accordance with the provisions of Section 411 of the *Local Government Act 1993 (NSW)* (as amended), a separate and distinct Trust Fund is maintained to account for all money and property received by the council in trust which must be applied only for the purposes of, or in accordance with, the trusts relating to those monies.

Trust monies and property subject to Council's control have been included in these reports.

Goods and Services Tax (GST)

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

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

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

Volunteer services

Council uses volunteers in a number of its activities including at the Visitor Information Centre, McMaugh Gardens and Tablelands Community Transport. These services are not considered material and have therefore not been recognised in the income statement.

COVID-19

As in 2020, Council continues to be impacted by the Covid-19 pandemic. Council maintained details of additional costs associated with the impact of the virus on operations. The costs incurred in the 2020/21 financial year totalled over \$55,000 compared to \$32,000 in the prior year. There was very little impact on staffing or special leave requirements. It is expected that a similar amount will be incurred in the 2021/22 year, assuming no significant lockdowns are experienced. Council was not able to access any government funding relating to this issue however is considering an application associated with the Tablelands Community Support division relating to the inability to deliver services as expected.

New accounting standards and interpretations issued not yet effective

New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations (ie. pronouncements) have been published by the Australian Accounting Standards Board that are not mandatory for the 30 June 2021 reporting period.

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

As at the date of authorisation of these financial statements Council does not consider that any of these new (and still to be applied) standards and interpretations are likely to have a material impact on the Council's future financial statements, financial position, financial performance or cash flows.

New accounting standards adopted during the year

During the year Council adopted the following accounting standards and interpretations (as issued by the Australian Accounting Standards Board) which were mandatorily effective from 1 July 2020:

Notes to the Financial Statements

for the year ended 30 June 2021

A1-1 Basis of preparation (continued)

- AASB 1059 Service Concession Arrangements: Grantor and associated amendments
- AASB 2018- 6 Amendments to Australian Accounting Standards – Definition of a business
- AASB 2018 – 7 Amendments to Australian Accounting Standards – Definition of material
- AASB 2019 – 3 Amendments to Australian Accounting Standards – Interest Rate Benchmark Reform
- AASB 2019 -5 Amendments to Australian Accounting Standards – Disclosure of the Effect of New IFRS Standards Not Yet Issued in Australia
- AASB 2019 – 7 Amendments to Australian Accounting Standards – Disclosure of GFS Measures of Key Fiscal Aggregates and GAAP / GFS Reconciliations
- AASB 2020 – 4 Amendments to Australian Accounting Standards – Covid-19 Related Rent Concessions

None of these standards had a significant impact on reported position or performance.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B Financial Performance

B1 Functions or activities

B1-1 Functions or activities – income, expenses and assets

Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2.

\$ '000	Income		Expenses		Operating result		Grants and contributions		Carrying amount of assets	
	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020
Functions or activities										
Our Society	7,860	7,930	8,140	7,689	(280)	241	4,053	3,943	18,386	15,338
Our Economy	6,480	4,752	8,097	7,537	(1,617)	(2,785)	5,973	4,380	198,341	193,524
Our Environment	7,301	4,771	4,663	5,033	2,638	(262)	3,183	890	36,447	35,519
Our Leadership	6,612	6,270	2,457	1,928	4,155	4,342	2,281	1,863	7,474	8,239
Total functions and activities	28,253	23,723	23,357	22,187	4,896	1,536	15,490	11,076	260,648	252,620

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B1-2 Components of functions or activities

Details relating to the Council's functions or activities as reported in B1-1 are as follows:

Our Society

Includes public libraries; sporting grounds and venues; swimming pools; parks; gardens; other sporting, recreational and cultural services; public cemeteries; public conveniences; other community amenities, aged person facilities, services for disabled persons, migrants and Indigenous persons; youth services. Includes Council's RFS and emergency services costs, fire protection, emergency services, enforcement of regulations and animal control.

Our Economy

Includes community centres and halls, including public halls; building control; quarries and pits; urban local, urban regional, sealed and unsealed roads, bridges, footpaths and parking areas; street cleaning; tourism and area promotion; industrial development promotion; real estate development; street lighting and town planning;

Our Environment

Includes noxious plants and insect/vermin control; other environmental protection; solid waste management, including domestic waste; other waste management; water and sewer services; other sanitation; drainage and stormwater management.

Our Leadership

Includes costs relating to Council's role as a component of democratic government, including elections, members' fees and expenses, subscriptions to local authority associations, meetings of Council and policymaking committees, public disclosure (e.g. GIPA), and legislative compliance. Also includes all administrative costs such as finance, human resources, information technology, governance and customer support. Also includes camping areas and caravan parks.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B2 Sources of income

B2-1 Rates and annual charges

\$ '000	Timing	2021	2020
Ordinary rates			
Residential	1	1,595	1,690
Farmland	1	2,320	2,112
Business	1	100	107
Less: pensioner rebates (mandatory)	1	(99)	(103)
Rates levied to ratepayers		3,916	3,806
Pensioner rate subsidies received	2	54	61
Total ordinary rates		3,970	3,867
Annual charges			
<small>(pursuant to s.496, s.496A, s.496B, s.501 & s.611)</small>			
Domestic waste management services	1	689	630
Stormwater management services	1	31	30
Water supply services	1	503	511
Sewerage services	1	710	677
Waste management services (non-domestic)	1	56	45
Environmental	1	952	927
Less: pensioner rebates (mandatory)	1	(94)	(93)
Annual charges levied		2,847	2,727
Pensioner subsidies received:			
– Water	2	16	17
– Sewerage	2	12	13
– Domestic waste management	2	22	20
Total annual charges		2,897	2,777
Total rates and annual charges		6,867	6,644

Council has used 2019 year valuations provided by the NSW Valuer General in calculating its rates.

Accounting policy

Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

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

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based on their substance.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B2-2 User charges and fees

\$ '000	Timing	2021	2020
Specific user charges			
(per s.502 - specific 'actual use' charges)			
Water supply services	2	530	559
Sewerage services	2	5	4
Waste management services (non-domestic)	2	198	192
Total specific user charges		733	755
Other user charges and fees			
(i) Fees and charges – statutory and regulatory functions (per s.608)			
Inspection services	2	63	61
Private works – section 67	2	61	103
Regulatory/ statutory fees	2	1	–
Registration fees	2	3	–
Section 10.7 certificates (EP&A Act)	2	21	14
Section 603 certificates	2	16	10
Town planning	2	109	89
Total fees and charges – statutory/regulatory		274	277
(ii) Fees and charges – other (incl. general user charges (per s.608))			
Aged care	1	1,039	965
Caravan park	2	104	81
Cemeteries	2	33	25
Community centres	2	10	4
Sundry sales	2	52	50
Swimming centres	2	17	23
Waste disposal tipping fees	2	137	76
Water and sewer connection fees	2	15	7
Scrap metal sales	2	176	73
Tablelands community support options – client contributions	2	119	157
Tablelands community support options – contract service fees	1	2,325	2,539
Tablelands community transport	2	48	40
Other	2	1	3
Total fees and charges – other		4,076	4,043
Total user charges and fees		5,083	5,075
Timing of revenue recognition for user charges and fees			
User charges and fees recognised over time (1)		3,364	3,504
User charges and fees recognised at a point in time (2)		1,719	1,571
Total user charges and fees		5,083	5,075

Accounting policy

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases such as caravan parks, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged, the fee is recognised on a straight-line basis over the expected life of the membership.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than over the term of the licence.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B2-3 Other revenue

\$ '000	Timing	2021	2020
Rental income – investment property	2	124	–
Rental income – other council properties (2019 only)	2	–	130
Fines	2	–	5
Legal fees recovery – rates and charges (extra charges)	2	(1)	15
Commissions and agency fees	2	9	9
Diesel rebate	2	94	84
Insurance claims recoveries	2	87	195
Recycling income (non-domestic)	2	28	50
Sales – general	2	30	32
Donations received	2	3	4
Other reimbursements	2	133	5
Other sundry income	2	93	29
Staff FBT contributions	2	25	17
Other	2	26	–
Total other revenue		651	575

Timing of revenue recognition for other revenue

Other revenue recognised over time (1)	–	–
Other revenue recognised at a point in time (2)	651	575
Total other revenue	651	575

Accounting policy for other revenue

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

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

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B2-4 Grants and contributions

\$ '000	Timing	Operating 2021	Operating 2020	Capital 2021	Capital 2020
General purpose grants and non-developer contributions (untied)					
General purpose (untied)					
Current year allocation					
Financial assistance – general component	2	336	331	–	–
Financial assistance – local roads component	2	995	973	–	–
Payment in advance - future year allocation					
Financial assistance – general component	2	1,336	1,382	–	–
Amount recognised as income during current year		2,667	2,686	–	–
Special purpose grants and non-developer contributions (tied)					
Cash contributions					
Water supplies	2	–	524	58	220
Sewerage services	2	–	–	3,125	138
Aged care	2	–	–	–	130
Drought Communities Extension Program	1	176	–	699	–
Employment and training programs	2	4	2	–	–
Community care	2	5	2	–	–
Environmental programs	2	–	8	–	–
Economic development	2	–	103	–	–
Library	2	75	82	–	–
Street lighting	2	14	14	–	–
Animal control	2	–	4	–	–
Stronger Country Communities Fund	1	302	69	338	1,193
Innovation Fund	1	–	75	–	–
Regional NSW Planning Portal Scheme	1	50	–	–	–
Transport (other roads and bridges funding)	2	–	9	1,989	1,080
Transport (roads to recovery)	2	894	894	–	–
Previously contributions:					
Transport for NSW contributions (regional roads, block grant)	1	1,038	1,038	315	227
McMaugh gardens aged care – subsidies	1	2,238	2,040	–	–
Tablelands community transport – subsidies	1	656	492	–	–
Drought Stimulus Package	2	–	–	744	–
Aged Care Workforce Retention	2	70	–	–	–
Total special purpose grants and non-developer contributions – cash		5,522	5,356	7,268	2,988
Total special purpose grants and non-developer contributions (tied)		5,522	5,356	7,268	2,988
Total grants and non-developer contributions		8,189	8,042	7,268	2,988
Comprising:					
– Commonwealth funding		6,561	6,012	1,083	1,323
– State funding		1,628	2,030	6,185	1,665
		8,189	8,042	7,268	2,988

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B2-4 Grants and contributions (continued)

Developer contributions

\$ '000	Notes	Timing	Operating 2021	Operating 2020	Capital 2021	Capital 2020
Developer contributions:						
(s7.4 & s7.11 - EP&A Act, s64 of the LGA):						
Cash contributions						
S 7.11 – contributions towards amenities/services						
		2	33	47	–	–
Total developer contributions – cash			33	47	–	–
Total developer contributions			33	47	–	–
Total contributions			33	47	–	–
Total grants and contributions			8,222	8,089	7,268	2,988
Timing of revenue recognition for grants and contributions						
Grants and contributions recognised over time (1)						
			4,460	3,714	1,352	1,420
Grants and contributions recognised at a point in time (2)						
			3,762	4,375	5,916	1,568
Total grants and contributions			8,222	8,089	7,268	2,988

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B2-4 Grants and contributions (continued)

Unspent grants and contributions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period but which are not yet spent in accordance with those conditions are as follows:

\$ '000	Operating 2021	Operating 2020	Capital 2021	Capital 2020
Unspent grants and contributions				
Unspent funds at 1 July	1,215	439	112	939
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	–	–	–	–
Add: Funds received and not recognised as revenue in the current year	1,293	789	749	–
Less: Funds received in prior year but revenue recognised and funds spent in current year	(144)	(13)	(53)	(827)
Unspent funds at 30 June	2,364	1,215	808	112
Contributions				
Unspent funds at 1 July	715	654	–	–
Add: contributions recognised as revenue in the reporting year but not yet spent in accordance with the conditions	40	61	–	–
Less: contributions recognised as revenue in previous years that have been spent during the reporting year	–	–	–	–
Unspent contributions at 30 June	755	715	–	–

Accounting policy

Grants and contributions – enforceable agreement with sufficiently specific performance obligations

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

The performance obligations vary according to the agreement but include achieving milestones associated with constructing an asset or delivering specific outcomes established in an agreement. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either at a point in time or over time and this is reflected in the revenue recognition pattern. Point in time recognition occurs when the beneficiary obtains control of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Capital grants

Capital grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B2-4 Grants and contributions (continued)

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

Developer contributions

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

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

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

Other grants and contributions

Assets, including cash, received from other grants and contributions are recognised at fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

B2-5 Interest and investment income

\$ '000	2021	2020
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	27	53
– Cash and investments	135	299
Total interest and investment income (losses)	162	352
Interest and investment income is attributable to:		
Unrestricted investments/financial assets:		
Overdue rates and annual charges (general fund)	19	33
General Council cash and investments	85	189
Restricted investments/funds – external:		
Development contributions		
– Section 7.11	7	13
Water fund operations	27	62
Sewerage fund operations	24	55
Total interest and investment income	162	352

Accounting policy

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 when the shareholder's right to receive payment is established unless the dividend clearly represents a recovery of part of the cost of the investment.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B3 Costs of providing services

B3-1 Employee benefits and on-costs

\$ '000	2021	2020
Salaries and wages	8,526	8,004
Travel expenses	32	27
Employee leave entitlements (ELE)	1,398	1,381
Superannuation – defined contribution plans	874	838
Superannuation – defined benefit plans	55	46
Workers' compensation insurance	551	433
Fringe benefit tax (FBT)	15	11
Training costs (other than salaries and wages)	85	35
Other	16	46
Total employee costs	11,552	10,821
Less: capitalised costs	(1,054)	(1,114)
Total employee costs expensed	10,498	9,707
Number of 'full-time equivalent' employees (FTE) at year end	131	127
Number of 'full-time equivalent' employees (FTE) at year end (incl. vacancies)	135	131

Accounting policy

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

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

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

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note E3-1 for more information.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B3-2 Materials and services

\$ '000	Notes	2021	2020
Raw materials and consumables		7,971	6,665
Contractor and consultancy costs		8,001	4,939
Audit Fees	F2-1	136	80
Previously other expenses:			
Councillor and Mayoral fees and associated expenses	F1-2	135	138
Advertising		4	6
Bank charges		31	28
Computer software charges		21	23
Electricity and heating		192	183
Insurance		319	268
Office expenses (including computer expenses)		–	7
Postage		31	30
Printing and stationery		45	39
Street lighting		32	46
Subscriptions and publications		55	52
Telephone and communications		94	82
Travel expenses		–	2
Internet and other communication		6	14
Licences		128	97
Motor vehicle registration fees		50	54
Other fees and charges		–	4
Sundry expenses		–	2
Other expenses		7	14
Volunteer reimbursements		1	1
Legal expenses:			
Expenses from short-term leases		6	11
– Legal expenses: debt recovery		–	16
– Legal expenses: other		10	13
Other		–	16
Total materials and services		17,275	12,830
Less: capitalised costs		(10,657)	(6,598)
Total materials and services		6,618	6,232

Accounting policy

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B3-3 Borrowing costs

\$ '000	Notes	2021	2020
(i) Interest bearing liability costs			
Interest on leases		3	4
Interest on loans		71	118
Total interest bearing liability costs		74	122
Total interest bearing liability costs expensed		74	122
(ii) Other borrowing costs			
Amortisation of discounts			
– Remediation liabilities	C3-5	3	27
Total other borrowing costs		3	27
Total borrowing costs expensed		77	149

Accounting policy

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

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

\$ '000	Notes	2021	2020
Depreciation and amortisation			
Plant and equipment		581	535
Office equipment		35	55
Furniture and fittings		58	58
Infrastructure:			
	C1-7		
– Buildings – non-specialised		592	571
– Other structures		57	78
– Sealed roads structure		1,818	1,633
– Unsealed roads		731	602
– Bridges		407	327
– Footpaths		39	49
– Stormwater drainage		49	23
– Water supply network		412	424
– Sewerage network		205	212
– Swimming pools		32	25
– Other open space/recreational assets		133	43
Right of use assets	C2-1	16	16
Other assets:			
– Other		3	3
Reinstatement, rehabilitation and restoration assets:			
– Tip assets	C3-5,C1-7	105	96
Total gross depreciation and amortisation costs		5,273	4,750
Total depreciation and amortisation costs		5,273	4,750
Total depreciation, amortisation and impairment for non-financial assets		5,273	4,750

Accounting policy

Depreciation and amortisation

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives.

Impairment of non-financial assets

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are not tested for impairment since these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired.

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

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units).

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B3-5 Other expenses

\$ '000	Notes	2021	2020
Impairment of receivables			
Other		(1)	(6)
Total impairment of receivables	C1-4	(1)	(6)
Other			
Donations, contributions and assistance to other organisations (Section 356)		390	400
Total other expenses		389	394

Accounting policy

Other expenses are recorded on an accruals basis when Council has an obligation for the expenses.

Impairment expenses are recognised when identified.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B4 Gains or losses

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

\$ '000	Notes	2021	2020
Gain (or loss) on disposal of property (excl. investment property)			
Less: carrying amount of property assets sold/written off		(28)	(318)
Gain (or loss) on disposal		(28)	(318)
Gain (or loss) on disposal of plant and equipment	C1-7		
Proceeds from disposal – plant and equipment		183	224
Less: carrying amount of plant and equipment assets sold/written off		(213)	(295)
Gain (or loss) on disposal		(30)	(71)
Gain (or loss) on disposal of infrastructure	C1-7		
Less: carrying amount of infrastructure assets sold/written off		(444)	(566)
Gain (or loss) on disposal		(444)	(566)
Gain (or loss) on disposal of investments	C1-2		
Proceeds from disposal/redemptions/maturities – investments		7,805	16,150
Less: carrying amount of investments sold/redeemed/matured		(7,805)	(16,150)
Gain (or loss) on disposal		–	–
Gain (or loss) on disposal of term deposits	C1-2		
Proceeds from disposal/redemptions/maturities – term deposits		–	–
Less: carrying amount of term deposits sold/redeemed/matured		–	–
Gain (or loss) on disposal		–	–
Net gain (or loss) on disposal of assets		(502)	(955)

Accounting policy

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

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

The losses incurred this year relate to the write-off on numerous road projects, in particular on regional roads (\$322,000), rural sealed roads (\$46,000), unsealed rural roads (\$60,000) and numerous items of plant & equipment (net \$30,000).

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B5 Performance against budget

B5-1 Material budget variations

Council's original budget was adopted by the Council on 28/07/2020 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions, including new grant programs, changing economic activity, environmental factors, and by decisions made by Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the Act requires Council to review its financial budget on a quarterly basis, so it is able to manage the variation between actuals and budget that invariably occur during the year.

Material variations of more than 10% between original budget and actual results or where the variance is considered material by nature are explained below.

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

\$ '000	2021 Budget	2021 Actual	2021 ----- Variance -----		
REVENUES					
Rates and annual charges	6,711	6,867	156	2%	F
User charges and fees	5,098	5,083	(15)	0%	U
Other revenues	363	651	288	79%	F
Council received over \$113,000 from a clearance sale at its depot, over \$92,000 from street light efficiency and solar installation credits, over \$37,000 from the sale of cardboard and other sundry items at the landfill operations, all of which were unbudgeted as well as higher than expected diesel fuel rebates of nearly \$14,000 and higher insurance reimbursements of nearly \$46,000.					
Operating grants and contributions	7,780	8,222	442	6%	F
Capital grants and contributions	10,645	7,268	(3,377)	(32)%	U
Certain projects that were expected to be completed during the year had only partly progressed resulting in reduced capital grants for this year - Bundarra Sewer Scheme \$3,038,000 and Tolleys Gully bridge \$761,000. These timing differences were partly offset by additional grants received as part of numerous drought stimulus programs such as Stronger Country Communities, Drought Communities Extension, Drought Stimulus together with numerous road programs totalling more than \$413,000.					
Interest and investment revenue	150	162	12	8%	F
EXPENSES					
Employee benefits and on-costs	10,128	10,498	(370)	(4)%	U
Materials and services	6,187	6,618	(431)	(7)%	U
Borrowing costs	124	77	47	38%	F
The reduction in borrowing costs is associated solely with lower interest rates on council's major loan of \$1.5 million.					
Depreciation, amortisation and impairment of non-financial assets	4,855	5,273	(418)	(9)%	U
The original budget was prepared prior to the update of asset values for 2019-20 which lead to an under-estimate of depreciation for the year.					
Other expenses	441	389	52	12%	F
Numerous events and programs were cancelled in 2020-21 due to COVID and this reduced costs in this area, in particular Thunderbolts Festival, Lanterns Festival or Rotary Art Show \$28,000 and regional promotion costs through New England					

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

B5-1 Material budget variations (continued)

\$ '000	2021 Budget	2021 Actual	2021 ----- Variance -----	
High Country and other programs \$10,000. There was also a one-off rebate provided by New England Weeds Authority of \$8,000.				
Net losses from disposal of assets	-	502	(502)	∞ U

STATEMENT OF CASH FLOWS

Cash flows from operating activities	13,621	11,211	(2,410)	(18)%	U
The major variation for this item relates to the reduction in expected capital grants as noted above.					

Cash flows from investing activities	(13,747)	(9,578)	4,169	(30)%	F
The budget anticipated a significant spend on infrastructure, property, plant and equipment that did not arise due to a number of factors. The major items with capital expenditure shortfalls were the Bundarra Sewer Scheme with \$5million, Tolleys Gully bridge and approaches replacements with \$0.6 million and the plant replacement program with \$1 million.					

Cash flows from financing activities	(221)	399	620	(281)%	F
The major variation in cash flows from financing activities relates to the increase in bonds received for entry to McMaugh Gardens aged care.					

C Financial position

C1 Assets we manage

C1-1 Cash and cash equivalents

\$ '000	2021	2020
Cash and cash equivalents		
Cash on hand and at bank	80	66
Cash-equivalent assets		
– Deposits at call	3,353	1,335
Total cash and cash equivalents	3,433	1,401

Reconciliation of cash and cash equivalents

Total cash and cash equivalents per Statement of Financial Position	3,433	1,401
Balance as per the Statement of Cash Flows	3,433	1,401

Accounting policy

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C1-2 Financial investments

\$ '000	2021	2021	2020	2020
	Current	Non-current	Current	Non-current
Debt securities at amortised cost				
Term deposits	14,107	–	13,957	–
Total	14,107	–	13,957	–
Total financial investments	14,107	–	13,957	–
Total cash assets, cash equivalents and investments	17,540	–	15,358	–

Accounting policy

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

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

Financial assets

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

Classification

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

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

Financial assets are not reclassified subsequent to their initial recognition.

Amortised cost

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows, and
- 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. Term deposits with an initial term of more than 3 months are classified as investments rather than cash and cash equivalents.

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

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C1-3 Restricted cash, cash equivalents and investments

\$ '000	2021		2020	
	Current	Non-current	Current	Non-current
Total cash, cash equivalents and investments	17,540	–	15,358	–
attributable to:				
External restrictions	12,690	–	10,054	–
Internal restrictions	4,510	–	4,583	–
Unrestricted	340	–	721	–
	17,540	–	15,358	–

\$ '000	2021	2020
---------	------	------

Details of restrictions

External restrictions – included in liabilities

Specific purpose unexpended grants – general fund	3,172	–
Specific purpose unexpended loans – general	491	493
McMaugh gardens resident bonds	3,068	2,437
External restrictions – included in liabilities	6,731	2,930

External restrictions – other

External restrictions included in cash, cash equivalents and investments above comprise:

Developer contributions – general	755	715
Specific purpose unexpended grants (recognised as revenue) – general fund	–	1,327
Water fund	2,610	2,391
Sewer fund	2,309	2,411
Stormwater management	285	280
External restrictions – other	5,959	7,124

Total external restrictions

	12,690	10,054
--	---------------	---------------

Internal restrictions

Council has internally restricted cash, cash equivalents and investments as follows:

Plant and vehicle replacement	1,308	1,234
Employees leave entitlement	779	772
Carry over works	153	349
Reseals	254	260
Strategic development	307	320
FAGS Received in advance	1,336	1,382
Tip Remediation	373	266
Total internal restrictions	4,510	4,583

Total restrictions

	17,200	14,637
--	---------------	---------------

Internal restrictions over cash, cash equivalents and investments are those assets restricted only by a resolution of the elected Council.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C1-4 Receivables

\$ '000	2021 Current	2021 Non-current	2020 Current	2020 Non-current
Purpose				
Rates and annual charges	644	-	783	-
Interest and extra charges	53	-	65	-
User charges and fees	218	-	268	-
Private works	10	-	14	-
Accrued revenues				
– Interest on investments	40	-	87	-
– Other income accruals	10	-	54	-
Amounts due from other councils	63	-	65	-
Government grants and subsidies	1,803	-	984	-
Net GST receivable	284	-	410	-
Resident contributions	84	-	73	-
Other debtors	148	-	193	-
Total	3,357	-	2,996	-
Less: provision of impairment				
Other debtors	(64)	-	(67)	-
Total provision for impairment – receivables	(64)	-	(67)	-
Total net receivables	3,293	-	2,929	-
Externally restricted receivables				
Water supply				
– Rates and availability charges	53	-	62	-
– Other	217	-	273	-
Sewerage services				
– Rates and availability charges	58	-	90	-
– Other	16	-	14	-
Total external restrictions	344	-	439	-
Internally restricted receivables				
Resident contributions	38	-	44	-
Internally restricted receivables	38	-	44	-
Unrestricted receivables	2,911	-	2,446	-
Total net receivables	3,293	-	2,929	-
<hr/>				
\$ '000			2021	2020
Movement in provision for impairment of receivables				
Balance at the beginning of the year (calculated in accordance with AASB 139)			67	73
+ new provisions recognised during the year			(3)	(6)
Balance at the end of the year			64	67

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C1-4 Receivables (continued)

Accounting policy

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

Impairment

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

When estimating ECL, Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

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

When considering the ECL for rates and annual charges debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

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

Council writes off a receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings, or when the receivables are over 5 years past due, whichever occurs first.

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

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

C1-5 Inventories

\$ '000	2021 Current	2021 Non-current	2020 Current	2020 Non-current
(i) Inventories at cost				
Stores and materials	261	–	231	–
Total inventories at cost	261	–	231	–
Total inventories	261	–	231	–

Accounting policy

Raw materials and stores, work in progress and finished goods

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

C1-6 Contract assets and Contract cost assets

\$ '000	Notes	2021	2020
Contract assets	C1-6	1,094	305
Total contract assets and contract cost assets		1,094	305

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C1-6 Contract assets and Contract cost assets (continued)

Contract assets

\$ '000	2021 Current	2020 Current
Building infrastructure	203	–
Transport infrastructure	310	–
Sewer infrastructure	288	305
Sporting and recreational infrastructure	293	–
Total contract assets	1,094	305

Significant changes in contract assets

Due to stimulus measures adopted by various levels of government, significant grants were awarded to Uralla Shire Council for infrastructure projects. Due to the volume of projects undertaken, council was unable to complete all works by 30 June and consequently the amount of contract assets has risen significantly this year.

Accounting policy

Contract assets

Contract assets represent Council's right to payment in exchange for goods or services the Council has transferred to a customer when that right is conditional on something other than the passage of time.

Contract assets arise when the amounts billed to customers are based on the achievement of various milestones established in the contract and therefore the amounts recognised as revenue in a given period do not necessarily coincide with the amounts billed to or certified by the customer. Once an invoice or payment claim is raised or the relevant milestone is reached, Council recognises a receivable.

Impairment of contract assets is assessed using the simplified expected credit loss model where lifetime credit losses are recognised on initial recognition.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C1-7 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2020			Asset movements during the reporting period							At 30 June 2021		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	Adjustments and transfers	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	2,099	–	2,099	4,571	–	–	–	–	–	–	6,670	–	6,670
Plant and equipment	8,223	(4,009)	4,214	950	116	(213)	(581)	–	–	–	8,755	(4,269)	4,486
Office equipment	739	(657)	82	–	31	–	(35)	–	–	–	770	(692)	78
Furniture and fittings	1,059	(772)	287	27	32	–	(58)	–	–	–	1,118	(830)	288
Land:													
– Crown land	1,725	–	1,725	–	–	–	–	(26)	(39)	–	1,660	–	1,660
– Operational land	1,402	–	1,402	–	–	–	–	–	–	–	1,402	–	1,402
– Community land	2,651	–	2,651	–	–	–	–	(98)	(15)	–	2,538	–	2,538
Land improvements – non-depreciable	17	–	17	–	–	–	–	–	(17)	–	–	–	–
Infrastructure:													
– Buildings – non-specialised	26,115	(12,945)	13,170	144	85	(28)	(592)	–	–	–	26,275	(13,496)	12,779
– Other structures	1,316	(943)	373	155	244	–	(57)	–	–	22	1,754	(1,017)	737
– Sealed roads structure	114,737	(31,793)	82,944	2,776	138	(373)	(1,818)	(73)	–	–	116,633	(33,038)	83,595
– Unsealed roads	17,170	(11,558)	5,612	178	–	(60)	(731)	–	–	–	17,207	(12,208)	4,999
– Bridges	40,944	(13,990)	26,954	20	–	–	(407)	–	–	–	40,964	(14,397)	26,567
– Footpaths	1,764	(422)	1,342	–	212	(3)	(39)	–	–	–	1,972	(460)	1,512
– Bulk earthworks (non-depreciable)	62,549	–	62,549	–	–	–	–	–	–	–	62,549	–	62,549
– Stormwater drainage	4,215	(1,076)	3,139	13	26	–	(49)	–	–	–	4,253	(1,125)	3,128
– Water supply network	28,872	(15,624)	13,248	157	8	–	(412)	–	–	120	29,304	(16,184)	13,120
– Sewerage network	14,047	(6,056)	7,991	7	–	–	(205)	–	–	72	14,184	(6,318)	7,866
– Swimming pools	748	(521)	227	–	–	–	(32)	–	–	19	822	(608)	214
– Other open space/recreational assets	1,779	(268)	1,511	98	492	(8)	(133)	–	–	65	2,462	(437)	2,025
Other assets:													
– Heritage collections	90	–	90	–	–	–	–	–	–	–	90	–	90
– Other	95	(36)	59	–	–	–	(3)	–	–	4	83	(23)	60
Reinstatement, rehabilitation and restoration assets (refer Note 11):													
– Tip assets	2,464	(467)	1,997	62	–	–	(105)	–	–	–	2,526	(572)	1,954
Total infrastructure, property, plant and equipment	334,820	(101,137)	233,683	9,158	1,384	(685)	(5,257)	(197)	(71)	302	343,991	(105,674)	238,317

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

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

By aggregated asset class	At 1 July 2019			Asset movements during the reporting period						At 30 June 2020		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000												
Capital work in progress	1,857	–	1,857	242	–	–	–	–	–	2,099	–	2,099
Plant and equipment	7,712	(3,793)	3,919	1,125	–	(295)	(535)	–	–	8,223	(4,009)	4,214
Office equipment	703	(602)	101	36	–	–	(55)	–	–	739	(657)	82
Furniture and fittings	1,027	(714)	313	32	–	–	(58)	–	–	1,059	(772)	287
Land:												
– Operational land	1,402	–	1,402	–	–	–	–	–	–	1,402	–	1,402
– Community land	2,643	–	2,643	–	8	–	–	–	–	2,651	–	2,651
– Crown land	1,725	–	1,725	–	–	–	–	–	–	1,725	–	1,725
Land improvements – non-depreciable	17	–	17	–	–	–	–	–	–	17	–	17
Infrastructure:												
– Buildings – non-specialised	25,837	(12,644)	13,193	854	12	(318)	(571)	–	–	26,115	(12,945)	13,170
– Other structures	1,308	(865)	443	3	5	–	(78)	–	–	1,316	(943)	373
– Bridges	32,019	(11,461)	20,558	127	–	–	(327)	–	6,596	40,944	(13,990)	26,954
– Footpaths	1,888	(360)	1,528	–	147	–	(49)	(284)	–	1,764	(422)	1,342
– Bulk earthworks (non-depreciable)	77,319	–	77,319	28	–	(28)	–	(14,770)	–	62,549	–	62,549
– Stormwater drainage	2,479	(612)	1,867	–	–	–	(23)	–	1,295	4,215	(1,076)	3,139
– Water supply network	28,587	(15,053)	13,534	–	13	–	(424)	–	125	28,872	(15,624)	13,248
– Sewerage network	13,901	(5,788)	8,113	–	14	–	(212)	–	76	14,047	(6,056)	7,991
– Swimming pools	750	(609)	141	122	–	(11)	(25)	–	–	748	(521)	227
– Sealed roads structure	103,602	(28,941)	74,661	2,826	93	(461)	(1,633)	–	7,458	114,737	(31,793)	82,944
– Unsealed roads	17,644	(12,731)	4,913	698	–	(65)	(602)	–	668	17,170	(11,558)	5,612
– Other open space/recreational assets	732	(225)	507	198	849	–	(43)	–	–	1,779	(268)	1,511
Other assets:												
– Heritage collections	90	–	90	–	–	–	–	–	–	90	–	90
– Other	91	(33)	58	–	4	–	(3)	–	–	95	(36)	59
Reinstatement, rehabilitation and restoration assets (refer Note 11):												
– Tip assets	2,296	(371)	1,925	168	–	–	(96)	–	–	2,464	(467)	1,997
Total infrastructure, property, plant and equipment	325,629	(94,802)	230,827	6,459	1,145	(1,178)	(4,734)	(15,054)	16,218	334,820	(101,137)	233,683

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

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

Accounting policy

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

Water and sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of 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:

	Years		Years
Plant and equipment		Other equipment	
Office equipment	5 to 20	Playground equipment	5 to 15
Office furniture	5 to 20	Benches, seats etc.	10 to 20
Computer equipment	4	Other open space recreational assets	10 to 100
Vehicles, trucks and utilities	5 to 10		
Dozers, graders and rollers	10	Buildings	
Other plant and equipment	10	Buildings: masonry	50 to 100
		Buildings: other	20 to 40
Water and sewer assets		Stormwater assets	
Dams and reservoirs	100	Drains	75 to 125
Water & Sewer Treatment Plants	70 to 100	Culverts	75 to 125
Reticulation pipes: PVC	70 to 115	Flood control structures	75 to 125
Reticulation pipes: other	25 to 75		
Pumps and telemetry	15 to 20		
Meters & Water Plant	10		
Water Mains	80 to 100	Other infrastructure assets	
Sewer Mains	70 to 100	Bulk earthworks	Infinite
		Swimming pools	50
Transportation assets		Other open space/recreational assets	20
Sealed roads: surface	15 to 20	Other infrastructure	20
Sealed roads: structure	60 to 100		
Unsealed roads	20 to 30		
Bridge: concrete	100		
Bridge: other	80		
Concrete road pavements	60		
Kerb, gutter and footpaths	40		

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

Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

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

Council has elected not to recognise land under roads acquired before 1 July 2008. Land under roads acquired after 1 July 2008 is recognised in accordance with the IPPE accounting policy.

Crown reserves

Crown reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated. Where the Crown reserves are under a lease arrangement they are accounted for under AASB 16 Leases, refer to Note C2-1.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

Rural Fire Service assets

Under Section 119 of the *Rural Fire Services Act 1997 (NSW)*, "all firefighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the firefighting equipment has been purchased or constructed".

These Rural Fire Service assets are recognised as assets of the Council in these financial statements.

C1-8 Other

Other assets

\$ '000	2021 Current	2021 Non-current	2020 Current	2020 Non-current
Prepayments	81	–	36	–
Total other assets	81	–	36	–

Current other 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;

\$ '000	2021 Current	2021 Non-current	2020 Current	2020 Non-current
Total externally restricted assets	–	–	–	–
Total internally restricted assets	–	–	–	–
Total unrestricted assets	81	–	36	–
Total other assets	81	–	36	–

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C2 Leasing activities

C2-1 Council as a lessee

Council has leases over a range of assets including infrastructure, office and IT equipment. Information relating to the leases in place and associated balances and transactions is provided below.

Terms and conditions of leases

Office equipment is leased over periods between two and five years with no residual value and equal monthly instalments.

Crown land is leased for between three and eight years with equal annual payments.

Office and IT equipment

Leases for office and IT equipment are generally for low value assets, except for significant items such as photocopiers. The leases are for between 2 and 5 years with no renewal option, the payments are fixed, however some of the leases include variable payments based on usage.

(a) Right of use assets

\$ '000	Plant & Equipment	Crown Land	Total
2021			
Opening balance at 1 July	16	62	78
Depreciation charge	(5)	(11)	(16)
Balance at 30 June	11	51	62
2020			
Adoption of AASB 16 at 1 July 2019 – first time lease recognition	21	73	94
Depreciation charge	(5)	(11)	(16)
Balance at 30 June	16	62	78

(b) Lease liabilities

\$ '000	2021 Current	2021 Non-current	2020 Current	2020 Non-current
Lease liabilities	16	48	15	63
Total lease liabilities	16	48	15	63

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C2-1 Council as a lessee (continued)

(c) (i) The maturity analysis

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

\$ '000	< 1 year	1 – 5 years	> 5 years	Total	Total per Statement of Financial Position
2021					
Cash flows	16	25	23	64	64
2020					
Cash flows	15	41	22	78	78

\$ '000	2021 Current	2021 Non-current	2020 Current	2020 Non-current
Total lease liabilities relating to unrestricted assets	16	48	15	63
Total lease liabilities	16	48	15	63

(d) Income Statement

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

\$ '000	2021	2020
Interest on lease liabilities	3	4
Amortisation of right of use assets	16	16
Expenses relating to short-term leases	6	11
	25	31

(e) Statement of Cash Flows

Total cash outflow for leases	18	18
	18	18

Accounting policy

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

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

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

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives received. The right-

continued on next page ...

Notes to the Financial Statements

for the year ended 30 June 2021

C2-1 Council as a lessee (continued)

of-use asset is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

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

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

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

Exceptions to lease accounting

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

Leases at significantly below market value / Concessionary leases

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C3 Liabilities of Council

C3-1 Payables

\$ '000	2021 Current	2021 Non-current	2020 Current	2020 Non-current
Payables				
Goods and services – operating expenditure	283	–	414	–
Goods and services – capital expenditure	953	–	87	–
Accrued expenses:				
– Borrowings	7	–	12	–
– Salaries and wages	282	–	251	–
– Other expenditure accruals	340	–	288	–
Security bonds, deposits and retentions	2	–	2	–
Retirement home contributions	3,068	–	2,437	–
Prepaid rates	146	–	145	–
TCT Funding	472	–	472	–
TCS HCP liability	750	–	604	–
Total payables	6,303	–	4,712	–
Total payables	6,303	–	4,712	–

Payables relating to restricted assets

\$ '000	2021 Current	2021 Non-current	2020 Current	2020 Non-current
Externally restricted assets				
Resident Bonds	3,068	–	2,437	–
Payables relating to externally restricted assets	3,068	–	2,437	–
Total payables relating to restricted assets	3,068	–	2,437	–
Total payables relating to unrestricted assets	3,235	–	2,275	–
Total payables	6,303	–	4,712	–

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

\$ '000	2021	2020
The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Retirement home contributions	2,182	1,312
Total payables	2,182	1,312

Accounting policy

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

Payables

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C3-2 Contract Liabilities

\$ '000	Notes	2021 Current	2021 Non-current	2020 Current	2020 Non-current
Grants and contributions received in advance:					
Unexpended operating grants (received prior to performance obligation being satisfied) ⁱ	(i)	1,467	-	689	-
Unexpended capital grants (received prior to performance obligation being satisfied) ⁱⁱ	(ii)	748	-	-	-
Total grants received in advance		2,215	-	689	-
Total contract liabilities		2,215	-	689	-

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

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

Contract liabilities relating to restricted assets

Externally restricted assets

Water	142	-	-	-
Unspent grants held as contract liabilities (excl. Water & Sewer)	2,073	-	689	-
Contract liabilities relating to externally restricted assets	2,215	-	689	-
Total contract liabilities relating to restricted assets	2,215	-	689	-
Total contract liabilities	2,215	-	689	-

Revenue recognised that was included in the contract liability balance at the beginning of the period

\$ '000	2021	2020
Grants and contributions received in advance:		
Capital grants (to construct Council controlled assets)	44	-
Total revenue recognised that was included in the contract liability balance at the beginning of the period	44	-

Significant changes in contract liabilities

The significant increase in contract liabilities in this financial year relates to funding received for the provision of community aged care. This is a result of target outputs being unable to be met, partially due to affects of COVID-19 on service operations.

Accounting policy

Contract liabilities are recorded when consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C3-3 Borrowings

\$ '000	2021		2020	
	Current	Non-current	Current	Non-current
Loans – secured ¹	266	1,705	265	1,924
Total borrowings	266	1,705	265	1,924

(1) Loans are secured over the general rating income of Council.
Disclosures on liability interest rate risk exposures, fair value disclosures and security can be found in Note E1-1.

Borrowings relating to restricted assets

\$ '000	2021		2020	
	Current	Non-current	Current	Non-current
Externally restricted assets				
McMaugh Gardens (interest bearing liabilities)	9	29	9	35
Industrial land development loan	160	555	160	555
Borrowings relating to externally restricted assets	169	584	169	590
Total borrowings relating to restricted assets	169	584	169	590
Total borrowings relating to unrestricted assets	97	1,121	96	1,334
Total borrowings	266	1,705	265	1,924

(a) Changes in liabilities arising from financing activities

\$ '000	2020		Non-cash movements				2021
	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	
Loans – secured	2,189	(218)	–	–	–	–	1,971
Lease liability (Note C2-1b)	78	(14)	–	–	–	–	64
Total liabilities from financing activities	2,267	(232)	–	–	–	–	2,035

\$ '000	2019		Non-cash movements				2020
	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	
Loans – secured	2,427	(238)	–	–	–	–	2,189
Lease liability (Note C2-1b)	–	–	–	–	78	–	78
Total liabilities from financing activities	2,427	(238)	–	–	78	–	2,267

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C3-3 Borrowings (continued)

(b) Financing arrangements

\$ '000	2021	2020
Total facilities		
Bank overdraft facilities ¹	100	100
Credit cards/purchase cards	35	40
Total financing arrangements	135	140
Drawn facilities		
– Credit cards/purchase cards	10	12
Total drawn financing arrangements	10	12
Undrawn facilities		
– Bank overdraft facilities	100	100
– Credit cards/purchase cards	25	28
Total undrawn financing arrangements	125	128

Additional financing arrangements information

Breaches and defaults

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

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

Accounting policy

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

Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down.

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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C3-4 Employee benefit provisions

\$ '000	2021		2020	
	Current	Non-current	Current	Non-current
Annual leave	783	–	738	–
Sick leave	53	–	54	–
Long service leave	1,517	93	1,339	165
Other leave	66	–	68	–
Total employee benefit provisions	2,419	93	2,199	165

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

\$ '000	2021	2020
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	1,735	1,592
	1,735	1,592

Description of and movements in provisions

\$ '000	ELE provisions				Total
	Annual leave	Sick leave	Long service leave	Other employee benefits	
2021					
At beginning of year	738	54	1,504	68	2,364
Additional provisions	501	–	183	88	772
Amounts used (payments)	(456)	(1)	(77)	(90)	(624)
Total ELE provisions at end of year	783	53	1,610	66	2,512
2020					
At beginning of year	730	54	1,598	64	2,446
Additional provisions	453	–	198	81	732
Amounts used (payments)	(445)	–	(292)	(77)	(814)
Total ELE provisions at end of year	738	54	1,504	68	2,364

Accounting policy

Employee benefit provisions are presented as current liabilities in the Statement of Financial Position if Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur and therefore all annual leave and vested long service leave (or that which vests within 12 months) is presented as current.

Short-term obligations

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

Other long-term employee benefit obligations

The liability for 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

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C3-4 Employee benefit provisions (continued)

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.

C3-5 Provisions

\$ '000	2021 Current	2021 Non-Current	2020 Current	2020 Non-Current
Asset remediation/restoration:				
Asset remediation/restoration (future works)	-	2,721	-	2,656
Sub-total – asset remediation/restoration	-	2,721	-	2,656
Total provisions	-	2,721	-	2,656
Provisions relating to restricted assets				
Total provisions relating to restricted assets	-	-	-	-
Total provisions relating to unrestricted assets	-	2,721	-	2,656
Total provisions	-	2,721	-	2,656

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C3-5 Provisions (continued)

Description of and movements in provisions

\$ '000	Other provisions	
	Asset remediation	Net carrying amount
2021		
At beginning of year	2,656	2,656
Changes to provision:		
Revised costs	62	62
Unwinding of discount	3	3
Total other provisions at end of year	<u>2,721</u>	<u>2,721</u>
2020		
At beginning of year	2,461	2,461
Revised costs	168	168
Unwinding of discount	27	27
Total other provisions at end of year	<u>2,656</u>	<u>2,656</u>

Nature and purpose of provisions

Asset remediation

Council has a legal/public obligation to make good, restore, rehabilitate and reinstate the council tip and quarry.

Accounting policy

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as a borrowing cost.

Asset remediation – tips and quarries

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs. Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

The ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within infrastructure, property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

C4 Reserves

C4-1 Nature and purpose of reserves

Infrastructure, property, plant and equipment revaluation reserve

The infrastructure, property, plant and equipment (IPPE) revaluation reserve is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

D Council structure

D1 Results by fund

General fund refers to all Council activities other than water and sewer. All amounts disclosed in this note are gross i.e. inclusive of internal charges and recoveries made between the funds. Assets and liabilities shown in the water and sewer columns are restricted for use for these activities.

D1-1 Income Statement by fund

\$ '000	General 2021	Water 2021	Sewer 2021
Income from continuing operations			
Rates and annual charges	5,708	473	686
User charges and fees	4,539	531	13
Interest and investment revenue	111	27	24
Other revenues	594	21	36
Grants and contributions provided for operating purposes	8,193	16	13
Grants and contributions provided for capital purposes	4,085	58	3,125
Total income from continuing operations	23,230	1,126	3,897
Expenses from continuing operations			
Employee benefits and on-costs	9,869	393	236
Materials and services	5,663	628	327
Borrowing costs	77	–	–
Depreciation, amortisation and impairment of non-financial assets	4,617	440	216
Other expenses	382	4	3
Net losses from the disposal of assets	502	–	–
Total expenses from continuing operations	21,110	1,465	782
Operating result from continuing operations	2,120	(339)	3,115
Net operating result for the year	2,120	(339)	3,115
Net operating result attributable to each council fund	2,120	(339)	3,115
Net operating result for the year before grants and contributions provided for capital purposes	(1,965)	(397)	(10)

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

D1-2 Statement of Financial Position by fund

\$ '000	General 2021	Water 2021	Sewer 2021
ASSETS			
Current assets			
Cash and cash equivalents	3,414	10	9
Investments	9,207	2,600	2,300
Receivables	2,949	270	74
Inventories	261	–	–
Contract assets and contract cost assets	806	–	288
Other	81	–	–
Total current assets	16,718	2,880	2,671
Non-current assets			
Infrastructure, property, plant and equipment	212,018	14,017	12,282
Right of use assets	62	–	–
Total non-current assets	212,080	14,017	12,282
TOTAL ASSETS	228,798	16,897	14,953
LIABILITIES			
Current liabilities			
Payables	6,303	–	–
Contract liabilities	2,073	142	–
Lease liabilities	16	–	–
Borrowings	266	–	–
Employee benefit provision	2,419	–	–
Total current liabilities	11,077	142	–
Non-current liabilities			
Lease liabilities	48	–	–
Borrowings	1,705	–	–
Employee benefit provision	93	–	–
Provisions	2,721	–	–
Total non-current liabilities	4,567	–	–
TOTAL LIABILITIES	15,644	142	–
Net assets	213,154	16,755	14,953
EQUITY			
Accumulated surplus	62,375	7,678	9,164
Revaluation reserves	150,779	9,077	5,789
Council equity interest	213,154	16,755	14,953
Total equity	213,154	16,755	14,953

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

D2 Interests in other entities

D2-1 Subsidiaries, joint arrangements and associates not recognised

The following subsidiaries, joint arrangements and associates have not been recognised in this financial report.

New England Joint Organisation

The New England Joint Organisation (NEJO) is a body corporate which was proclaimed on 11 May 2018 under the Local Government Act 1993 with the legal capacity and powers of an individual. The principle functions of NEJO are to:

- Establish strategic regional priorities for the Joint Organisation Area and develop strategies and plans for delivering these priorities;
- Provide regional leadership for the Joint Organisation Area and to be an advocate for strategic regional priorities;
- Identify and take up opportunities for intergovernmental cooperation on matters relating to the Joint Organisation Area.

NEJO consists of seven voting member Councils located on the Highlands, Slopes and Plains of Northern New South Wales.

The Board consists of:

- The Mayors of each Member Council, who are entitled to one (1) vote at Meetings;
- A non-voting representative of the NSW Government, who is the Regional Director of the Department of Premier and Cabinet.

The role of the Board is to direct and control the affairs of NEJO. A decision of the Board supported by a majority at which a quorum is present is a decision of NEJO. Uralla Shire Council has a one-seventh voting right, and based on the above, does not have control, joint control or significant influence over decision making or the overall activities of the organisation.

In accordance with the NEJO Charter, Uralla Shire Council contributed \$12,680 in annual fees for the 2020-21 year towards the operation of the joint organisation.

New England Weeds Authority

New England Weeds Authority (NEWA) is the registered trading name of The New England Tablelands Noxious Plants County Council. NEWA is a single purpose Council which is a Local Control Authority for priority and invasive weeds under the NSW Biosecurity Act, 2015. The present area of operation of NEWA is the local government areas of Uralla Shire Council, Armidale Regional Council, Walcha Shire Council, and Glen Innes Severn Council (under a Memorandum of Understanding). These Councils are located in the Northern Tablelands region of New South Wales.

The County Council's governance is in accordance with the Local Government Act 1993 (LGA 1993) with the County Council first proclaimed in 1947.

NEWA is funded by contributions from its four Constituent Councils, grants and private works. Each Constituent Council has delegated its Noxious weeds control function to NEWA and contributes in accordance with NEWA's proclamation. NEWA's governing body consists of five Councillors elected by each of the Constituent Councils.

Council does not have control, joint control or significant influence over decision making or the overall activities of the organisation.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E Risks and accounting uncertainties

E1-1 Risks relating to financial instruments held

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.

\$ '000	Carrying value 2021	Carrying value 2020	Fair value 2021	Fair value 2020
Financial assets				
Measured at amortised cost				
Cash and cash equivalents	3,433	1,401	3,429	1,401
Receivables	3,293	2,929	3,293	2,929
Contract Assets and Contract Cost Assets	1,094	305	1,094	305
Investments				
– Debt securities at amortised cost	14,107	13,957	14,107	13,957
Total financial assets	21,927	18,592	21,923	18,592
Financial liabilities				
Payables	6,303	4,712	6,303	4,712
Loans/advances	1,971	2,189	1,971	2,189
Contract Liabilities	2,215	689	2,215	689
Lease Liabilities	64	78	64	78
Total financial liabilities	10,553	7,668	10,553	7,668

Fair value is determined as follows:

- **Cash and cash equivalents, receivables, payables** – are estimated to be the carrying value that approximates market value.
- **Borrowings** – are based upon estimated future cash flows discounted by the current mkt interest rates applicable to assets and liabilities with similar risk profiles, unless quoted market prices are available.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

Council's finance area manages the cash and Investments portfolio.

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

The risks associated with the investments held are:

- **Price risk** – the risk that the capital value of Investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.
- **Interest rate risk** – the risk that movements in interest rates could affect returns and income.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E1-1 Risks relating to financial instruments held (continued)

- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.
- **Credit risk** – the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council – be it of a capital or income nature.

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

(a) Market risk – interest rate and price risk

\$ '000	2021	2020
The impact on results for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	149	160
Impact of a 10% movement in price of investments		
– Equity / Income Statement	–	–

(b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

Credit risk profile

Receivables – rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land; that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages payment.

\$ '000	Not yet overdue	< 1 year overdue	1 - 2 years overdue	2 - 5 years overdue	> 5 years overdue	Total
2021						
Gross carrying amount	430	13	12	189	–	644
2020						
Gross carrying amount	624	17	15	127	–	783

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E1-1 Risks relating to financial instruments held (continued)

Receivables - non-rates and annual charges and contract assets

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

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

\$ '000	Not yet overdue	0 - 30 days overdue	31 - 60 days overdue	61 - 90 days overdue	> 91 days overdue	Total
2021						
Gross carrying amount	–	2,256	–	4	453	2,713
Expected loss rate (%)	0.00%	0.00%	0.00%	0.00%	14.13%	2.36%
ECL provision	–	–	–	–	64	64
2020						
Gross carrying amount	–	1,455	–	480	278	2,213
Expected loss rate (%)	0.00%	0.00%	0.00%	0.00%	24.10%	3.03%
ECL provision	–	–	–	–	67	67

(c) Liquidity risk

Payables, lease liabilities and borrowings are both subject to liquidity risk; that is, the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels, and by maintaining an adequate cash buffer. Payment terms can be extended, and overdraft facilities drawn upon in extenuating circumstances.

Borrowings are also subject to interest rate risk: the risk that movements in interest rates could adversely affect funding costs. Council manages this risk through diversification of borrowing types, maturities and interest rate structures.

The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities (refer to Note C2-1(b) for lease liabilities) and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

\$ '000	Weighted average interest rate	Subject to no maturity	≤ 1 Year	payable in:		Total cash outflows	Actual carrying values
				1 - 5 Years	> 5 Years		
2021							
Trade/other payables	0.00%	3,089	886	2,182	–	6,157	6,157
Loans and advances	3.38%	–	327	1,048	1,038	2,413	1,971
Total financial liabilities		3,089	1,213	3,230	1,038	8,570	8,128
2020							
Trade/other payables	0.00%	2,128	1,127	1,312	–	4,567	4,567
Loans and advances	4.96%	–	320	1,175	1,234	2,729	2,189
Total financial liabilities		2,128	1,447	2,487	1,234	7,296	6,756

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E2-1 Fair value measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

– Infrastructure, property, plant and equipment

The fair value of assets and liabilities must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

\$ '000	Notes	Fair value measurement hierarchy							
		Date of latest valuation		Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2021	2020	2021	2020	2021	2020	2021	2020
Recurring fair value measurements									
Infrastructure, property, plant and equipment C1-7									
Plant and equipment	30/06/2019	30/06/2019	–	–	4,487	4,214	4,487	4,214	
Office equipment	30/06/2019	30/06/2019	–	–	78	82	78	82	
Furniture and fittings	30/06/2019	30/06/2019	–	–	288	287	288	287	
Operational land	30/06/2018	30/06/2018	–	–	1,821	1,821	1,821	1,821	
Community land	30/06/2021	30/06/2018	–	–	3,779	3,957	3,779	3,957	
Land improvements – non-depreciable	30/06/2021	30/06/2016	–	–	–	17	–	17	
Buildings – non-specialised	30/06/2018	30/06/2018	–	–	12,779	13,170	12,779	13,170	
Other structures	30/06/2021	30/06/2016	–	–	779	373	779	373	
Sealed road structure	30/06/2020	30/06/2020	–	–	83,595	82,944	83,595	82,944	
Unsealed roads	30/06/2020	30/06/2020	–	–	4,999	5,612	4,999	5,612	
Bridges	30/06/2020	30/06/2020	–	–	26,567	26,954	26,567	26,954	
Footpaths	30/06/2020	30/06/2020	–	–	1,511	1,342	1,511	1,342	
Bulk earthworks	30/06/2020	30/06/2020	–	–	62,549	62,549	62,549	62,549	
Stormwater drainage	30/06/2020	30/06/2020	–	–	3,128	3,139	3,128	3,139	
Water supply network	30/06/2021	30/06/2020	–	–	13,120	13,248	13,120	13,248	
Sewerage network	30/06/2021	30/06/2020	–	–	7,866	7,991	7,866	7,991	
Heritage collection	30/06/2014	30/06/2014	–	–	90	90	90	90	
Other assets	30/06/2021	30/06/2016	–	–	60	59	60	59	
Other open space / recreational assets	30/06/2021	30/06/2016	–	–	2,002	1,511	2,002	1,511	
Swimming pools	30/06/2021	30/06/2016	–	–	195	227	195	227	
Total infrastructure, property, plant and equipment			–	–	229,693	229,587	229,693	229,587	

Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E2-1 Fair value measurement (continued)

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

Infrastructure, property, plant and equipment (IPPE)

Councils Plant & Equipment, Furniture and Fittings incorporates:

Major Plant - trucks, tractors, graders, rollers and excavators
Fleet Vehicles - cars, vans, utes etc.
Minor Plant - chainsaw, brush cutters, mowers, concrete mixers.
Furniture and Fittings - desks, chairs, display system.
Office Equipment - computers, monitors, projectors, laptops

Plant equipment, office equipment and furniture & fittings are valued at cost but are disclosed at fair value in the notes. The carrying amount reflects the fair value of the asset due to the nature of the items as shown above

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life
Asset Condition
Residual Value
Gross Replacement Cost

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

Land - Operational Land

Council's "Operational" land by definition has no special restriction other than those that may apply to any parcel of land. Fair value for operational land is obtained from an external valuer every 5 years.

Last valuation was conducted in 2018 using Level 3 Inputs

Generally, fair value is the most advantageous price reasonably obtained by the seller and the most advantageous price reasonably obtained by buyer. This is not necessarily the market selling price of the asset rather, the maximum value that Council would rationally pay to acquire the asset, taking into account quoted market price in an active and liquid market, current market price of similar asset, cost of replacing an asset.

Criteria for this include: Land description and dimensions, planning and other constraints on development and the potential for alternative use (Valued by AssetVal in March 2018).

The unobservable Level 3 inputs used include:

Rates per Square Metre
Description of Land

The 'Market Approach' is used to value operational land. There has been no change to the valuation process during the reporting period.

Land Improvements

The cost approach is utilised, with asset values determined based on actual cost of construction and maintenance.

Any infrastructure constructed on improved land is separately valued.

Council carries fair value of land reserves using Level 3 Inputs

The unobservable Level 3 inputs used include:

Useful Life
Asset Condition
Asset Condition

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E2-1 Fair value measurement (continued)

The cost approach is used to value the land improvements. There has been no change to the valuation process during the reporting period.

Land - Community Land

Council's "Community" Land (including owned by Council, The Crown and various other Government Agencies that is managed by Council) by definition is land intended for public access and use or where other restrictions applying to the land create some obligation to maintain public access (such as a trust deed or dedication under section 94 of the EPA Act 1979). This gives rise to the restriction in the Act, intended to preserve the qualities of the land. Community land is valued at Valuer General unimproved capital value (UCV) which takes into account highest and best use values. This land was revalued in 2021.

Community Land:

Cannot be sold

Cannot be leased, licensed, or any other estate granted over the land for more than 21 years

Must have a plan of management for it.

Buildings - Non Specialised

Council buildings includes Libraries, Public Amenities, Sporting Club, Kiosks and Amenities, Depot Building and Workshops, McMaugh's Aged Care Centre, Community Centre, Visitor Information Centre, Pre School, SES Shelter and others. Council carries fair value buildings using level 3 inputs. Valuations were carried out by external valuers - AssetVAL in March 2018 using the cost approach.

This approach estimates the replacement cost for each building by componentising the building into significant parts with different useful life and taking into account a range of factors.

Buildings are valued by applying a unit rate to a structure or a square metre rate to a building, based on its current replacement cost. These rates are derived from substantial analysis of construction costs by Council's valuer (Valued by AssetVal in March 2018). Each building is assigned a residual value. Further improvements could be achieved by componentising buildings.

The unobservable Level 3 inputs used include:

Pattern of Consumption	Future Economic Benefit
Useful Life	Residual Value
Asset Condition	Remaining useful life

The cost approach is used to value the Buildings. There has been no change to the valuation process during the reporting period.

Infrastructure - Roads

This asset class comprises the Road Carriageway, Bus Shelter, Car Parks, Guardrails, Kerb and Gutter, Suburb Markers, and Traffic Facilities.

The road carriageway is defined as the trafficable portion of a road, between but not including the kerb and gutter and would include any paved markers parking places along roadside.

Council's Asset Management System include condition assessment data for a 5 year cycle on sealed roads and routine inspections of unsealed roads. An asset condition assessment was carried out by Shepherd Asset Management Solutions during 2020.

To determine the unit cost of seals, Council used external professionals, Australis Asset Advisory Group and Vanguard Consulting Group, to provide unit rates and replacement cost for all road asset classes. Roads are componentised into road surface, base, sub-base and earthworks. Surface has been split into sealed and unsealed road components.

Council fair values road infrastructure assets using Level 3 inputs at a component level.

The Cost Approach is used to value roads by componentising the assets into significant parts and then rolling these component values up to provide an overall road valuation (for each road segment) within the Council Asset System.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E2-1 Fair value measurement (continued)

The unobservable Level 3 inputs used include:

Pattern of Consumption	Asset Condition	Remaining useful life
Useful Life and Residual Value	Gross Replacement Cost	

The cost approach is used to value the Roads (Sealed and Unsealed). There has been no change in valuation technique from prior years.

Infrastructure- Footpaths

A footpath is defined as all footways (including those shared with a cycleway) sealed or non-sealed. Council has specification for dimensions of cycleway and pathways. A full assessment was undertaken in 2020 by external consultants Australis and Vanguard.

These inspections were carried out to comply with insurance protocols and to provide data for the revaluation that occurred during 2020. Current replacement costs are based on modern equivalent unit rates..

Councils fair values, footpaths, (non componentised) using Level 3 inputs

Pattern of Consumption
Useful Life
Asset Condition
Future Economic Benefit
Remaining useful life

The cost approach is used to value the Footpaths. There has been no change to the valuation process during the reporting period.

Infrastructure - Stormwater Drainage

Council's Drainage Assets comprises pits, culverts, open channels, headwalls and various type of water quality devices used to collect, store and remove stormwater. The 'Cost Approach' estimated the replacement cost for each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. Council has adopted useful life of between 75 and 125 years for its stormwater drainage assets.

Condition assessment for all stormwater drainage was carried out in 2020. All systems have been assessed as being satisfactory or better. A full assessment was undertaken in 2020 by external consultants Australis and Vanguard. Council carries fair value drainage assets (non-componentised) using Level 3 inputs.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life and Residual Value
Asset Condition
Gross Replacement Cost
Remaining useful life

The cost approach is used to value the Stormwater Drainage. There has been no change in valuation technique from prior years.

Infrastructure-Sewerage Network

Council's Sewerage Network consist of Sewer pipes, pump stations, treatment plant, telemetry system, manholes. Council carries fair values Sewerage Network Assets (non - componentised) using Level 3 inputs.

Current replacement costs for sewer assets have been derived by utilizing Rawlinson Rates and NSW Office of Water Revenue rates, unit costs and lump sums. Council engaged a highly qualified and experienced engineer to undertake a revaluation of its sewer assets in 2017. 100% of above ground infrastructure was inspected.

Council identifies 10 critical mains section each year for inspection; selection is based on the log of overflows, leakages or complaints. Data limitations therefore exist based upon sampling of inspections, lack of historical maintenance and complaint

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E2-1 Fair value measurement (continued)

data. All asset components were assigned a residual value, useful life and remaining useful life, and were conditioned rated at time of valuation, with the condition rating determining the remaining useful life. A physical inspection of ground level assets was conducted and photographic evidence, including use of video, was collected of manholes and mains to support condition assessments.

The unobservable Level 3 inputs used include:

Useful Life
Asset Condition
Future Economic Benefit
Remaining useful life

The cost approach is used to value the Sewerage Network. There has been no change to the valuation process during the reporting period.

Other Assets

Council's other assets comprise of Heritage Collections - Thunderbolts Painting and other miscellaneous assets. A valuation of the collection of Thunderbolts paintings was undertaken by A.N.G Art Consulting in August 2014 providing a reasonable estimate of the replacement value of each work based on current market prices for similar works by the same artist. Other infrastructure assets were revalued during 2021 including the swimming pool which has now been recognised separately in the infrastructure note. Council carries fair values of other assets using level 3 inputs.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life and Residual Value
Asset Condition
Gross Replacement Cost
Remaining useful life

The cost approach is used to value the Other Assets. There has been no change in valuation technique from prior year.

Infrastructure- Bridges

Council has 50 bridges/major culverts on local roads and 33 bridges/major culverts on regional roads. Of these, two bridges were replaced in 2017/18 with some additional work finalised in 2018/19.

All Council bridges are inspected by Council's qualified inspectors on a biannual program.

Council engaged an independent company to assess HML capacity on selected bridges in 2018-19.

Council used external professionals, Australis Asset Advisory Group and Vanguard Consulting Group, to provide unit rates and replacement cost for all bridges and culverts.

Bridges are componentised into bridges and major culverts, and culverts and drainage assets include both pits and pipes.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life and Residual Value

The cost approach is used to value the Bridges. There has been no change in valuation technique from previous years.

Infrastructure- Bulk Earthworks

Council Bulk Earthworks consists of cuttings, fill and levelling of earth and rocks.

Council used external professionals, Australis Asset Advisory Group and Vanguard Consulting Group, to provide unit rates and replacement cost for all earthworks.

Notes to the Financial Statements

for the year ended 30 June 2021

E2-1 Fair value measurement (continued)

The unobservable Level 3 inputs used include Unit Rates & Asset Condition.

The cost approach is used to value the Bulk Earthworks. There has been no change in valuation technique from prior years.

Infrastructure- Water Supply Network

Council's Water Network consist of Water pipes, pump stations, treatment plant, telemetry system and reservoirs
Council carries fair value Water Supply Network Assets (non-componentised) using Level 3 inputs.

Current replacement costs for water assets have been derived by utilizing Rawlinson Rates and NSW Office of Water references rates, unit costs and lump sum. Council engaged an engineer to undertake a revaluation of water assets in 2017. Physical inspections were carried out with photographic evidence collected to support condition ratings. 100% of above ground infrastructure was inspected. Council identifies 10 critical mains sections each year for inspection; selection is based on the log of overflows, leakages or complaints. Data limitations therefore exist due to lack of records of historical maintenance and inspection and sampling of inspections. All asset components are assigned a residual value, useful life and remaining useful life, and were conditioned rated at time of revaluation, with the condition rating determining the useful life.

The unobservable Level 3 inputs used include:

Pattern of Consumption
Useful Life

The cost approach is used to value the Water Network. There has been no change in valuation technique from prior years.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E2-1 Fair value measurement (continued)

Fair value measurements using significant unobservable inputs (level 3)

The valuation process for level 3 fair value measurements

The valuation techniques prescribed by AASB 13 can be summarised as:

Cost approach - Valuation technique that reflects the amount what would be required to replace the service capacity of an asset (current replacement cost).

Income approach - Valuation technique that converts future amounts (cash inflow /outflows) to signal the current (i.e. discounted) amount. The fair value measurement is determined on the basis of the value indicated by current market expectations about these future amounts.

Market approach - Valuation technique that uses prices and other relevant information, generated by market transactions involving identical or comparable (similar) assets, liabilities or a group of assets and liabilities such as a business.

For the purpose of level 3 fair value measurement a Cost Approach was used for most assets except Land - Operational and Community where a market approach is required. The inputs used for this technique are:

Pattern of consumption
Residual Value
Asset Condition
Useful Life
Unit Rates

A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy is provided below:

\$ '000	Operational Land		Community Land		Land improvements		Buildings and other infrastructure	
	2021	2020	2021	2020	2021	2020	2021	2020
Opening balance	1,821	1,821	3,957	3,949	17	17	15,053	14,143
Total gains or losses for the period								
Recognised in other comprehensive income – revaluation surplus	–	–	(178)	–	(17)	–	106	–
Other movements								
Purchases (GBV)	–	–	–	8	–	–	1,218	1,921
Disposals (WDV)	–	–	–	–	–	–	(36)	(318)
Depreciation and impairment	–	–	–	–	–	–	(781)	(692)
Closing balance	1,821	1,821	3,779	3,957	–	17	15,560	15,054

\$ '000	Sealed roads		Unsealed roads		Bridges		Footpaths	
	2021	2020	2021	2020	2021	2020	2021	2020
Opening balance	82,944	74,661	5,612	4,913	26,954	20,558	1,342	1,528
Total gains or losses for the period								
Recognised in other comprehensive income – revaluation surplus	(72)	7,458	–	668	–	6,596	–	(284)
Other movements								
Purchases (GBV)	2,914	2,919	178	698	20	127	212	147
Disposals (WDV)	(373)	(461)	(60)	(65)	–	–	(3)	–
Depreciation and impairment	(1,818)	(1,633)	(731)	(602)	(407)	(327)	(39)	(49)
Closing balance	83,595	82,944	4,999	5,612	26,567	26,954	1,512	1,342

continued on next page ...

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E2-1 Fair value measurement (continued)

\$ '000	Bulk earthworks (non-depreciable)		Stormwater drainage		Water supply network		Sewerage network	
	2021	2020	2021	2020	2021	2020	2021	2020
Opening balance	62,549	77,319	3,139	1,867	13,248	13,534	7,991	8,113
Total gains or losses for the period								
Recognised in other comprehensive income – revaluation surplus	–	(14,770)	–	1,295	120	125	72	76
Other movements								
Purchases (GBV)	–	28	38	–	165	13	7	14
Disposals (WDV)	–	(28)	–	–	–	–	–	–
Depreciation and impairment	–	–	(49)	(23)	(413)	(424)	(204)	(212)
Closing balance	62,549	62,549	3,128	3,139	13,120	13,248	7,866	7,991

\$ '000	Other assets		Plant and equipment		Total	
	2021	2020	2021	2020	2021	2020
Opening balance	376	289	4,583	4,333	229,586	227,045
Recognised in other comprehensive income – revaluation surplus	4	–	–	–	35	1,164
Purchases (GBV)	–	126	1,156	1,193	5,908	7,194
Disposals (WDV)	–	(11)	(213)	(295)	(685)	(1,178)
Depreciation and impairment	(35)	(28)	(674)	(648)	(5,151)	(4,638)
Closing balance	345	376	4,852	4,583	229,693	229,587

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 2021

E3-1 Contingencies

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

LIABILITIES NOT RECOGNISED

1. Guarantees

(i) Defined benefit superannuation contribution plans

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

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

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

Description of the funding arrangements.

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

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

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

* For 180 Point Members, Employers are required to contribute 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 2021

E3-1 Contingencies (continued)

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

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2021 was \$88,370. The last valuation of the Scheme was performed by the Fund Actuary, Richard Boyfield FIAA as at 30 June 2020.

The amount of additional contributions included in the total employer contribution advised above is \$63,300. Council's expected contribution to the plan for the next annual reporting period is \$90,414.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2021 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,620.5	
Past Service Liabilities	2,445.6	107.2%
Vested Benefits	2,468.7	106.2%

* 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 0.16% as at 30 June 2021.

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.

Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review, which will be a triennial actuarial investigation will be completed by December 2021.

(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.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E3-1 Contingencies (continued)

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

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

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

(iv) Other guarantees

Council has provided no other guarantees other than those listed above.

2. Other liabilities

(i) Third party claims

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

(ii) Potential land acquisitions due to planning restrictions imposed by Council

Council has classified a number of privately owned land parcels as local open space or bushland.

As a result, where notified in writing by the various owners, Council will be required to purchase these land parcels.

At reporting date, reliable estimates as to the value of any potential liability (and subsequent land asset) from such potential acquisitions has not been possible.

ASSETS NOT RECOGNISED

(i) Land under roads

As permitted under AASB 1051, Council has elected not to bring to account land under roads that it owned or controlled up to and including 30/6/08.

(ii) Infringement notices/fines

Fines and penalty income, the result of Council issuing infringement notices is followed up and collected by the Infringement Processing Bureau.

Council's revenue recognition policy for such income is to account for it as revenue on receipt.

Accordingly, at year end, there is a potential asset due to Council representing issued but unpaid infringement notices.

Due to the limited information available on the status, value and duration of outstanding notices, Council is unable to determine the value of outstanding income.

(iii) Central Northern Libraries

The Uralla Shire Council is a member of the Central Northern Libraries Group.

This group operates under the Central Northern Library Regional Library Agreement renewed from 1 July 2010, administered by the Tamworth Regional Council on behalf of the six members.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

E3-1 Contingencies (continued)

From 1 July 2012, the Gwydir Shire Council has been admitted as a member of the Central Northern Regional Libraries. The Gwydir Shire Council will not be entitled to share in reserves which existed at 30 June 2012 (Clause 2 of the Variation of Central Northern Regional Library Regional Library Agreement 2012).

Clause 7.1 of the Agreement states: "Tamworth Regional Council shall own the assets acquired from Central Northern Regional Library's budget subject to the 'reimbursement rights' held by each of the Delegating Councils as provided by this clause."

Clause 7.3 states: "Upon the termination of this agreement, a proportion of the assets identified in the asset register shall be distributed to the Delegating Councils. The method for determining the a set distribution to each Delegating Council is specified in Schedule 4 of this Agreement."

Schedule 4 determines that the distribution of the net assets shall be apportioned in the ratio of the contributions made in the three preceding years or the current life of the existing agreement. The net assets of the Central Northern Regional Library at 30 June 2020 were \$1,792,836 with a Surplus from Ordinary Activities of \$63,462 for the 2019/2020 year. The percentage of contribution and share of net assets for the Uralla Shire Council is 7.2%.

(iv) Rural Fire Fighting Assets

Council has title to, and is the registered owner of vehicles including category 1 and 2 rural fire appliances and associated rural fire fighting equipment.

These assets are under the control of the Rural Fire Services to enable that authority to provide the bushfire protection defences set out in their Service Level Agreement with Council, and accordingly have been recognised in these reports as assets (Note 10a Accounting policy for infrastructure, property, plant and equipment). In accordance with normal Rural Fire Service funding arrangements, Council continues to contribute to the costs of maintenance of this equipment.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

F People and relationships

F1 Related party disclosures

F1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

\$ '000	2021	2020
Compensation:		
Short-term benefits	802	763
Post-employment benefits	81	107
Total	883	870

Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of KMP using Council services (e.g. access to library or Council swimming pool) will not be disclosed.

A close family member of a key management personnel was previously employed through an arm's length process. They are paid in accordance with the Award for the job they perform. The council employs over 150 staff of which only 1 is a close family member of key management personnel.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

F1-2 Councillor and Mayoral fees and associated expenses

\$ '000	2021	2020
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	21	21
Councillors' fees	103	102
Other Councillors' expenses (including Mayor)	11	15
Total	135	138

F2 Other relationships

F2-1 Audit fees

\$ '000	2021	2020
During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms		
Auditors of the Council - NSW Auditor-General:		
(i) Audit and other assurance services		
Audit and review of financial statements	61	49
Remuneration for audit and other assurance services	61	49
Total Auditor-General remuneration	61	49
Non NSW Auditor-General audit firms		
(i) Audit and other assurance services		
Other audit and assurance services	75	31
Remuneration for audit and other assurance services	75	31
Total remuneration of non NSW Auditor-General audit firms	75	31
Total audit fees	136	80

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G Other matters

G1-1 Statement of Cash Flows information

Reconciliation of net operating result to cash provided from operating activities

\$ '000	2021	2020
Net operating result from Income Statement	4,896	1,536
Adjust for non-cash items:		
Depreciation and amortisation	5,273	4,750
Net losses/(gains) on disposal of assets	502	955
Unwinding of discount rates on reinstatement provisions	3	54
+/- Movement in operating assets and liabilities and other cash items:		
Decrease/(increase) in receivables	(361)	(787)
Increase/(decrease) in provision for impairment of receivables	(3)	(6)
Decrease/(increase) in inventories	(30)	(2)
Decrease/(increase) in other current assets	(45)	23
Decrease/(increase) in contract assets	(789)	(305)
Increase/(decrease) in payables	(131)	56
Increase/(decrease) in accrued interest payable	(5)	–
Increase/(decrease) in other accrued expenses payable	83	(31)
Increase/(decrease) in other liabilities	147	307
Increase/(decrease) in contract liabilities	1,526	44
Increase/(decrease) in provision for employee benefits	148	(82)
Increase/(decrease) in other provisions	(3)	141
Net cash provided from/(used in) operating activities from the Statement of Cash Flows	11,211	6,653

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G2-1 Commitments

Capital commitments (exclusive of GST)

\$ '000	2021	2020
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Property, plant and equipment		
Plant and equipment	508	363
Bundarra Sewer Scheme	3,941	20
Stronger Country Community Projects	–	74
VIC Redevelopment	70	413
Solar panel supply & installation	–	80
McMaugh generator & LED lights	–	56
Tolleys Gully Bridge & other road works	152	–
Uralla Pool Amenities	40	–
Depot upgrade	37	–
Total commitments	4,748	1,006
These expenditures are payable as follows:		
Within the next year	4,748	1,006
Total payable	4,748	1,006
Sources for funding of capital commitments:		
Unrestricted general funds	137	–
Future grants and contributions	3,213	643
Internally restricted reserves	508	363
Externally restricted reserves	890	–
Total sources of funding	4,748	1,006

G3-1 Events occurring after the reporting date

No matters have arisen subsequent to balance date that would require these financial statements to be amended.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G4 Statement of developer contributions as at 30 June 2021

G4-1 Summary of developer contributions

\$ '000	Opening balance at 1 July 2020	Contributions received during the year		Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2021	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash					
Roads	557	33	-	5	-	-	595	-
Traffic facilities	20	-	-	-	-	-	20	-
Community facilities	81	-	-	1	-	-	82	-
Other	57	-	-	1	-	-	58	-
S7.11 contributions – under a plan	715	33	-	7	-	-	755	-
Total S7.11 and S7.12 revenue under plans	715	33	-	7	-	-	755	-
Total contributions	715	33	-	7	-	-	755	-

Under the Environmental Planning and Assessment Act 1979, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2020	Contributions received during the year		Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2021	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash					
CONTRIBUTION PLAN – RURAL INVERGOWRIE								
Roads	96	-	-	1	-	-	97	-
Traffic facilities	20	-	-	-	-	-	20	-
Community facilities	81	-	-	1	-	-	82	-
Other	52	-	-	1	-	-	53	-
Total	249	-	-	3	-	-	252	-
CONTRIBUTION PLAN – RURAL								
Other	5	-	-	-	-	-	5	-
Total	5	-	-	-	-	-	5	-
CONTRIBUTION PLAN – DCP ROAD MAINTENANCE ROYALTIES								
Roads	461	33	-	4	-	-	498	-
Total	461	33	-	4	-	-	498	-

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G5 Statement of performance measures

G5-1 Statement of performance measures – consolidated results

\$ '000	Amounts 2021	Indicator 2021	Indicators 2020 2019		Benchmark
1. Operating performance ratio					
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	(1,871)	(8.92)%	(2.43)%	(0.87)%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹	20,985				
2. Own source operating revenue ratio					
Total continuing operating revenue excluding all grants and contributions ¹	15,657	55.42%	63.98%	70.52%	> 60.00%
Total continuing operating revenue ¹	28,253				
3. Unrestricted current ratio					
Current assets less all external restrictions	8,947	2.22x	2.80x	2.22x	> 1.50x
Current liabilities less specific purpose liabilities	4,032				
4. Debt service cover ratio					
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	3,479	11.26x	10.91x	11.43x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	309				
5. Rates and annual charges outstanding percentage					
Rates and annual charges outstanding	697	9.00%	11.76%	7.25%	< 10.00%
Rates and annual charges collectable	7,741				
6. Cash expense cover ratio					
Current year's cash and cash equivalents plus all term deposits	17,540	11.88	9.99	11.50	> 3.00
Monthly payments from cash flow of operating and financing activities	1,477	mths	mths	mths	mths

(1) Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

(2) Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, net loss on disposal of assets and net loss on share of interests in joint ventures and associates using the equity method

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G5-2 Statement of performance measures by fund

\$ '000	General Indicators ³		Water Indicators		Sewer Indicators		Benchmark
	2021	2020	2021	2020	2021	2020	
1. Operating performance ratio							
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	(7.65)%	(0.36)%	(37.17)%	(30.55)%	(1.30)%	8.80%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹							
2. Own source operating revenue ratio							
Total continuing operating revenue excluding capital grants and contributions ¹	47.15%	63.62%	93.43%	59.15%	19.48%	82.78%	> 60.00%
Total continuing operating revenue ¹							
3. Unrestricted current ratio							
Current assets less all external restrictions	2.22x	2.80x	20.28x	∞	∞	∞	> 1.50x
Current liabilities less specific purpose liabilities							
4. Debt service cover ratio							
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	10.45x	10.33x	∞	∞	∞	∞	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)							
5. Rates and annual charges outstanding percentage							
Rates and annual charges outstanding	8.70%	11.17%	12.34%	13.94%	9.59%	15.50%	< 10.00%
Rates and annual charges collectable							
6. Cash expense cover ratio							
Current year's cash and cash equivalents plus all term deposits	9.79	8.10	21.38	13.38	35.43	42.93	> 3.00
Monthly payments from cash flow of operating and financing activities	mths	mths	mths	mths	mths	mths	mths

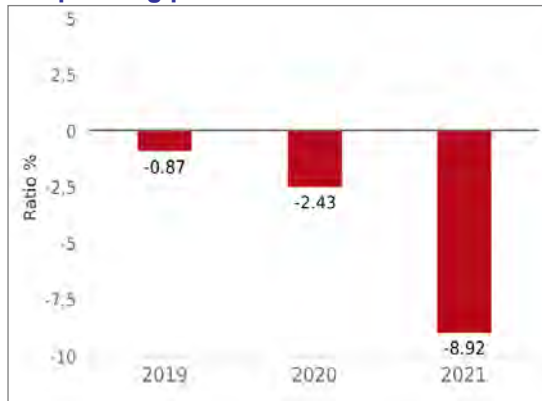
(1) - (2) Refer to Notes at Note G6-1 above.

(3) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

H Additional Council disclosures (unaudited)

H1-1 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 2020/21 result

2020/21 ratio (8.92)%

Council has incurred a loss for the third year in a row, with this loss aligning closely to the original budget after adjusting for the additional depreciation and losses on disposal of assets. Further work will be needed by Council and the community to align operating expenditure with operating income and to consider appropriate and acceptable service levels.

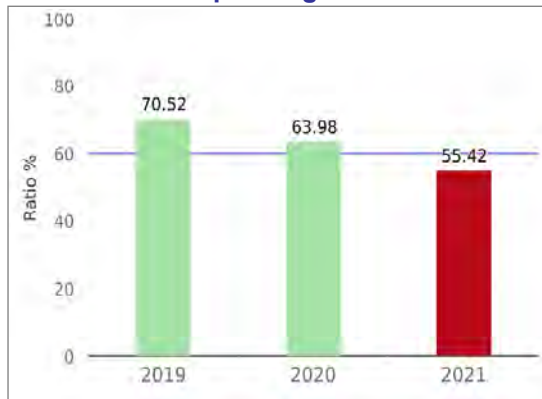
Benchmark: — > 0.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

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 2020/21 result

2020/21 ratio 55.42%

This ratio has deteriorated this year due to the increase in the denominator reflecting the significant one-off capital grants received this year. The actual continuing operating revenue excluding all grants and contributions remains quite stable and in line with prior years.

Benchmark: — > 60.00%

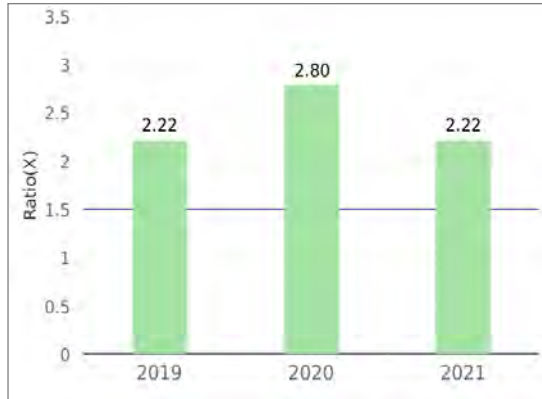
Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

H1-1 Statement of performance measures – consolidated results (graphs) (continued)

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 2020/21 result

2020/21 ratio 2.22x

This result reflects council's ability to pay debts from reserves not restricted for other purposes.

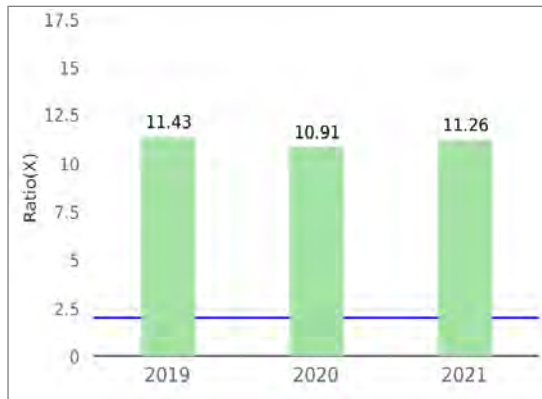
Benchmark: — > 1.50x

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

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 2020/21 result

2020/21 ratio 11.26x

The high ratio here reflects council's decision to fund asset replacement, renewal and expansion without the need to borrow for these activities.

Benchmark: — > 2.00x

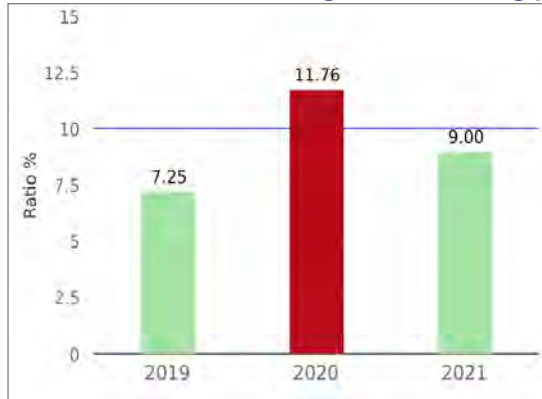
Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

H1-1 Statement of performance measures – consolidated results (graphs) (continued)

5. Rates and annual charges outstanding percentage



Purpose of rates and annual charges outstanding percentage

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

Commentary on 2020/21 result

2020/21 ratio 9.00%

The improvement in this ratio reflects the significant work that has been undertaken in assisting ratepayers to proactively manage their outstanding rates and charges, mostly through payment arrangements.

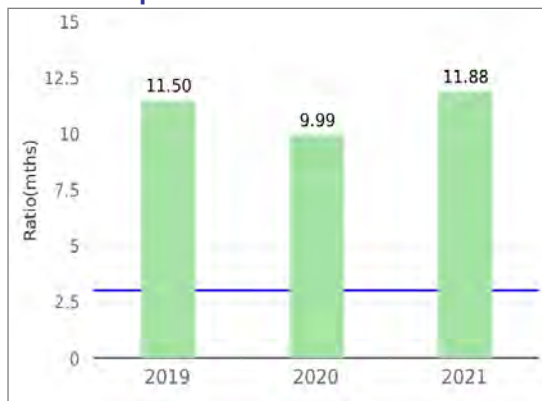
Benchmark: — < 10.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

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 2020/21 result

2020/21 ratio 11.88 mths

Council continues to hold sufficient cash to pay for operating expenses without the need for additional cash inflow.

Benchmark: — > 3.00mths

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

H1-2 Council information and contact details

Principal place of business:

32 Salisbury Street
Uralla NSW 2358

Contact details

Mailing Address:

PO Box 106
Uralla NSW 2358

Opening hours:

8:30am - 1:00pm
2:00pm to 4:30pm
Monday to Friday

Telephone: 02 6778 6300

Facsimile: 02 6778 6349

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

Email: council@uralla.nsw.gov.au

Officers

General Manager

Kate Jessep

Responsible Accounting Officer

Simon Paul

Public Officer

Ms Nathalie Heaton

Auditors

Audit Office of NSW
Level 19, Darling Park Tower 2,
201 Sussex Street,
Sydney NSW 2000

Elected members

Mayor

Michael Pearce

Councillors

Cr Robert Crouch
Cr Mark Dusting
Cr Levi Sampson
Cr Natasha Ledger
Cr Isabel Strutt
Cr Tom O'Connor
Cr Robert Bell
Cr Tara Toomey

Other information

ABN: 55 868 272 018

Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2021

Independent Auditor's Reports:

On the Financial Statements (Sect 417 [2])

Independent Auditor's Report

Please uplift Council's Audit Report PDF (opinion) for inclusion in the GPFS report (via the Home screen).

Uralla Shire Council

General Purpose Financial Statements

for the year ended 30 June 2021

Independent Auditor's Reports: (continued)

On the Financial Statements (Sect 417 [3])

Independent Auditor's Report

Please uplift Council's Audit Report PDF (commentary) for inclusion in the GPFS report (via the Home screen).

Uralla Shire Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2021



Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2021

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Background

- i. These Special Purpose Financial Statements have been prepared for the use by both Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.
- ii. The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.

- iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and **(b)** those activities with a turnover of more than \$2 million that Council has formally declared as a business activity (defined as Category 1 activities).

- iv. In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).

Uralla Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2021

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

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

- the NSW Government Policy Statement '*Application of National Competition Policy to Local Government*',
- the Division of Local Government Guidelines '*Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality*',
- the Local Government *Code of Accounting Practice and Financial Reporting*,
- the NSW Office of Water *Best-Practice Management of Water and Sewerage Guidelines*.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year
- accord with Council's accounting and other records
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 23 November 2021.

Michael Pearce
Mayor
23 November 2021

Robert Crouch
Councillor
23 November 2021

Kate Jessep
General Manager
23 November 2021

Simon Paul
Responsible Accounting Officer
23 November 2021

Uralla Shire Council

Income Statement of water supply business activity

for the year ended 30 June 2021

\$ '000	2021	2020
Income from continuing operations		
Access charges	473	480
User charges	531	560
Interest	27	62
Grants and contributions provided for non-capital purposes	16	541
Other income	21	–
Total income from continuing operations	1,068	1,643
Expenses from continuing operations		
Employee benefits and on-costs	393	581
Materials and services	628	1,109
Depreciation, amortisation and impairment	440	451
Other expenses	4	4
Total expenses from continuing operations	1,465	2,145
Surplus (deficit) from continuing operations before capital amounts	(397)	(502)
Grants and contributions provided for capital purposes	58	220
Surplus (deficit) from continuing operations after capital amounts	(339)	(282)
Surplus (deficit) from all operations before tax	(339)	(282)
Surplus (deficit) after tax	(339)	(282)
Plus accumulated surplus	8,017	8,299
Closing accumulated surplus	7,678	8,017
Return on capital %	(2.8)%	(3.5)%
Subsidy from Council	606	627
Calculation of dividend payable:		
Surplus (deficit) after tax	(339)	(282)
Less: capital grants and contributions (excluding developer contributions)	(58)	(220)

Uralla Shire Council

Income Statement of sewerage business activity

for the year ended 30 June 2021

\$ '000	2021	2020
Income from continuing operations		
Access charges	686	653
User charges	13	7
Interest	24	54
Grants and contributions provided for non-capital purposes	13	13
Other income	36	12
Total income from continuing operations	772	739
Expenses from continuing operations		
Employee benefits and on-costs	236	193
Materials and services	327	254
Depreciation, amortisation and impairment	216	220
Other expenses	3	7
Total expenses from continuing operations	782	674
Surplus (deficit) from continuing operations before capital amounts	(10)	65
Grants and contributions provided for capital purposes	3,125	138
Surplus (deficit) from continuing operations after capital amounts	3,115	203
Surplus (deficit) from all operations before tax	3,115	203
Less: corporate taxation equivalent [based on result before capital]	-	(18)
Surplus (deficit) after tax	3,115	185
Plus accumulated surplus	6,049	5,846
Plus adjustments for amounts unpaid:		
- Corporate taxation equivalent	-	18
Closing accumulated surplus	9,164	6,049
Return on capital %	(0.1)%	0.7%
Subsidy from Council	193	16
Calculation of dividend payable:		
Surplus (deficit) after tax	3,115	185
Less: capital grants and contributions (excluding developer contributions)	(3,125)	(138)
Surplus for dividend calculation purposes	-	47
Potential dividend calculated from surplus	-	24

Uralla Shire Council

Income Statement of private works

for the year ended 30 June 2021

\$ '000	2021 Category 2	2020 Category 2
Income from continuing operations		
User charges	232	109
Grants and contributions provided for non-capital purposes	302	69
Total income from continuing operations	534	178
Expenses from continuing operations		
Employee benefits and on-costs	40	42
Materials and services	481	125
Total expenses from continuing operations	521	167
Surplus (deficit) from continuing operations before capital amounts	13	11
Surplus (deficit) from continuing operations after capital amounts	13	11
Surplus (deficit) from all operations before tax	13	11
Less: corporate taxation equivalent [based on result before capital]	(3)	(3)
Surplus (deficit) after tax	10	8
Plus accumulated surplus	(15)	(26)
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	3	3
Less:		
Closing accumulated surplus	(2)	(15)

Uralla Shire Council

Income Statement of McMaugh Gardens

for the year ended 30 June 2021

\$ '000	2021 Category 2	2020 Category 2
Income from continuing operations		
User charges	1,039	966
Interest	28	46
Grants and contributions provided for non-capital purposes	2,292	2,040
Other income	23	21
Total income from continuing operations	3,382	3,073
Expenses from continuing operations		
Employee benefits and on-costs	2,305	2,204
Borrowing costs	4	8
Materials and services	645	655
Depreciation, amortisation and impairment	219	222
Loss on sale of assets	7	210
Total expenses from continuing operations	3,180	3,299
Surplus (deficit) from continuing operations before capital amounts	202	(226)
Grants and contributions provided for capital purposes	185	130
Surplus (deficit) from continuing operations after capital amounts	387	(96)
Surplus (deficit) from all operations before tax	387	(96)
Less: corporate taxation equivalent [based on result before capital]	(53)	–
Surplus (deficit) after tax	334	(96)
Plus accumulated surplus	3,398	3,494
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	53	–
Closing accumulated surplus	3,785	3,398
Return on capital %	4.7%	(4.9)%
Subsidy from Council	–	257

Uralla Shire Council

Statement of Financial Position of water supply business activity

as at 30 June 2021

\$ '000	2021	2020
ASSETS		
Current assets		
Cash and cash equivalents	10	91
Investments	2,600	2,300
Receivables	270	335
Total current assets	2,880	2,726
Non-current assets		
Infrastructure, property, plant and equipment	14,017	14,251
Total non-current assets	14,017	14,251
Total assets	16,897	16,977
LIABILITIES		
Current liabilities		
Contract liabilities	142	–
Total current liabilities	142	–
Total liabilities	142	–
Net assets	16,755	16,977
EQUITY		
Accumulated surplus	7,678	8,019
Revaluation reserves	9,077	8,958
Total equity	16,755	16,977

Uralla Shire Council

Statement of Financial Position of sewerage business activity

as at 30 June 2021

\$ '000	2021	2020
ASSETS		
Current assets		
Contract assets and contract cost assets	288	–
Cash and cash equivalents	9	11
Investments	2,300	2,400
Receivables	74	104
Total current assets	2,671	2,515
Non-current assets		
Infrastructure, property, plant and equipment	12,282	9,257
Total non-current assets	12,282	9,257
Total assets	14,953	11,772
Net assets	14,953	11,772
EQUITY		
Accumulated surplus	9,164	6,049
Revaluation reserves	5,789	5,723
Total equity	14,953	11,772

Uralla Shire Council

Statement of Financial Position of Private works – Private works

as at 30 June 2021

\$ '000	2021 Category 2	2020 Category 2
LIABILITIES		
Non-current liabilities		
Payables	2	15
Total non-current liabilities	2	15
Total liabilities	2	15
Net assets	(2)	(15)
EQUITY		
Accumulated surplus	(2)	(15)
Total equity	(2)	(15)

Uralla Shire Council

Statement of Financial Position of McMaugh Gardens

as at 30 June 2021

\$ '000	2021 Category 2	2020 Category 2
ASSETS		
Current assets		
Cash and cash equivalents	61	75
Investments	3,600	2,500
Receivables	84	73
Total current assets	3,745	2,648
Non-current assets		
Infrastructure, property, plant and equipment	4,359	4,431
Total non-current assets	4,359	4,431
Total assets	8,104	7,079
LIABILITIES		
Current liabilities		
Payables	3,077	2,446
Total current liabilities	3,077	2,446
Non-current liabilities		
Payables	29	35
Total non-current liabilities	29	35
Total liabilities	3,106	2,481
Net assets	4,998	4,598
EQUITY		
Accumulated surplus	3,785	3,398
Revaluation reserves	1,213	1,200
Total equity	4,998	4,598

Uralla Shire Council

Significant Accounting Policies

for the year ended 30 June 2021

Note – Significant Accounting Policies

A statement summarising the supplemental accounting policies adopted in the preparation of the special purpose financial statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these special purpose financial statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these special purpose financial statements have been prepared in accordance with the *Local Government Act 1993* (Act), the *Local Government (General) Regulation 2005* (Regulation) and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, fair value of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government. The framework for its application is set out in the June 1996 NSW Government Policy statement titled 'Application of National Competition Policy to Local Government'. *The Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, and returns on investments (rate of return and dividends paid).

Declared business activities

In accordance with Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality, Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over \$2 million)

(a) McMaugh Gardens Aged Care Centre

Comprising the operations and net assets of the 36 bed aged care facility "McMaugh Gardens Aged Care Centre" in King Street, Uralla.

Category 2

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

(b) Uralla Shire Council Combined Water Supplies

Comprising the operations and net assets of the water supply systems servicing the towns of Uralla and Bundarra, each of which were established as separate Special Rate Funds.

(c) Uralla Shire Council Combined Sewerage Fund

Comprising the operations and net assets of the sewerage reticulation and treatment system servicing the town of Uralla and the treatment system that is to be constructed in Bundarra and which was established as a Special Rate Fund.

(d) Private Works

Comprising the private works operations of the Council which are carried out on behalf of independent third parties.

Uralla Shire Council

Significant Accounting Policies

for the year ended 30 June 2021

Note – Significant Accounting Policies (continued)

Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs. However, where Council does not pay some taxes, which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in special purpose financial statements. For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

Notional rate applied (%)

Corporate income tax rate – **26%** (19/20 27.5%)

Land tax – the first \$755,000 of combined land values attracts **0%**. For the combined land values in excess of \$755,000 up to \$4,616,000 the rate is **\$100 + 1.6%**. For the remaining combined land value that exceeds \$4,616,000 a premium marginal rate of **2.0%** applies.

Payroll tax – **4.85%** on the value of taxable salaries and wages in excess of \$1,200,000.

In accordance with the Department of Planning, Industry & Environment – 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 Best Practice Management of Water Supply and Sewer Guidelines as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the Act.

Achievement of substantial compliance to the DPIE – 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 26% (19/20 27.5%).

Income tax is only applied where a gain from ordinary activities before capital amounts has been achieved. Since the taxation equivalent is notional – that is, it is payable to the 'Council' as the owner of business operations – it represents an internal payment and has no effect on the operations of the Council.

Accordingly, there is no need for disclosure of internal charges in the SPFS. The rate applied of 26% is the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

Local government rates and charges

A calculation of the equivalent rates and charges for all Category 1 businesses has been applied to all assets owned, or exclusively used by the business activity.

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that Council business activities face 'true' commercial borrowing costs in line with private sector competitors. In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

(i) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed. Subsidies occur where Council provides services on a less than cost recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations. The overall effect of subsidies is contained within the Income Statements of business activities.

Uralla Shire Council

Significant Accounting Policies

for the year ended 30 June 2021

Note – Significant Accounting Policies (continued)

(ii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Funds are subsequently available for meeting commitments or financing future investment strategies. The rate of return is disclosed for each of Council's business activities on the Income Statement.

The rate of return is calculated as follows:

Operating result before capital income + interest expense

Written down value of I,PP&E as at 30 June

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 1.49% at 30/6/21.

(iii) Dividends

Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

Local government water supply and sewerage businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus.

Each dividend must be calculated and approved in accordance with the Department of Industry – Water guidelines and must not exceed:

- 50% of this surplus in any one year, or
- the number of water supply or sewerage assessments at 30 June 2021 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with the Department of Industry – Water guidelines a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the Department of Industry – Water.

Uralla Shire Council

SPECIAL SCHEDULES
for the year ended 30 June 2021



Uralla Shire Council

Special Schedules

for the year ended 30 June 2021

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Uralla Shire Council

Permissible income for general rates

\$ '000	Notes	Calculation 2020/21	Calculation 2021/22
Notional general income calculation ¹			
Last year notional general income yield	a	3,909	4,021
Notional general income	c = a + b	3,909	4,021
Permissible income calculation			
Or rate peg percentage	e	2.60%	2.00%
Or plus rate peg amount	i = e x (c + g)	102	80
Sub-total	k = (c + g + h + i + j)	4,011	4,101
Plus (or minus) last year's carry forward total	l	19	7
Sub-total	n = (l + m)	19	7
Total permissible income	o = k + n	4,030	4,108
Less notional general income yield	p	4,023	4,112
Catch-up or (excess) result	q = o - p	7	(4)
Carry forward to next year ⁶	t = q + r + s	7	2

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.
- (6) Carry forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the *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.

Uralla Shire Council

Report on infrastructure assets as at 30 June 2021

Asset Class	Asset Category	Estimated cost				Net carrying amount \$ '000	Gross replacement cost (GRC) \$ '000	Assets in condition as a percentage of gross replacement cost				
		Estimated cost to bring assets to satisfactory standard \$ '000	Estimated cost to bring to the agreed level of service set by Council \$ '000	2020/21 Required maintenance ^a \$ '000	2020/21 Actual maintenance \$ '000			1	2	3	4	5
Buildings	Buildings – non-specialised	13	27	1,064	1,072	–	26,275	3.0%	16.3%	73.1%	7.5%	0.1%
	Sub-total	13	27	1,064	1,072	12,779	26,275	3.0%	16.3%	73.1%	7.5%	0.1%
Other structures	Other structures	–	–	–	–	737	1,894	44.6%	40.7%	14.3%	0.4%	0.0%
	Sub-total	–	–	–	–	737	1,894	44.6%	40.7%	14.3%	0.4%	0.0%
Roads	Sealed roads	5,934	10,452	975	640	83,596	116,634	63.1%	18.9%	5.9%	3.2%	8.9%
	Bulk earthworks	–	–	32	3	62,549	62,549	100.0%	0.0%	0.0%	0.0%	0.0%
	Bridges	–	–	74	18	26,567	40,964	38.0%	8.9%	45.9%	4.8%	2.4%
	Unsealed roads	86	173	1,133	1,328	4,998	17,207	0.0%	65.9%	16.7%	16.4%	1.0%
	Footpaths	–	–	66	44	1,511	1,971	21.7%	69.2%	9.1%	0.0%	0.0%
	Sub-total	6,020	10,625	2,280	2,033	90,628	239,325	63.6%	16.0%	12.0%	3.6%	4.8%
Water supply network	Water supply network	112	225	697	686	13,120	29,304	6.2%	58.1%	23.7%	11.4%	0.8%
	Sub-total	112	225	697	686	13,120	29,304	6.2%	58.1%	23.7%	11.4%	0.8%
Sewerage network	Sewerage network	–	–	249	314	7,866	14,184	25.4%	61.3%	1.2%	12.3%	0.0%
	Sub-total	–	–	249	314	7,866	14,184	25.4%	61.3%	1.2%	12.3%	0.0%
Stormwater drainage	Stormwater drainage	119	239	32	15	3,128	4,253	0.6%	77.8%	12.7%	3.3%	5.6%
	Sub-total	119	239	32	15	3,128	4,253	0.6%	77.8%	12.7%	3.3%	5.6%
Open space / recreational assets	Swimming pools	–	–	33	24	237	748	13.4%	0.0%	86.6%	0.0%	0.0%
	Other	–	–	14	11	2,002	2,396	56.8%	23.0%	20.2%	0.0%	0.0%
	Sub-total	–	–	47	35	2,239	3,144	46.5%	17.5%	36.0%	0.0%	0.0%
Total – all assets		6,264	11,116	4,369	4,155	130,497	318,379	50.5%	22.9%	17.9%	4.9%	3.8%

(a) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

1 Excellent/very good	No work required (normal maintenance)	4 Poor	Renewal required
2 Good	Only minor maintenance work required	5 Very poor	Urgent renewal/upgrading required
3 Satisfactory	Maintenance work required		

Uralla Shire Council

Report on infrastructure assets as at 30 June 2021

Infrastructure asset performance indicators (consolidated) *

\$ '000	Amounts 2021	Indicator 2021	Indicators		Benchmark
			2020	2019	
Buildings and infrastructure renewals ratio					
Asset renewals ¹	3,549	79.31%	121.80%	95.39%	>= 100.00%
Depreciation, amortisation and impairment	4,475				
Infrastructure backlog ratio					
Estimated cost to bring assets to a satisfactory standard	6,264	2.77%	2.82%	1.34%	< 2.00%
Net carrying amount of infrastructure assets	225,761				
Asset maintenance ratio					
Actual asset maintenance	4,155	95.10%	100.28%	90.43%	> 100.00%
Required asset maintenance	4,369				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	22,232	3.49%	3.52%	1.76%	
Gross replacement cost	636,757				

(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

F People and relationships

F1 Related party disclosures

F1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

\$ '000	2021	2020
Compensation:		
Short-term benefits	802	763
Post-employment benefits	81	107
Total	883	870

Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of KMP using Council services (e.g. access to library or Council swimming pool) will not be disclosed.

A close family member of a key management personnel was previously employed through an arm's length process. They are paid in accordance with the Award for the job they perform. The council employs over 150 staff of which only 1 is a close family member of key management personnel.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

F1-2 Councillor and Mayoral fees and associated expenses

\$ '000	2021	2020
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	21	21
Councillors' fees	103	102
Other Councillors' expenses (including Mayor)	11	15
Total	135	138

F2 Other relationships

F2-1 Audit fees

\$ '000	2021	2020
During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms		
Auditors of the Council - NSW Auditor-General:		
(i) Audit and other assurance services		
Audit and review of financial statements	61	49
Remuneration for audit and other assurance services	61	49
Total Auditor-General remuneration	61	49
Non NSW Auditor-General audit firms		
(i) Audit and other assurance services		
Other audit and assurance services	75	31
Remuneration for audit and other assurance services	75	31
Total remuneration of non NSW Auditor-General audit firms	75	31
Total audit fees	136	80

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G Other matters

G1-1 Statement of Cash Flows information

Reconciliation of net operating result to cash provided from operating activities

\$ '000	2021	2020
Net operating result from Income Statement	4,896	1,536
Adjust for non-cash items:		
Depreciation and amortisation	5,273	4,750
Net losses/(gains) on disposal of assets	502	955
Unwinding of discount rates on reinstatement provisions	3	54
+/- Movement in operating assets and liabilities and other cash items:		
Decrease/(increase) in receivables	(361)	(787)
Increase/(decrease) in provision for impairment of receivables	(3)	(6)
Decrease/(increase) in inventories	(30)	(2)
Decrease/(increase) in other current assets	(45)	23
Decrease/(increase) in contract assets	(789)	(305)
Increase/(decrease) in payables	(131)	56
Increase/(decrease) in accrued interest payable	(5)	–
Increase/(decrease) in other accrued expenses payable	83	(31)
Increase/(decrease) in other liabilities	147	307
Increase/(decrease) in contract liabilities	1,526	44
Increase/(decrease) in provision for employee benefits	148	(82)
Increase/(decrease) in other provisions	(3)	141
Net cash provided from/(used in) operating activities from the Statement of Cash Flows	11,211	6,653

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G2-1 Commitments

Capital commitments (exclusive of GST)

\$ '000	2021	2020
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Property, plant and equipment		
Plant and equipment	508	363
Bundarra Sewer Scheme	3,941	20
Stronger Country Community Projects	–	74
VIC Redevelopment	70	413
Solar panel supply & installation	–	80
McMaugh generator & LED lights	–	56
Tolleys Gully Bridge & other road works	152	–
Uralla Pool Amenities	40	–
Depot upgrade	37	–
Total commitments	4,748	1,006
These expenditures are payable as follows:		
Within the next year	4,748	1,006
Total payable	4,748	1,006
Sources for funding of capital commitments:		
Unrestricted general funds	137	–
Future grants and contributions	3,213	643
Internally restricted reserves	508	363
Externally restricted reserves	890	–
Total sources of funding	4,748	1,006

G3-1 Events occurring after the reporting date

No matters have arisen subsequent to balance date that would require these financial statements to be amended.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G4 Statement of developer contributions as at 30 June 2021

G4-1 Summary of developer contributions

\$ '000	Opening balance at 1 July 2020	Contributions received during the year		Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2021	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash					
Roads	557	33	-	5	-	-	595	-
Traffic facilities	20	-	-	-	-	-	20	-
Community facilities	81	-	-	1	-	-	82	-
Other	57	-	-	1	-	-	58	-
S7.11 contributions – under a plan	715	33	-	7	-	-	755	-
Total S7.11 and S7.12 revenue under plans	715	33	-	7	-	-	755	-
Total contributions	715	33	-	7	-	-	755	-

Under the Environmental Planning and Assessment Act 1979, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2020	Contributions received during the year		Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2021	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash					
CONTRIBUTION PLAN – RURAL INVERGOWRIE								
Roads	96	-	-	1	-	-	97	-
Traffic facilities	20	-	-	-	-	-	20	-
Community facilities	81	-	-	1	-	-	82	-
Other	52	-	-	1	-	-	53	-
Total	249	-	-	3	-	-	252	-
CONTRIBUTION PLAN – RURAL								
Other	5	-	-	-	-	-	5	-
Total	5	-	-	-	-	-	5	-
CONTRIBUTION PLAN – DCP ROAD MAINTENANCE ROYALTIES								
Roads	461	33	-	4	-	-	498	-
Total	461	33	-	4	-	-	498	-

Uralla Shire Council

Notes to the Financial Statements

for the year ended 30 June 2021

G5-2 Statement of performance measures by fund

\$ '000	General Indicators ³		Water Indicators		Sewer Indicators		Benchmark
	2021	2020	2021	2020	2021	2020	
1. Operating performance ratio							
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	(7.65)%	(0.36)%	(37.17)%	(30.55)%	(1.30)%	8.80%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹							
2. Own source operating revenue ratio							
Total continuing operating revenue excluding capital grants and contributions ¹	47.15%	63.62%	93.43%	59.15%	19.48%	82.78%	> 60.00%
Total continuing operating revenue ¹							
3. Unrestricted current ratio							
Current assets less all external restrictions	2.22x	2.80x	20.28x	∞	∞	∞	> 1.50x
Current liabilities less specific purpose liabilities							
4. Debt service cover ratio							
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	10.45x	10.33x	∞	∞	∞	∞	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)							
5. Rates and annual charges outstanding percentage							
Rates and annual charges outstanding	8.70%	11.17%	12.34%	13.94%	9.59%	15.50%	< 10.00%
Rates and annual charges collectable							
6. Cash expense cover ratio							
Current year's cash and cash equivalents plus all term deposits	9.79	8.10	21.38	13.38	35.43	42.93	> 3.00
Monthly payments from cash flow of operating and financing activities	mths	mths	mths	mths	mths	mths	mths

(1) - (2) Refer to Notes at Note G6-1 above.

(3) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

Uralla Shire Council

Report on infrastructure assets as at 30 June 2021

Asset Class	Asset Category	Estimated cost				Net carrying amount \$ '000	Gross replacement cost (GRC) \$ '000	Assets in condition as a percentage of gross replacement cost				
		Estimated cost to bring assets to satisfactory standard \$ '000	to bring to the agreed level of service set by Council \$ '000	2020/21 Required maintenance ^a \$ '000	2020/21 Actual maintenance \$ '000			1	2	3	4	5
Buildings	Buildings – non-specialised	13	27	1,064	1,072	–	26,275	3.0%	16.3%	73.1%	7.5%	0.1%
	Sub-total	13	27	1,064	1,072	12,779	26,275	3.0%	16.3%	73.1%	7.5%	0.1%
Other structures	Other structures	–	–	–	–	737	1,894	44.6%	40.7%	14.3%	0.4%	0.0%
	Sub-total	–	–	–	–	737	1,894	44.6%	40.7%	14.3%	0.4%	0.0%
Roads	Sealed roads	5,934	10,452	975	640	83,596	116,634	63.1%	18.9%	5.9%	3.2%	8.9%
	Bulk earthworks	–	–	32	3	62,549	62,549	100.0%	0.0%	0.0%	0.0%	0.0%
	Bridges	–	–	74	18	26,567	40,964	38.0%	8.9%	45.9%	4.8%	2.4%
	Unsealed roads	86	173	1,133	1,328	4,998	17,207	0.0%	65.9%	16.7%	16.4%	1.0%
	Footpaths	–	–	66	44	1,511	1,971	21.7%	69.2%	9.1%	0.0%	0.0%
	Sub-total	6,020	10,625	2,280	2,033	90,628	239,325	63.6%	16.0%	12.0%	3.6%	4.8%
Water supply network	Water supply network	112	225	697	686	13,120	29,304	6.2%	58.1%	23.7%	11.4%	0.8%
	Sub-total	112	225	697	686	13,120	29,304	6.2%	58.1%	23.7%	11.4%	0.8%
Sewerage network	Sewerage network	–	–	249	314	7,866	14,184	25.4%	61.3%	1.2%	12.3%	0.0%
	Sub-total	–	–	249	314	7,866	14,184	25.4%	61.3%	1.2%	12.3%	0.0%
Stormwater drainage	Stormwater drainage	119	239	32	15	3,128	4,253	0.6%	77.8%	12.7%	3.3%	5.6%
	Sub-total	119	239	32	15	3,128	4,253	0.6%	77.8%	12.7%	3.3%	5.6%
Open space / recreational assets	Swimming pools	–	–	33	24	237	748	13.4%	0.0%	86.6%	0.0%	0.0%
	Other	–	–	14	11	2,002	2,396	56.8%	23.0%	20.2%	0.0%	0.0%
	Sub-total	–	–	47	35	2,239	3,144	46.5%	17.5%	36.0%	0.0%	0.0%
Total – all assets		6,264	11,116	4,369	4,155	130,497	318,379	50.5%	22.9%	17.9%	4.9%	3.8%

(a) Required maintenance is the amount identified in Council's asset management plans.

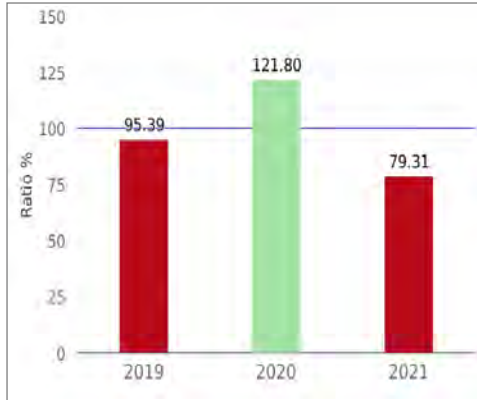
Infrastructure asset condition assessment 'key'

1 Excellent/very good	No work required (normal maintenance)	4 Poor	Renewal required
2 Good	Only minor maintenance work required	5 Very poor	Urgent renewal/upgrading required
3 Satisfactory	Maintenance work required		

Uralla Shire Council

Report on infrastructure assets as at 30 June 2021

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

20/21 ratio 79.31%

The average renewal ratio over the past three years is 98.8 per cent which aligns with the target rate of 100%. Although council has received significant capital grants over the past two years, much of this has been spent on new or improved assets which is not reflected in this ratio. This will also add to higher renewals needed in future years as a consequence of increased depreciation.

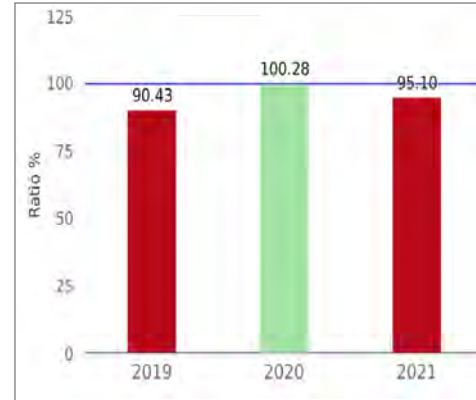
Benchmark: — $\geq 100.00\%$

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio is outside benchmark

Asset maintenance ratio



Asset maintenance ratio

Compares actual vs. required annual asset maintenance. A ratio above 100% indicates Council is investing enough funds to stop the infrastructure backlog growing.

Commentary on result

20/21 ratio 95.10%

Although council has achieved an average ratio in line with the OLG benchmark, a more suitable ratio would be actual maintenance against required maintenance (instead of budgeted maintenance). When an appropriate asset management system is used, this information will become readily available.

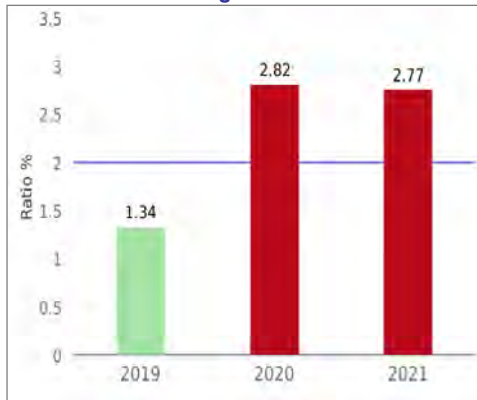
Benchmark: — $> 100.00\%$

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

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

20/21 ratio 2.77%

The backlog ratio continues to remain above the OLG target band, mostly a reflection of improved data from more accurate revaluation assessments.

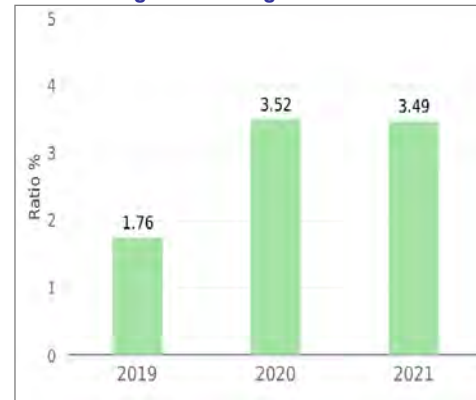
Benchmark: — $< 2.00\%$

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

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

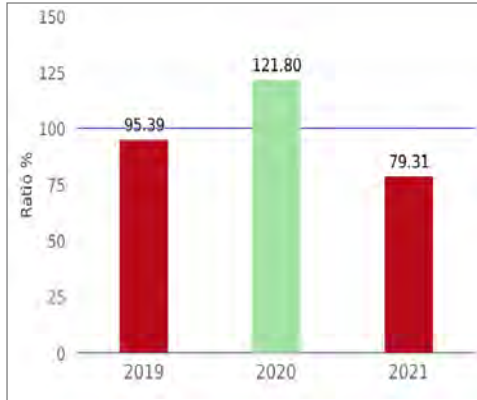
20/21 ratio 3.49%

Based upon the backlog data, this ratio reflects the value of work necessary to bring assets back to an agreed level of service.

Uralla Shire Council

Report on infrastructure assets as at 30 June 2021

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

20/21 ratio 79.31%

The average renewal ratio over the past three years is 98.8 per cent which aligns with the target rate of 100%. Although council has received significant capital grants over the past two years, much of this has been spent on new or improved assets which is not reflected in this ratio. This will also add to higher renewals needed in future years as a consequence of increased depreciation.

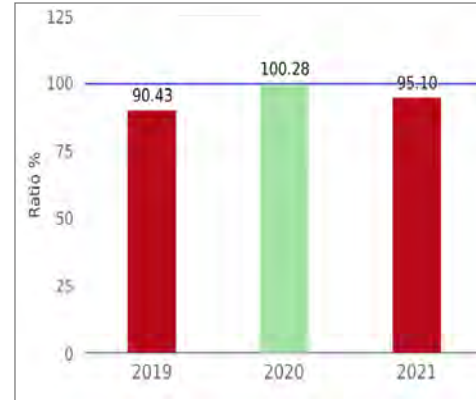
Benchmark: — $\geq 100.00\%$

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio is outside benchmark

Asset maintenance ratio



Asset maintenance ratio

Compares actual vs. required annual asset maintenance. A ratio above 100% indicates Council is investing enough funds to stop the infrastructure backlog growing.

Commentary on result

20/21 ratio 95.10%

Although council has achieved an average ratio in line with the OLG benchmark, a more suitable ratio would be actual maintenance against required maintenance (instead of budgeted maintenance). When an appropriate asset management system is used, this information will become readily available.

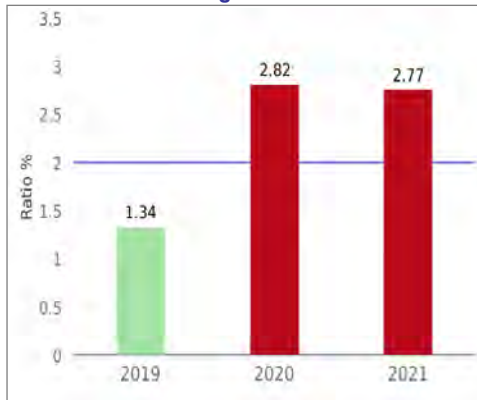
Benchmark: — $> 100.00\%$

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

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

20/21 ratio 2.77%

The backlog ratio continues to remain above the OLG target band, mostly a reflection of improved data from more accurate revaluation assessments.

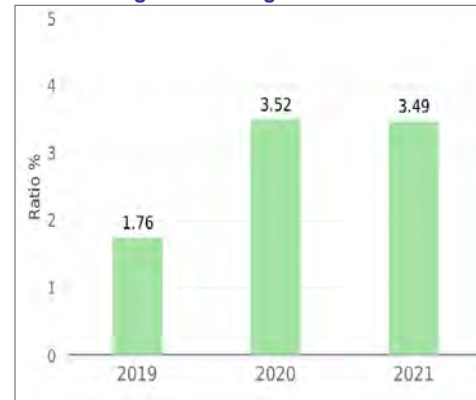
Benchmark: — $< 2.00\%$

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

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

20/21 ratio 3.49%

Based upon the backlog data, this ratio reflects the value of work necessary to bring assets back to an agreed level of service.

Uralla Shire Council

Report on infrastructure assets as at 30 June 2021

Infrastructure asset performance indicators (by fund)

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2021	2020	2021	2020	2021	2020	
Buildings and infrastructure renewals ratio							
Asset renewals ¹							
Depreciation, amortisation and impairment	91.99%	144.91%	0.00%	0.00%	0.00%	0.00%	>= 100.00%
Infrastructure backlog ratio							
Estimated cost to bring assets to a satisfactory standard							
Net carrying amount of infrastructure assets	3.00%	3.06%	0.85%	0.85%	0.00%	0.00%	< 2.00%
Asset maintenance ratio							
Actual asset maintenance							
Required asset maintenance	92.17%	77.96%	98.42%	216.80%	126.10%	102.13%	> 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	4.00%	3.99%	0.38%	0.78%	0.00%	0.00%	

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

15.3 URALLA SHIRE COUNCIL ANNUAL REPORT 2020-21, END OF TERM REPORT 2016 – 2021 AND STATEMENT OF THE ENVIRONMENT REPORT 2016-2021



Department: Corporate Services
Prepared by: Manager Governance
TRIM Reference: UINT/21/13632
Attachment: UINT/21/10410 Annual Report 2020-21 | End of Term Report | State of the Environment Report

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.1 A strong, accountable and representative Council
Strategy: 4.1.1 Provide clear direction for the community through the development of the Community Strategic Plan, Delivery Program, and Operational Plan

SUMMARY:

1. This report recommends that Council adopt the Annual Report for the 2020-2021 period, note that the Annual Report will be published to Council's website once the Financial Statements are audited and submitted to the NSW Minister for Local Government.
2. This year's report includes the End of Term Report 2016 -2021 and the Statement of the Environment Report 2016 – 2021.
3. The Annual Report must outline Council's achievements in implementing its Delivery Program and the effectiveness of activities undertaken, and include a copy of Council's audited financial statements for the reporting period.

RECOMMENDATION:

That Council adopt the Uralla Shire Council Annual Report 2020-2021 including the End of Term Report 2016 -2021 and the Statement of the Environment Report 2016 – 2021.

REPORT:

4. Under Section 428 of the *Local Government Act 1993 (NSW)*, Council is required to publish its annual report.
5. Council received an extension in relation to the Audited Financial Statements for the financial year ending 30 June 2021. These are presented under a separate report.
6. On receipt of the Audited Financial Statements, Council will publish the documents to Council's website and submit a copy to the NSW Minister for Local Government.
7. Council's Annual Report 2020-21 has been compiled and comprises four sections:

Welcome and Overview: Includes a foreword from the Mayor, a report from the General Manager and provides an overview of Council, including its role, functions and structure.

Performance Reporting: Reports on Council's progress in implementing the combined Delivery Program 2017-22 and Operational Plan 2020-21, including the organisation's key achievements during the reporting period.

Statutory Reporting: Reports on Council's general reporting requirements set out in the *Local Government Act 1993* as well as other reporting requirements imposed on Council by other legislation, including the *Companion Animals Act 1998*, *Government Information (Public Access) Act 2009*, *Environmental Planning and Assessment Act 1979* and *Public Interest Disclosure Act 1994*.

Statutory Attachments: Contains those documents Council is required to include in its Annual Report, namely the audited Financial Statements for the 2020-21 period and Council's *Government Information (Public Access) Act 2009* Annual Report for the reporting period.

Annexures: Both the End of Term Report 2016 – 2021 and the Statement of the Environment Report 2016 - 2021 are annexed to the Annual Report.

The End of Term Report has been drafted in accordance with the Local Government Act 1993; Council is required to report on Council's progress in implementing the Community Strategic Plan.

The State of the Environment report provides information for Council, the community and other government agencies on the state of the environment and environmental management responses taken by Council. The report must address the environmental sectors (such as land, air, water) explaining the condition of each sector.

CONCLUSION:

8. An Annual Report, Term Report and Statement of Environment Report have been prepared in accordance with the Integrated Planning and Reporting Guidelines.

COUNCIL IMPLICATIONS

9. Community Engagement/Communication

Council's Annual Report will be published to the Council website.

10. Policy and Regulation

The Local Government Act 1993 (NSW)

The Local Government (General) Regulation 2021 (NSW)

Integrated Planning and Reporting Guidelines (OLG)

Integrated Planning and Reporting Handbook (OLG)

11. Financial/Long Term Financial Plan

N/A

12. Asset management/Asset Management Strategy

N/A

13. Workforce/Workforce Management Strategy

N/A

14. Legal and Risk Management

Statutory obligation to draft Annual Report.

15. Performance Measures

To meet statutory timeframes the Annual Report 2020-2021 must be prepared and provided to the Minister for Local Government by 31 December 2021.

16. Project Management

Manager Governance

Coordinator Environmental Management.



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Section 1 – Welcome and Overview

Overview

Under the *Local Government Act 1993 (NSW)* (the “Act”), all Councils in New South Wales are required to report on their progress in implementing their Delivery Program and the effectiveness of the principal activities undertaken in achieving the objectives of their Community Strategic Plan at which those objectives are directed.

This Annual Report allows Council to report to the community and other key stakeholders on its achievements over the past year and performance as measured against the performance indicators in the Operational Plan.

The Annual Report must be prepared in accordance with the Act as well as *Local Government (General) Regulation 2005*, and include a copy of the council’s audited Financial Statements. Once adopted, the Annual Report must be published to the council website.

As this is the last Annual Report for this, extended, term of Council, it has the Term Report appended. The Term Report include the State of the Environment Report.

This Annual Report comprises five sections:

1. Welcome and Overview
2. Performance Reporting
3. Statutory Reporting
4. Statutory Attachments:
 - A. Financial Statements 2020-2021
 - B. GIPA Report 2020-2021
5. Annexures
 - Annexure 1: Term report 2016-2021
 - Annexure 2: State of the Environment Report

Message from the Mayor

It is my privilege to present the Mayor's message for the Annual Report. As the last Annual Report for the 5 ¼ year term, extended due to the pandemic, it also includes the End of Term Report and the State of the Environment Report.

The Uralla Shire community has faced many challenges in 2020/21 particularly because of the pandemic; however we have also made great progress and achievements in what has been a busy year for Council.

Fortunately, Uralla Shire was mostly open for business for 2020/21, although still affected by the pandemic border closures, national and international supply chain disruptions, and associated changes to the economy. The pandemic also caused the NSW Government to delay the September 2020 Council elections for a year thereby asking Councillors to service a fifth year in their term (which was since delayed for a further three months).

The impending establishment of the New England Regional Energy Zone (NEREZ) is a significant State activity to report, and although the boundary of the NEREZ is yet to be finalised and gazetted, Uralla Shire is likely to sit entirely within its boundaries. Through the NEREZ, the State Government aims to generate enough power from renewable energy within the next 15 years to offset the closure of 4 out of 5 coal power plants. The NEREZ will be a significant milestone for our community, and Uralla Shire Council is taking a pro-active approach in order to best represent the needs of the Shire and its community.

Council took a lead role in the region hosting a joint Council forum with neighbouring Councils on 7 May 2021 to workshop emerging issues and opportunities associated with renewable energy. Outcomes from this were reported at the July 2021 Council meeting and have been communicated to the NEREZ Reference Group, which met for the first time in April this year, and to our Local Member of Parliament. One milestone has already been reached, with the first large scale solar farm within the Shire obtaining its development approval from the NSW government and beginning construction.

Many exciting projects have been completed by Council in the past 12 months, or are currently underway, to support the health and connection of our community of residents as guided by the Uralla Shire Community Strategic Plan.

Through the Stronger Country Communities Fund and Drought Communities Extension Programme commenced the previous year we have been able to make further upgrades to the Uralla Swimming Pool and Uralla Sporting Complex and significantly developed the community's recreational facilities in Bundarra.

The new Tolleys Gully Bridge was constructed under the Growing Local Economies program (the road approaches will be built by Council in 2021/22) and the Hawthorne Drive upgrade stage 1 under the Fixing Local Roads program.

The Uralla Visitor Information Centre improvement project was completed. As well as improved facilities, grant funding was used to develop an interactive map, promotional videos and travel writer articles to support tourism (pandemic permitting).

We took a hard look at Council's operating finances in our review and revision of the 10-year Long Term Financial Plan, in preparation for community conversations about strategies to be a financially sustainable Shire.

Council continued developing an enhanced community engagement service area and this included trial Listening Posts – in total seven listening posts were conducted across five locations in February – April. This provided Council with hundreds of engagements with the community across a wide range of topics which assists Council decision making in addition to a number of subject specific community engagements that were supported by drop-in sessions such as the new Local Strategic Planning Statement and the draft operational plan and budget for 2021-2022.

I would like to thank my fellow Councillors and our Council staff for their work in what has been a challenging yet rewarding year for Uralla Shire.

Cr Michael Pearce
Mayor, Uralla Shire Council

General Manager's Report

I am pleased to present this report sharing Uralla Shire Council's progress in the 2020/21 year.

Despite pandemic conditions, Councillors have continued to meet - sometimes via video link - and have made a number of important strategic decisions to progress the Shire, which are then implemented by Council staff.

These decisions include:

Adoption of the Local Strategic Planning Statement

- The LSPS plans for the Uralla Shire community's economic, social and environmental land use needs over the next 20 years to 2040, and will be used by Council and other stakeholders to inform policy development, infrastructure planning, and delivery of services to our community.
- **Updates to the Development Control Plan**
Council's Development Control Plan (DCP) provides more detailed guidance to assist persons undertaking development in the Uralla Shire.
- **Long Term Financial Plan**
Developing a strategy for achieving sustainable, long term financial management of the Shire which preserves its independence and unique character and resists amalgamation
- **Preliminary steps to enable the next term of Council to consider the need for a Special Rate Variation**
Taking active steps to acknowledge financial challenges of delivering a comprehensive suite of services as a small Shire with a modest population base, and not leaving the challenges to subsequent terms of Council.

Council's decisions were supported by a number of new community engagement strategies including listening posts, drop-in information sessions and surveys as well as normal public exhibition processes.

Councillors and Council staff worked together to harness a record number of grant funding opportunities.

A new bridge for Tolleys Gully was constructed under the Growing Local Economies program, and the Hawthorne Drive stage 1 upgrade was delivered under the Fixing Local Roads program.

More than \$5million in extra funding was secured for capital works programs including:

- Hawthorne Drive upgrade stage 2
- Refurbishment of the Old Court House Uralla
- Pioneer Pak and The Glen Uralla
- Groundwater Investigations project to supplement the Uralla water supply

Construction commenced on the Bundarra sewer scheme, with commissioning anticipated in February 2022. The scheme will have a number of lifestyle and health benefits for the small town, which has been operating on a range of individual septic systems.

The Bundarra Multipurpose Courts have been constructed, after a design process that involved the students at the Bundarra Central School and the wider community. The new recreation area stands on the site of old tennis courts that Council purchased a few years back, and thanks to grant funding of close to \$400, 000, has provided a hub for children, teens and families alike, and a range of facilities including skate ramps, basketball half court, tennis court, barbecues and exercise equipment.

Council restructured its Annual Operational Plan to communicate the budget and planned activities and aspirations by service area and undertook a two-stage community engagement process on the development of the budget for 2021/22 far exceeding public notification requirements.

Council has maintained accreditation and quality audit outcomes in all our aged and community care operations, as well as a completion of a new generator at McMaugh Gardens Aged Care Facility following funding from the Australian Government's Aged Care Regional, Rural and Remote Infrastructure Grant Program and the Drought Communities Extension Program, as well as upgrades to ensuites, kitchenette and cover for outdoor area.

Other ways Uralla Shire Council is supporting its community is through a contribution to the Bush Bursary / CWA scholarship program which provides support and placement for two medical students in our community, ongoing lease of a community street store, and a community grants program.

Clean energy initiatives include installation of solar energy systems at the Water Treatment Plant, Sewerage Treatment Plant, Depot and an upgraded systems for the Uralla Library and McMaugh Gardens.

Financial sustainability remains our biggest challenge and will be our number one focus in the year ahead.

Kate Jessep
General Manager, Uralla Shire Council

Our Council

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

Uralla Shire Council is a large and diverse organisation employing over 160 staff and is responsible for assets in excess of \$300 million, 32 different service areas and an annual operating budget of approximately \$21 million.

The Uralla Shire local government area covers an area approximately 3,230 square kilometres and is home to a permanent resident population of around 6,048 people (2016 census). The main township is Uralla, which is located 22 kilometres south of Armidale and 89 kilometres north of Tamworth on the New England Highway.

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

Our Vision

In 2027, the Uralla Shire will continue to be an active, prosperous, welcoming and environmentally aware community.

Our Mission

The Uralla Shire Council is committed to creating a unique environment which offers an excellent quality of life and economic opportunities for its people.

Our Aspirations

The Uralla Shire community strives to:

- Enjoy a high quality of life;
- Have thriving business centres;
- Have educational and job opportunities available for people with a wide range of skills and aptitudes;
- Have an innovative, adaptive and diverse economy;
- Have access to good public services and relevant infrastructure;
- Have a continuing improvement in its socio-economic status;
- Treasure its natural and built heritage and continue to be progressive;
- Ensure sustainability;
- Provide security and safety for its residents;
- Have a growing population and a sound demographic structure; and
- Retain its independent community-based local government authority.

Mayor and Councillors

Uralla Shire Council is governed by eight elected Councillors and a popularly elected Mayor. All of the Councillors were elected at the 2016 Local Government Elections. Following the resignation of a Councillor in October 2018, Council held a By-election to fill the casual vacancy in February 2019. Together, the Mayor and Councillors comprise the governing body of Council.

Councillors have a responsibility to:

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

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



Back Row: Cr Mark Dusting, Cr Tom O'Connor, Cr Tara Toomey, Cr Robert Bell, Cr Natasha Ledger, Cr Levi Sampson
Front Row: Deputy Mayor Cr Isabel Strutt, Mayor Michael Pearce, Cr Robert Crouch

Council Meetings

Ordinary Council Meetings are held at 12:30pm on the fourth Tuesday of each month from February to November, on the third Tuesday of the month in December, and no meeting is held during the month of January. Council meetings are held at the Uralla Shire Council Chambers, located at 32 Salisbury Street, Uralla. Extraordinary Council Meetings are held as and when required and the public is notified via Council's website. Members of the public may attend all Council and Council Committee meetings.

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

In 2020-21, Council held 11 Ordinary Meetings and 4 Extraordinary Meetings.

Committees

Council established the Budget Review and Finance Committee in 2018. The Charter of the Budget Review and Finance Committee is to examine Council's financial position and undertake a detailed review of Council's budget and expenditure. The committee is to:

- a. Be tasked with examining Council's budget and service delivery to keep the budget in surplus.
- b. Focus on key Council functions and clearly identify options in relation to service level delivery and operating procedures necessary to support (a).
- c. Scrutinise discretionary expenditure, including cost benefit analyses as appropriate for recommendation to Council.
- d. Be a Committee of the Whole.
- e. Meet monthly or as required by the Committee, and
- f. Be chaired by a Councillor.

In 2020-21, the Budget Review and Finance Committee convened 7 times, approximately every two months.

Council operates a range Specific Purpose Committees and Section 355 Committees, and is represented by Councillors on a number of External Boards, Committees and Organisations. Each September, Council reviews its Committee representation and resolves to appoint delegates for the following 12-month period.

During 2020-2021, Council was represented by Councillors on three (3) Specific Purpose Committees, ten (10) External Boards, Committees and Organisations, and two (2) Section 355 Committees:

Committee	Delegate 2020-2021
SPECIFIC PURPOSE COMMITTEES	
1. Audit & Risk Committee	Cr T O'Connor Cr T Toomey
2. Australia Day Committee	Cr L Sampson Cr N Ledger
3. Community Grants Panel	Cr N Ledger Cr R Crouch Cr T O'Connor

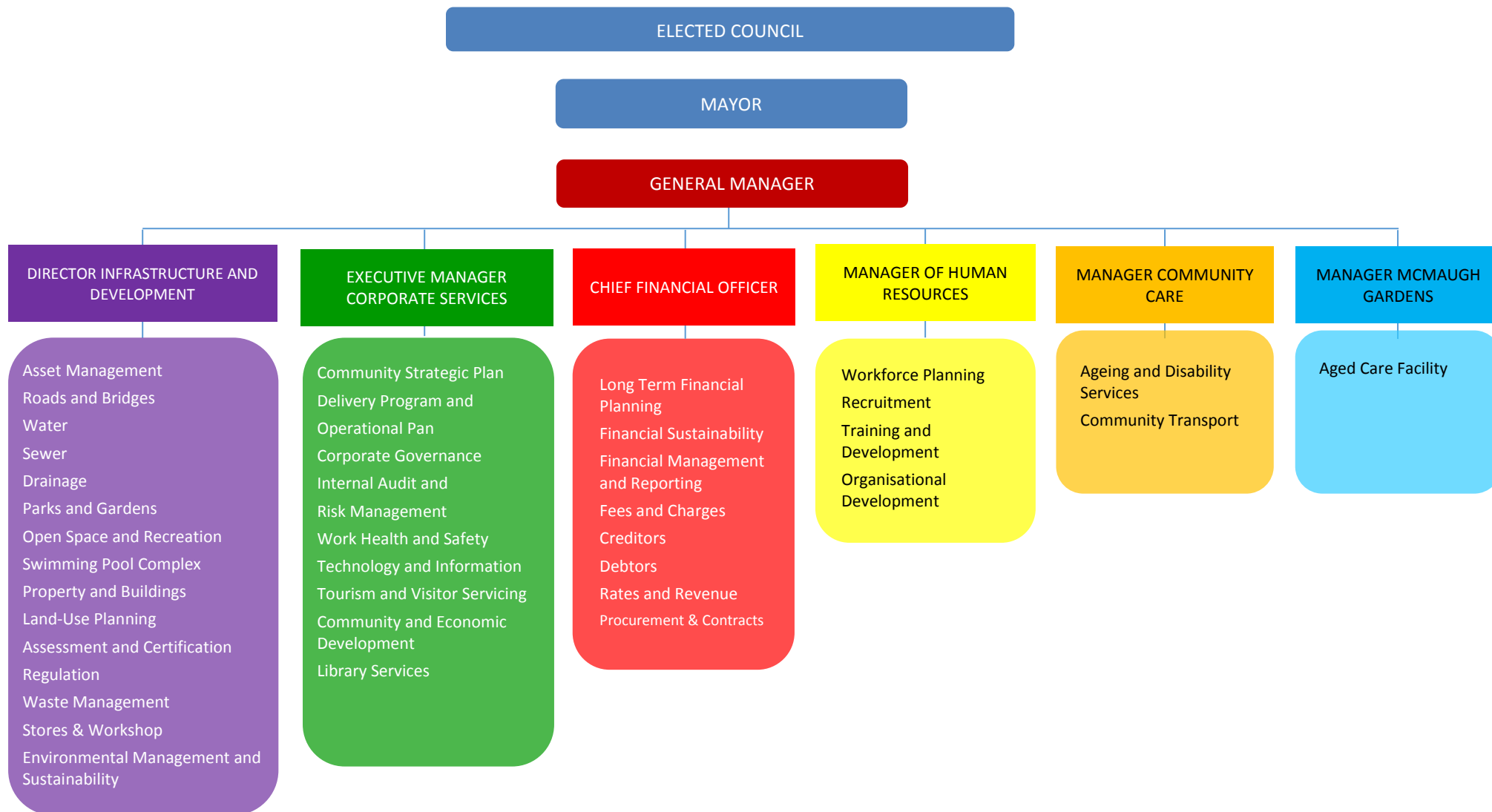
EXTERNAL BOARDS, COMMITTEES & ORGANISATION	
1. Arts North West	Cr T O'Connor (Advisory Council) Cr I Strutt (Delegate Alternate)
2. Central Northern Regional Library	Cr I Strutt
3. Community Safety Precinct Committee	Cr M Pearce
4. Country Mayor's Association	Cr M Pearce
5. Local Traffic Committee	Cr R Bell (Member) Cr T O'Connor (Alternate)
6. Mid North Weight of Loads	Cr R Bell
7. New England Bushfire Management Committee	Cr M Pearce
8. New England Joint Organisation	Cr M Pearce
9. New England Weeds Authority	Cr M Dusting
10. Northern Joint Regional Planning Panel	Cr R Bell (Panel Member) General Manager (Panel Member) Cr I Strutt (Alternate)
11. Winterbourne Wind Farm Community Consultative Committee	Cr Crouch General Manager (alternate)
12. Neoen Thunderbolt Energy Hub Community Consultative Committee	Cr Ledger General Manager (alternate)
S355 COMMITTEES	
1. Bundarra School of Arts Hall Committee	Cr N Ledger
2. Uralla Township and Environs Committee	Cr I Strutt Cr T Toomey

Our Structure

Organisational Structure

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

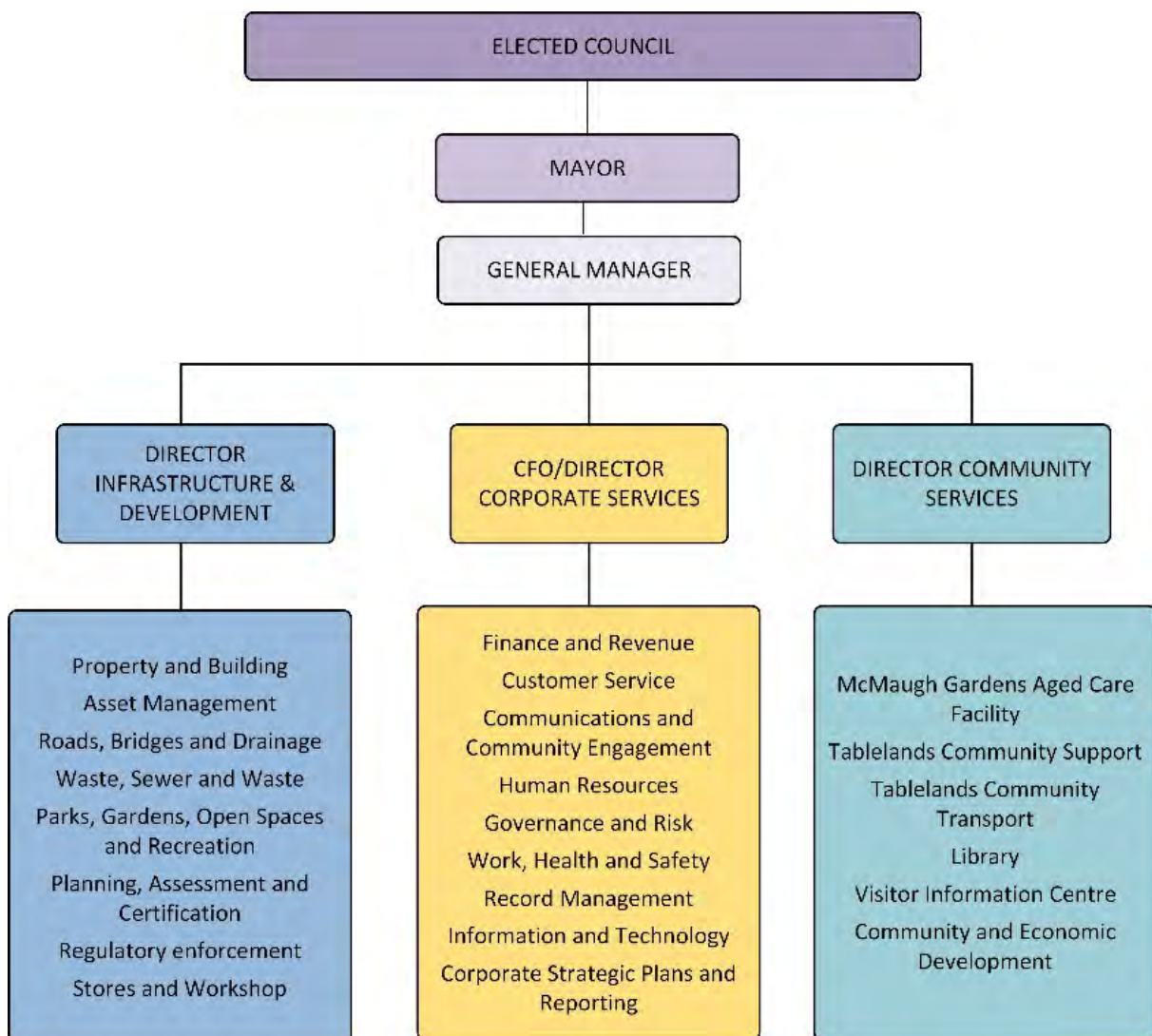
To enable the efficient and effective operation of Uralla Shire Council and assist the General Manager in exercising functions under the *Local Government Act 1993*, Council's organisation structure consisted of two departments - Corporate Services, led by an Executive Manager, and Infrastructure and Development, led by a Director. The General Manager was also supported by a Chief Financial Officer and the Manager of Human Resources. Council's Aged Care and Community Care Services each operate under the supervision of a manager reporting directly to the General Manager.



During the 2020-21 year, following the resignation of the Executive Manager Corporate Services, the General Manager undertook a review of the organisation structure. The division structure was realigned following consultation with the Executive, Council, staff, the consultative committee, and Unions with the following parameters:

- Functional structure alignment to USC goals
- Cost neutral
- No loss of full time equivalent (FTE) for the organisation
- Sufficient administration support across departments
- Support efficient and effective service delivery
- Identify priority areas for service reviews

Transition to the following new structure commenced on 14 June 2021:



Section 2 – Performance Reporting

Integrated Planning and Reporting Framework

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

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

Community Strategic Plan

The 10-year Community Strategic Plan is the highest-level plan that Council prepares. Its purpose is to identify our community's main priorities and aspirations for the future and to plan strategies for achieving these goals. In doing this, the planning process considered the issues and pressures that may impact the community and the level of resources that will realistically be available to achieve its aspirations. The Community Strategic Plan 2017-2027 contains fifteen (15) goals across the four themes of Society, Economy, Environment and Leadership.

Our Society

1. A proud, unique and inviting community.
2. A safe, active and healthy shire.
3. A diverse and creative culture.
4. Access to and equity of services.

Our Economy

5. An attractive environment for business, tourism and industry.
6. Growing and diversified employment, education and tourism opportunities.
7. A safe and efficient network of arterial roads and supporting infrastructure, town streets, footpaths and cycleways that are adequate, interconnected and maintained.
8. Communities that are well serviced with essential infrastructure.

Our Environment

9. To preserve, protect and renew our beautiful natural environment.
10. Maintain a healthy balance between development and the environment.
11. Reuse, recycle and reduce wastage.
12. Secure, sustainable and environmentally sound water-cycle infrastructure and services.

Our Leadership

13. A strong, accountable and representative Council.
14. An effective and efficient organisation.
15. Deliver the goals and strategies of the Community Strategic Plan.

Delivery Program

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

Due to the Novel Coronavirus (COVID-19) pandemic, the Office of Local Government postponed NSW local elections from September 2020 to December 2021. In line with this announcement, the four year Delivery Program 2017-2021 has been extended to cover a five year period to 2022.

Resourcing Strategy

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

Operational Plan

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

Annual Report

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

Our Performance

In 2020-2021, Council aspired to 192 actions focused on achieving our community's vision across our four key themes of Our Society, Our Economy, Our Environment and Our Leadership. Each year Council sets out an ambitious action plan (that is more actions than will be achievable in a 12 month period) to drive performance and grant funding opportunities. Council would expect to complete or make progress on at least 80% of these actions. These actions were detailed in the combined 2017-2021 Delivery Program and 2020-2021 Operational Plan, which was adopted by Council at its Ordinary Meeting on 22 June 2020.

Throughout 2020-2021, Council prepared and published quarterly progress reports detailing progress in delivering on each of the 192 actions contained within our combined Delivery Program and 2020-2021 Operational Plan.

A total of 82.3 % of Council's Operational Plan actions for the year ending 30 June 2021 were completed or progressed. 9.9 % of Council's actions were in progress, 5.7 % of Council's actions were being closely managed and 2.1 % of actions were cancelled or not able to be achieved.

Action Status at 30 June 2021	Our Society	Our Economy	Our Environment	Our Leadership	Total	%
Achieved or on target	42	28	24	64	158	82.3
Action in progress/on track	4	5	6	4	19	9.9
Not on Target / Managing closely	1	4	6		11	5.7
Cancelled/not achievable		1		3	4	2.1
Total	47	38	36	71	192	100

Office of the General Manager, Finance and Human Resources Department

The Office of the General Manager provides strategic and executive support to the Mayor and Councillors, including Council Meeting secretariat support; plan for and provide advice to Council on long-term financial sustainability, and works to establish Uralla Shire Council as an employer of choice. Its functions and services include:

- Council business and secretariat support;
- Financial management and reporting;
- Long Term Financial Planning;
- Rates and revenue;
- Recruitment, learning and development; and
- Workforce Planning.

Key Achievements 2020-2021

- Advocated the Uralla Shire's priorities to both the State and Federal Governments through direct representations and through the New England Joint Organisation.
- Continued to operate the organisation in a financially compliant manner, including reviewing the 10-year Long Term Financial Plan, reporting quarterly to Council on the budget review and Delivery Program and Operational plan.
- Continued to implement Council's Fit for the Future Plan, through reviewing fees and charges, reviewing asset valuations and depreciation methodology for all asset classes and reviewing plant and equipment assets.
- All Business Papers and Minutes for the Ordinary Meetings and Extraordinary Meetings held during the reporting period were prepared and distributed to Councillors and published to Council's website within agreed service levels.
- Review of the risk management processes and practices within the organisation and embedded risk management as an integral part of Council's business practices and decision making including establishment of an Enterprise Risk Framework, risk register and risk reporting.
- Establishment of the New England Regional Energy Zone (NEREZ). The inaugural NEREZ Reference Group met in April 2021 and, although the boundary of the NEREZ is yet to be finalised and gazetted, it will be a key milestone for our community as the State Government aims to generate enough power from renewable energy within the next 15 years to offset the closure of 4 out of 5 coal power plants. Council took a lead role in the region hosting a joint Council forum with neighbouring Councils to workshop emerging issues and opportunities associated with renewable energy.

Corporate Services

Corporate Services is responsible for providing outstanding customer service through Council's Customer Service Centre, Uralla Library, and Uralla Visitor Information Centre. Corporate Services also oversees the development of Council's Integrated Planning and Reporting and corporate governance frameworks, as well as the organisation's technology environment to support Council's customer service delivery to the community. Its functions and services include:

- Audit, risk and improvement;
- Community development and engagement;
- Customer, library and visitor services;
- Governance and integrated planning; and
- Information technology and records management.

Key Achievements 2020-2021

- Successfully managed the service level agreement with Central Northern Regional Library and continued to operate the Uralla Library 30 hours per week within COVID-19 guidelines. Provided library resources to the volunteer-managed Bundarra Library service.
- Services provided by the Uralla Library to the community include Children's Storytime, Lego Club, Knattering Knitters, Book Discussion Group, Quilters, the Colouring Group, Movie Night for Adults, Youth Movie Night, school holiday programs and the Uralla History Hub. Volunteers continually support the operation of the History Hub and it is increasingly popular. The Uralla Library Home Library Service has become particularly important this year as more library members isolated at home.
- Sought and secured grant funding for the Tech Savvy Seniors Program for Computer Literacy and Social Media Training sessions for the community, being delivered by Uralla Library in 2020/21.
- Sought and secured grants for NAIDOC Week and Youth Week Programs.
- Promoted the Uralla Shire through the Uralla Visitor Information Centre (VIC); operated the VIC in accordance with accredited AVIC Level 2 services; and within COVID-19 guidelines.
- Undertook a full refurbishment of the Uralla Visitors Information Centre.
- Maintained services during COVID-19 restrictions; capacity limitations and COVID-19 Safe Procedures were implemented. A COVID-19 Pandemic Business Continuity Plan was applied. Daily Situation Reports were completed.
- Sought and secured grant funding from the NSW Government through the Bushfire Community Resilience and Economic Recovery Fund that delivered: interactive business map, tourism promotion video and new stock photos, travel writer articles, business resilience training, comprehensive survey of businesses to understand the affects of recent business interruptions events from bushfires, drought (including elevated arsenic levels in the Uralla township water) and the pandemic.

- Improved the layout of business papers for Council to better support decision making.
- A broad review of Council’s policies commenced and a register was developed. The Code of Meeting Practice and the Code of Conduct were reviewed. An Enterprise Risk Management Framework and Policy were adopted by Council. The following new policies were adopted by Council:
 - Asbestos Policy
 - Procurement Policy
 - Gifts and Benefits Policy
- Extensive work was undertaken by the Risk Management and Safety Officer to enable Council to meet Covid-19 compliance. A Business Continuity Plan relating to the Pandemic was implemented. Covid-19 Safety Plans and Procedures were put in place. The COVID-19 Information and Updates page on the Uralla Shire Council website kept the community informed on the changes in opening times and safety measures in place. A number of Social Media posts and media releases were circulated to keep the Community abreast of the changes to the Public Health Orders.
- Council complied with all safety audits and improvements were found in the overall Work Health and Safety audit. There were no major breaches of non-compliance found.
- A strategic risk register was developed.

Infrastructure and Development

Infrastructure and Development is responsible for delivering and maintaining infrastructure throughout the Uralla Shire, including our sealed and unsealed road networks and water, waste and sewer infrastructure, as well as managing our built and natural environments through providing town planning, development assessment, environmental rehabilitation and companion animal services. Its functions and services includes:

- Assets, properties and buildings;
- Development assessment and building certification;
- Land-use planning;
- Open space, recreation and parks and gardens;
- Roads, bridges and drainage;
- Water and sewer services;
- Waste management, landfills and recycling; and
- Environmental management and sustainability.

Key Achievements 2020-2021

- Completed the upgrades to the Uralla Sporting Complex, Uralla Memorial Hall, Swimming Pool, Wooldridge Fossicking Area Reserve, Community Centre, McMaugh Gardens Aged Care Facility, and Uralla VIC.
- Constructed the Bundarra Multipurpose Courts including BBQ areas, gym equipment, and universal access toilet.
- Maintained the Shire's parks and open spaces to a high standard including for community sporting events and for ceremonial activities, such as ANZAC Day.
- Constructed the Bundarra Sport and Recreation Club Amenities Block.
- Upgrades to the Uralla Shire Caravan Park including new camp kitchen and sundry renewals.
- Maintained the Shire's cemeteries.
- Further developed Transport Asset Management Plan and a Buildings Asset Management Plan to guide maintenance and renewal of those assets over time.
- Finalised the design and secured additional grant funding for the Bundarra sewerage scheme to enable the calling of tenders in 2020/2021.
- Continued a wide range of regulatory functions including: companion animals, complaints investigations, building and town planning development application assessments, construction certificates and building inspections.
- Installation of solar power systems on most Council buildings.
- Constructed the concrete footpath - (Bundarra CBD - Court St).

- Constructed the shared path in Plane Avenue from East Street towards the sports complex for 158 metres.
- Completed Council's urban and rural reseal program.
- Completed the construction of the Tolleys Gully Bridge (approaches to be completed in 21/22)
- Commenced construction of Hawthorne Drive for 2.2 km from the Rocky River Road intersection
- The Community Centre and Tablelands Community Support and Transport offices have all been painted inside in 2021 with a low-key colour

Aged Services and Community Care

Council's Aged Services and Community Care deliver a range of aged, disability and community services through operating McMaugh Gardens Aged Care Facility, Tablelands Community Support and Tablelands Community Transport. Its functions and services include:

- Aged care facility;
- Disability and community transport services;
- In-home care services to the community; and
- Wellness programs and initiatives aimed at Indigenous and aged residents.

Key Achievements 2020-21

- Managed McMaugh Gardens Aged Care Facility in a financially sustainable manner; maintained aged care facility accreditation; maintained a high occupancy rate and continued to provide a high level of service for the facility's residents.
- Continued to provide a wide range of consumer-directed aged, disability and community transport services through Tablelands Community Support and Tablelands Community Transport, including managing State and Federal funding agreements and grant acquittals for compliance and maintaining National Disability and Insurance Scheme service accreditation.
- Hours of direct support delivered by the Tablelands Community Support team have fluctuated due to Covid, wet weather and staff shortages but positive feedback has continually been received from consumers and participants.
- All new McMaugh Gardens and Tablelands Community Care staff completed eLearning courses with the Australian Government Department of Health Covid-19 training with many staff completing all 14 modules.
- All Tablelands Community Support staff have accessed eLearning including medication training, NDIS orientation for new staff and have mostly completed the new NDIS Worker requirements. Many staff have renewed their First Aid Certificates to better equip them should a consumer need assistance.
- Older Aboriginal consumers have attended social support and activity groups at three different locations. They have participated in a wide variety of fun activities, craft, health checks and guest speakers.
- In January 2021 the Commonwealth Home Support Programmes formerly under the umbrella of The Ascent Group were transferred over to Uralla Shire Council. They have been incorporated into Tablelands Community Support with additional Day activities including exercise, transport and respite consumers taking place. An added bonus was the doubling of our volunteer base.
- The Bundarra Commonwealth Home Support Programmes continue to have a small but faithful following for meals on wheels, group activities and maintenance programs including lawns and gardening. Volunteers also ably assist to keep this valuable program going with high quality services being delivered.

Section 3 – Additional Statutory Reporting

Rates Written Off

Local Government (General) Regulation 2021 – Clause 132

Pension rebates granted during the 2020/21 financial year:

- General - \$99,312
- Water - \$30,465
- Sewer - \$23,443
- Domestic Waste Management - \$39,835

An amount of \$38,484 was written off as rates and charges during the year.

Overseas Visits

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

There were no overseas visits in 2020-21.

Councillor Expenses and Provision of Facilities

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

The Council is constituted of nine Councillors and Council has adopted a Policy, last reviewed in March 2018, regarding the payment of expenses and the provision of facilities for Councillors. All fees and expenses are paid in accordance with that Policy.

The Mayoral allowance for 2020-2021 was set at \$20,544. An equipped office with fixed telephone is provided for the Mayor adjacent to the Council Chambers. Councillors, including the Mayor, are paid an annual meeting fee of \$11,400 each, which is paid in equal monthly instalments regardless of whether or not meetings have been attended.

In addition to the above fees, Council paid \$31,282 for the expenses of, and the provision of facilities to, councillors in relation to their civic functions. Included in these costs were the following specific expenses:

Expense	Value
Dedicated Office Equipment	-
Telephone Calls	\$5,865
Conferences and Seminars	\$854
Induction training	-
Councillor training	\$2,015
Interstate Travel	\$2,618
Overseas Visits	-
Expenses of Spouses, Partners or Accompanying Persons	-
Childcare	-
TOTAL	\$18,357

Major Contracts

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

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

Contract	Amount \$
Waeger Constructions Pty Ltd – Tolleys Gully bridge construction	598,400
JT Fossey Trucks – Supply 1 new bitumen truck	433,581
Rice Construction Group Pty Ltd - Refurbishment of Uralla VIC	456,649
Earthmoving Equipment Australia – Supply 1 new backhoe Loader	184,646
Smithcrete – Bundarra multi-purpose courts concrete	169,990
Armidale Regional Council – Tablelands Community Transport contracts	454,754
Ledonne Constructions – Bundarra sewer construction	7,767,506

Legal Proceedings

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

Set out below is a summary of the amounts incurred by the Council during the 2020/2021 financial year in relation to legal proceedings taken by or against the council; total being **\$11,076**.

Description	Cost	Status
Town planning matter	\$11,076	Finalised – legislation changed

Subsidised Private Works

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

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

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

The rates are reviewed annually during the preparation of the Annual Budget and advertised with the Schedule of Fees and Charges attached to the Operational Plan. Council has not carried out any work on private property during the 2020-2021 year except where proper private works orders have been raised and works charged.

Financial Assistance to Others

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

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

Presentation Nights	\$
Uralla Central School	-
Bundarra Central School	200
St Joseph's School	100
Rocky River School	100
Kingstown School	-
Kentucky School	100
Total	500

Community Grants and Donations	
Thunderbolt Festival	-
Australia Day Competition	1,125
St Josephs School	2,200
Bundarra & District Campdraft Association	3,000
Rotary – Uralla Art Show	3,000
Uralla Arts Lantern Parade	-
Australia Day Activities	885
Ethan Wooldridge	280
Uralla Neighbourhood Inc	1,527
RDN Bush Bursary Sponsorship	3,000
Total	15,017

Uralla Shire Council provides local community groups with the use of a small shop, “The Uralla Community Store”, located in the main street from which to run fund-raising activities such as the sale of raffle tickets, produce, handicrafts and cake stalls. Applications are called for annually with one week per year being allocated to each group.

General Manager and Senior Staff Remuneration

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

An Interim General Manager was employed on a term contract during 2020/21 while the recruitment process for a General Manager was undertaken. The General Manager was appointed on 6 July 2020.

The General Manager was the only staff member designated as a Senior Staff Member in accordance with the meaning of the *Local Government Act 1993*. The total remuneration comprised in the annual remuneration package of the General Manager at the end of the reporting period was as follows:

(i) the total value of the salary component of the package	\$203,647
(iii) the total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the general manager may be a contributor	\$ 19,346
(iv) the total value of any non-cash benefits for which the member may elect under the package	\$14,917
(v) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits	\$8,987
Total:	\$246,897

Stormwater Management Services

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

Council raised \$31,007 through the Stormwater Annual Charge in 2020-2021. These funds are utilised to continue the implementation of strategies outlined in Council's Delivery Program.

External Bodies That Exercise Council Functions

During the reporting period the Bundarra School of Arts Hall Committee acted under the delegation of Council.

Participation in Corporations, Partnerships, Joint Ventures or Other Bodies

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

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

- * Arts North West
- * Central Northern Regional Library
- * Country Mayors Association of New South Wales
- * Local Government New South Wales
- * New England Weeds Authority
- * New England Joint Organisation
- * Northern Inland Regional Waste Group

- * Mid North Weight of Loads Group
- * Rural Fire Service District/Zone group
- * Statewide Mutual
- * StateCover Mutual Ltd

Equal Employment Opportunity

Council is an Equal Employment Opportunity (EEO) employer.

Uralla Shire Council is committed to fully utilising the talents and resources of employees and that no employee or job applicant receives less favourable treatment on the grounds of race (including colour, nationality and ethnic or national origin), sex, marital status, pregnancy, physical and intellectual impairment, homosexuality, transgender or age by conditions or requirements which cannot be shown to be relevant to performance.

Council is committed to promoting equal employment opportunity as governed by Anti-Discrimination law, EEO principles and the *Protected Disclosures Act 1994* for all its employees. Additionally, Council has developed its own EEO Policy that promotes the appointment of staff on merit, and implements Selection Panels and Selection Criteria that are fair, balanced and non-discriminatory.

Council conducts a thorough induction process to raise new staff awareness of policies and procedures relating to EEO.

Council regularly reviews its Training Plan to identify skill gaps, to train and employ appropriate staff, and to promote career progression.

Compliance with Companion Animals Act and Regulation

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

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

Animal Control Services	NUMBER
Total Dogs Seized by Ranger	45
Total Dogs Seized by other persons	6
Dogs Returned to Owner (not impounded)	8
Dogs Uncontrolled in public area (off-leash)	45
Dogs processed through Animal Shelter	22
Dogs Released to owners	28
Dogs Sold	8
Dogs Released to Organisations to re-home	7
Dogs Euthanized – Unable to Rehome (unsuitable)	1
Dogs Euthanized as a result of Dog Attack – Unable to Rehome (unsuitable)	0
Dogs Total Euthanized	1
Cats processed through Animal Shelter	22
Cats Released to owners	1
Cats Rehomed	6
Cats Released to Organisations to re-home	6
Cats Total Euthanized	7
Total Out going Animal from Animal Shelter Facility	36
Penalty Infringement Notices Issued – Companion Animals	10
Penalty Infringement Notices Issued – Livestock	0
Reportable Dog Attacks	25
Dangerous Dog Declarations	0
Notice of Intentions to Declare Dog Dangerous	0
Menacing Dog Declarations	0
Notice of Intentions to Declare Dog Menacing	0
Off-Leash Areas in the Shire	2
OTHER ANIMAL MANAGEMENT ACTIVITIES	65
Community Education Programs as required Council Newsletter	Monthly
Community Education & Information as required Council Website	Active
Total animal registrations	54
EXPENSES 2020-21	
Funding spent by Council in 2020-2021 including the employment of a ranger, the operational and maintenance of Council's animal holding facility, as well as general operational costs (net of shared recoveries)	\$203,450
Capital Works Improvements to Pound Facility	Nil
Fund money used for managing and controlling companion animals	\$

Carers Recognition Act

Carers Recognition Act 2010

Uralla Shire Council recognises the contribution carers make to the Uralla Shire community. Council's human resources policies fully take the *Carers Recognition Act 2010* into account when these policies are drafted, implemented and reviewed.

Council employees are entitled to use any current or accrued sick leave entitlement to provide care and support to a person whose wellbeing is their responsibility. In cases which require long-term provision of care, the employee is encouraged to discuss arrangements with their supervisor or manager.

Disability Inclusion Act

Disability Inclusion Act 2014

A lot of work has taken place this year to collate and publish the improvements made by Council over a number of years that fit under the four focus areas:

Building positive attitudes - Uralla Shire Council considers disability inclusion in all aspects of business.

Creating Liveable Communities – Planning was completed for an accessible change room for the Uralla swimming pool incorporating toilet, shower and basin in accordance with AS 1428.1. Tenders were called and construction took place in the 2020-21 financial year.

Supporting Access to Meaningful Employment – Council is very receptive to employing people with a disability and making reasonable accommodations for their specific needs. At least one such person is a valued employee of Council with a whole team assisting them with transport and planning.

Accessible Systems, Information or Processes - Council meetings were broadcast live during this year making them accessible to many more people especially during lockdown and times of social distancing.

Meeting the Needs of People with a Disability

Most feedback from people with a disability has come through the Library and Tablelands Community Support and Transport. All very accessible to community members and visitors. The feedback has largely been positive around the caring and accommodating nature of the services and facilities.

Uralla has a lot of older buildings of historical interest that don't necessarily lend themselves to accessibility. However, access is now available to some shops in Bridge Street via access installed in the kerb near the local pharmacy. The pharmacy itself can then be accessed through the rear door. Other shops have notices to call and are happy to deliver services eg coffee and food to the footpath where the building isn't accessible. An accessible toilet has been installed at the back of a local café and many other businesses have a key and promote access to this facility.

Shade over picnic tables was requested and some has been made available through renovation of the rotunda and covered picnic tables at Hampden Park. Access across the kerb was completed to reach the Liberty swing and the public toilets which meet the needs of many people living with disability. Accessible parking at the kerb has also been implemented. Nest swings for children of all ages to improve foundational development of agility, balance and coordination have been installed in Alma Park.

Council has two accessible vehicles and the rail bus is accessible if identified at time of booking giving some flexibility to people living with disability that have need for these transport options.

Public Interest and Disclosure

Public Interest Disclosure Act 1994

Annual Report on Public Interest Disclosures 1 July 2020 to 30 June 2021.

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

Uralla Shire Council has an Internal Reporting Policy which is available for viewing on Council's website.

Staff are informed and updated on Council policies including the Internal Reporting Policy at staff meetings with hard copies of policies available at each work location. Information is provided to new employees in the Employee Induction Manual.

Code of Conduct Reporting

Sections 12.1 and 12.2 of Council's Code of Conduct Policy requires a report be provided to Council and the Office of Local Government on the following range of complaints statistics within three months of the end of September each year.

Annual Reporting Requirement Descriptor	Annual Statistic
a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September (the reporting period)	Councillors - 2 General Manager - 0
b) the number of code of conduct complaints referred to a conduct reviewer during the reporting period	2
c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints	2 Training was undertaken
d) the number of code of conduct complaints investigated by a conduct reviewer during the reporting period	2
e) without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period	Undertaking not to repeat the behaviour
f) the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and	0
g) the total cost of dealing with code of conduct complaints made about councillors and the general manager during the reporting period, not including staff costs.	\$6,558.00

Financial Management

Council's audited Annual Financial Statements for 2020-2021 including the General Purpose Financial Statements, Special Purpose Financial Statements and the Special Schedules are attached to the Annual Report. Included in the statements are comments from Council's Auditors – The Audit Office of NSW. A summary of Council's financial performance in 2020-2021 and financial position at the end of the reporting period is outlined below:

	2021 \$ '000	2020 \$ '000
Income Statement		
Total income from continuing operations	28,253	23,723
Total expenses from continuing operations	23,357	22,187
Operating result from continuing operations	4,896	1,536
Net operating result for the year	4,896	1,536
Net operating result before grants and contributions provided for capital purposes	(2,372)	(1,452)
Statement of Financial Position		
Total current assets	22,269	18,859
Total current liabilities	(11,219)	(7,880)
Total non-current assets	238,379	233,761
Total non-current liabilities	(4,567)	(4,808)
Total equity	244,862	239,932
Other financial information		
Unrestricted current ratio (times)	2.22	2.80
Operating performance ratio (%)	(8.92)%	(2.43)%
Debt service cover ratio (times)	11.26	10.91
Rates and annual charges outstanding ratio (%)	9.00%	11.76%
Infrastructure renewals ratio (%)	79.31%	121.80%
Own source operating revenue ratio (%)	55.42%	63.98%
Cash expense cover ratio (months)	11.88	9.99

Section 4 – Attachments

A Financial Statements 2020 - 2021

Please see Item 15.2 Attachment for Financial Statements 2020-2021
-Business Paper Ordinary Meeting 23 November 2021

B GIPA Report 2020-2021

Clause 7(a) – Evidence of proactive review and release of information

Item	Response
Proactive review of 'information for public release' undertaken?	Yes
Information made publicly available as a result?	Yes
<p>Uralla Shire Council during the reporting period has on a continuing basis reviewed the information that it proactively releases on its website. The review process is undertaken utilising Council's Publication Guide to identify documents which have been created as part of "our functions". The objective of the review process is to identify information or categories of documents that can be released without unreasonably incurring additional costs or placing an additional burden on the organisation's resources. During the reporting period Council has proactively published information on the Council website in relation to major projects, works, services, and policy and planning documentation. The publication of information and documents in relation to these areas has occurred to ensure that decisions and reporting in regard to the related matters is both transparent and provides accountability to the Community.</p>	

Clause 7(b) – Total number of access applications received (excluding informal requests)

Item	Response
Total access applications received?	43

Clause 7(c) – Total number of access applications received & subsequently refused (excluding informal requests)

Item	Response	
	wholly refused	partly refused
Total access applications refused due to overriding public interest against disclosure?	2	0

Clause 7(d) – Schedule 2 statistical data, tables A to I

Table A: Decisions made by applicant type & outcome

Applicant Type	Decision Type	Decisions Made
Members of the public (by legal representative)	Access Granted in Part	24
Members of the public (other)	Access Granted in Part	17
Members of the public (other)	Access Refused in Full	2

Table B: Decisions made by application type & outcome

Application Type	Decision Type	Decisions Made
Access applications (other than personal information applications)	Access refused in Full	2
Access applications that are partly personal information applications and partly other	Access Granted in Part	41

Table C: Details about invalid applications

Reason for Invalidity	Number of Applications
Section 41	0
Section 43	0

Section 110	0	
Total invalid applications received	0	
Total Invalid applications that subsequently became valid applications	0	
Table D: Decisions to refuse access to Schedule 1 information (i.e. overriding public interest against disclosure)		
Schedule 1 Consideration/s applied	Number of times used	
nil	n/a	
Table E: Other public interest considerations against disclosure (GIPA Act - Section 14)		
Section 14 Consideration/s Applied	Number of Times Used	
Responsible and effective government	2	
Table F: Timeliness of decisions made		
Decision Timeframe	Number of Applications	
+/- 20 days (statutory timeframe)	42	
More than 35 days (by agreement)	1	
Not within time	0	
Table G: Outcomes of decision reviews		
Review Type	Review Outcome	
	decision varied	decision upheld
Internal	0	0
Information Commissioner	0	0
Internal under Section 93	0	0
NCAT	0	0
Table H: Applications for decision review by applicant type		
Review Applicant Type	Number of Applications	
Original access applicant	0	
Section 54 applicant	0	
Table I: Access applications transferred to other agencies		
Transfer Type	Number of Applications	
Agency initiated	0	
Applicant initiated	0	



End of Term Report 2021

End of Term Report 2021

Introduction

The End of Term Report provides an update on Uralla Shire Council's progress towards achieving its aspirations set in the Community Strategic Plan. This report is a requirement under the *Local Government Act 1993*, and forms part of Council's Integrated Planning and Reporting (IP&R) Framework. The End of Term Report is defined by the NSW Premier & Cabinet Division of Local Government as a 'report on Council's achievements in implementing the Community Strategic Plan over the previous four years'. Due to the Covid-19 pandemic, the Council's term has been extended by a further 15 months.

How do we work to meet the goals set in the Community Strategic Plan?

Council's four year Delivery Program and one year Operational Plan identify the major projects, programs and services and work towards delivering the goals set in the Community Strategic Plan. These documents form part of a suite of strategic documents that outline the priorities and actions to meet the Community Vision.

Community Strategic Plan – What the Community wants

This document provides the vision as to where the people of Uralla Shire want to be in 2027. It outlines the key outcomes and strategies which form the basis of our planning. The document is reviewed at the start of each new Council term.

Delivery Program – How Council proposes to deliver

This document is a four year outlook (usually the length of Council's term). It establishes major projects and performance measures outlining how Council will address and measure progress towards the strategies contained in the Community Strategic Plan. It allocates high level resources to achieve the projects over a four year period. Council is required to report back to its community on a six-monthly basis. The document is updated annually in conjunction with the yearly Operational Plan.

Operational Plan - What Council proposes to do

The Operational Plan is a one year outlook, it includes actions Council will undertake in the financial year to address the Delivery Program projects. It includes a one year capital works program and allocates resources necessary to achieve the actions in the financial year. Council reports quarterly to its community on the status of the Operational Plan.

Resourcing Strategy

The Strategy includes:

- a ten year Long Term Financial Plan,
- a four year Workforce Management Plan
- an Asset Management Framework

The Strategy contains information on the time, funding, assets and people required by Council to progress the projects within the Delivery Program and move towards achieving our community outcomes. This document is also reviewed at the beginning of the new term of Council.

Annual Report

Council is required to report annually to the Office of Local Government. Annual reports contain statutory reporting requirements, including: the achievement of actions and Key Performance Indicators identified in the four year delivery program, a summary of Council's audited financial performance, contributions and grants awarded and details of overseas visits on official Council business by the Mayor and Councillors.

How do we know if we have succeeded?

Council relies on information and feedback. The Organisation has recently reviewed service levels and program delivery in a number of areas resulting in some data sources being collected. Other indicators rely on Australian Bureau of Statistics (ABS) data collected every five years and benchmarking with other Councils. This information is used to report back to the Community on a quarterly basis.

A Proud, Unique and Inviting Community

Uralla has shown itself to be a resilient community having survived bushfires, drought, and arsenic contamination in its water reticulation during the term.

The School of Arts building in Bundarra has been upgraded and is used as a centre for the community in Bundarra, with classes and social gatherings taking place there.

Additional grant funding was secured to support upgrades at wide range of community operated facilities across the Shire.

A Safe, Active and Healthy Shire

Our community services are provided by Tablelands Community Support, Tablelands Community Transport and McMaugh Gardens. These organisations continue to deliver non-profit transportation, in-home and in-facility care and respite to many Uralla shire residents and to others within the region as well.



1 Bundarra Multi-Purpose Courts

During this term of Council, the Uralla Sporting Complex was upgraded and included the resurfacing of the tennis courts, new chainwire fencing around the courts, the provision of drinking water fountain and bbqs, and upgraded kitchen facilities in the clubhouse. The Uralla Swimming Pool was upgraded and included internal and external rendering and painting of the building (including a mural on the front of the building painted by students from Uralla Central School), new shade sails, picnic tables, bbq and drinking water fountain, and the construction of a new disabled amenities block, upgrading of the carpark with the provision of dedicated disabled parking. New change room facilities have been constructed at the Bundarra Sport and Recreation Club, and this community also has new multipurpose courts including the construction of a new skate park and installation of exercise equipment.

Council is a NSW Rural Doctors Network Bush Bursaries and Country Women's Association Scholarship sponsor; Placements for doctors are coordinated by Council. The New England Joint Association has been actively lobbying for increased health practitioners to the region. A number of playgrounds have been upgraded including:

- Alma Park
- Hampden Park
- Porter Park
- BMX Track
- Kentucky Playground
- Barry Munday Reserve, Invergowrie (ongoing)

Council has a Food Premise Inspection Program with 34 premises inspected on an annual basis. The primary goal for inspections is ensure high standards for food preparation and service. The inspection is Council's main tool for detecting issues and providing advice to the establishment owners.

A Diverse and Creative Culture

Our libraries have delivered a variety of programs and services that have kept our community engaged. Programs include storytelling, school holiday craft, film night and book club. The Library in Uralla also has wall space for local artists to exhibit their work.



2 Library Storytime in honor of NAIDOC Week

NAIDOC week is celebrated each year; storytelling and live entertainment from local indigenous groups have taken place. Visitors from pre-school and staff have been invited to participate in the activities that have been organised in the Uralla library.

Seniors week

Our seniors have had the opportunity to attend the "Tech Savvy Seniors" programs as part of the Seniors Week. The programs were tailored to be socially and culturally inclusive. Unfortunately the Public Health Orders during the

pandemic had a negative effect on attendance numbers. In addition to programs aimed at the seniors within our community, the Mayor also hosts a Seniors Morning Tea.

Youth week

In conjunction with the Uralla Neighbourhood Centre and a family fun day was organised in 2021 for Youth Week. A varied holiday program is targeted at ages 8-18 and includes craft, STEM programs and movies. Council's Mayor hosted a youth forum each year. Council has supported a number of local festivals including the Thunderbolt's Festival and the Uralla Lanterns Festival. Citizenship Ceremonies take place on Australia Day each year.

Access To and Equity of Services

Council adopted its Disability Inclusion Action Plan in 2017. This framework sets up the key strategies and actions to be delivered by Council in its commitment to disability access and inclusion within the Local Government Area. It guides Council operations in relation to disability access and inclusion, and focuses on improved outcomes for all community members. Highlights include:

- Aspects of the Development Application process, such as provision of individualised advice
- Development of social procurement framework to facilitate employment opportunities for local people with disability
- Provision of disability and community transport services

In 2018-2019 Council purchased a 12 seat Mercedes bus with a wheelchair hoist to expand on Council's services provided through Aged and Community Care. This bus is used by McMaugh Gardens, Tablelands Community Support and Tablelands Community Transport; this has helped Council meet its target outputs for Tablelands Community Transport and positive feedback has been received from residents and clients.

The Uralla swimming pool now has a new accessible amenity block and a family changing room as well as additional accessible carparks.

An Attractive Environment for Business, Tourism and Industry

Council adopted a Local Planning Strategy. The Strategy guides the future growth and development of the Shire, identifying local priorities and informing the Local Environmental Plans (LEP).

Council partnered with New England High Country for annual tourism promotions. In addition to this a travel writer was engaged to promote the region; a short video of the shire and what the region offers can be found on Council's website.

Growing and Diversified Employment, Education and Tourism Opportunities

The Uralla Visitor Information Centre upgrade was undertaken in 2020-2021. An interactive map was developed to highlight businesses including accommodation, food, education and tourist attractions across the Shire.

Council partnered with State Government in preparing for disasters. A number of tools and resources have been uploaded to Council's website to help businesses become disaster ready. A Business Connect Program has also been implemented, this is a free mobile advisory service for small businesses. A local advisor can meet with owners of small businesses to discuss needs and offer advice with respect to managing cash flow, planning next steps and accessing financial support schemes.

Council has reduced its median Development Application processing time down to 8 days; the median determination time across all NSW Councils in 2019 (the most recent published figures) was 40 days.

Council is well placed for any future growth with around 45 years' worth of residential land stock available based on the twenty year trend to 2021. This is a credit to the strategic planning that was undertaken by Council over the past decade. The first Developer Forum was facilitated by Council staff; the forum provided an opportunity for those in the industry to receive advice and updates on matters pertaining to development.

All certificates relating to building and planning must now be submitted through the NSW Planning Portal. A dedicated workstation has been set up in the foyer of Council's administration building for anyone without home internet access who would like to submit a Development Application (DA).

Council encourages anyone who is looking to build, to make use of Council's free pre-DA meeting service. These meetings provide information on what is permissible, what documentation is required, where to source the documentation and what specialist services you will need. There has also been an increase in building certification services which are now available both on Monday and Wednesday.

A Safe and Efficient Network of Arterial Roads

The Mihi and Munsies timber bridges were replaced with concrete deck and steel railings in 2018. The highlight in 2019-2020 was securing funding for Tolleys Gully Bridge via the Growing Local Economies program and the Hawthorne Drive Stage 1 upgrade under the Fixing Local Roads program.

Our urban areas, our sealed roads and our unsealed roads have been maintained as planned. New pedestrian and bike paths have been built along Maitland Street and Plane Avenue in Uralla, Invergowrie Road, Invergowrie and Oliver and Bendemeer Street in Bundarra. Environmental services have been provided to rehabilitate our road sides and high conservation value sites.

Significant road upgrades included:

- Bingara Road – unsealed to sealed
- Bundarra Road, Invergowrie
- Harriet Gully Road - unsealed to sealed
- Corey Road – unsealed to sealed
- Old Gostwyck Road – unsealed to sealed
- Retreat Road – some partial sealing
- Mount Mitchell Road – unsealed to sealed
- Hill Street - reseal
- Maitland Street – reseal



3 Hawthorne Drive, Arding

Communities that are Well Serviced with Essential Infrastructure

One of the highlights of this term was constructing the Bundarra Sewerage Scheme. This scheme was first proposed in November 1989 when Public Works identified there was a need to implement a sewer scheme for Bundarra to address potential health, environmental and aesthetic issues associated with septic and other on-site effluent disposal systems. Planning for this project commenced in 2016 with construction starting in 2021 and completion expected in early 2022.

The Bundarra School of Arts Hall, Uralla Memorial Hall, Kentucky Memorial Hall and Uralla Visitor Information Centre were refurbished during this term of Council.

Public amenity upgrade in Hampden Park, Uralla and the Uralla Sports Complex. Key public space upgrades at the Uralla sporting complex with additional seating portable grandstands, basketball and netball courts, new canteen facilities.

New BBQ facilities and picnic settings have been constructed throughout the shire.

New public car parking at the Uralla Swimming Pool and kerb and channel in King Street Uralla.

Preserve, Protect and Renew our Beautiful Natural Environment

Throughout 2016-2021 Council continued to work on improving our environment by providing plans and actions to safeguard Uralla Shire's roadside bushland whilst safer roads are developed, allowing remnant vegetation to be preserved. Several successful pest animal control programs were delivered to reduce the impact of rabbits and foxes on public lands. Our volunteer program assisted in the maintenance of parks, gardens and open spaces.



4 Volunteer Bush Regeneration Group

Healthy balance between Development and Environment

Post Covid-19, regional NSW has seen a sharp increase in the level of domestic based tourism, higher demand for access to

functional green space in addition to an increase in the number of people leaving the city centres in exchange for rural lifestyles. Council has developed a draft Open Space Strategy which is ready to proceed to final public exhibition. This document is expected to be presented to the November 2021 Council meeting for consideration. This Strategy is an opportunity to assess the existing condition of Council's open space assets and to identify how these assets can be strengthened to better serve the community, promote tourism attract people to reside in the Shire and develop a plan for future development of Council's open space.

Natural disaster preparedness has been further developed:

- Adopted an Adverse Events Plan in 2021
- Business continuity planning implemented effectively during the water elevated arsenic event and the COVID19 pandemic
- Applied for funding for portable generators

Reuse, Recycle and Reduce Wastage

Council continued to operate all waste services and achieved savings by switching to a new contractor for kerbside collection. Over 740 tonnes of kerbside recycling was received and sorted at the Uralla Materials Recovery Facility. Approximately 1,800 tonnes of general waste was received for burial at the landfill. A specialised 32 tonne compactor was purchased to increase density of the buried waste and thus extend life of the landfill. Council continued to participate in Northern Inland Regional Waste activities to encourage better practice in waste management in the community.

Recycling sold/exported off site:

- 568 tonnes of steel
- 42 tonnes of glass
- 75 tonnes of e-Waste
- 32 tonnes of batteries
- 1718 plastic drums under DrumMuster
- 208 bales of carbdboard
- 434 bales of Aluminium
- 311 bales of plastic bottles

Secure, Sustainable and Environmentally Sound Water-Cycle Infrastructure and Services

Council completed its filter repairs and upgrade works at the Uralla Water Treatment Plant and this has made a marked improvement to the functionality of the Uralla town water supply; Council is in a better position and is prepared to address any increased levels of arsenic contamination should this occur during future periods of drought.

A program of hydrant flushing and repairs has commenced.

A Strong, Accountable and Representative Council

Council commenced audio casting its meetings in December 2019. Archived audio recordings of Council meetings are available via Council's website. Following a review of the Code of Meeting Practice, Council workshops are now open to the public.

In 2016 Council recognised that an increasingly large portion of the community obtained its information from social media and in that year Council established a Facebook page which has now become an integral element of our Engagement Strategy. The Communications Officer works to further enable the community's voice to be heard regarding Council activities, services and facilities. Council has expanded its engagement program to increase community awareness and understanding of decisions and gain insight into community opinion through newsletters, social media, workshops, information sessions and Listening Posts.

The Audit Risk and Improvement Committee was appointed in 2018. The objective of the Committee is to provide professional independent advice and assistance to the Uralla Shire Council (Council) to improve its operations and functions, ensure compliance to legislation, manage risk and be accountable for its external responsibilities.

An Internal Auditor was appointed in 2019. The purpose of the Uralla Shire Council's internal audit function is to provide independent, objective assurance and consulting services designed to add value and improve Uralla Shire Council's operations. The mission of internal audit is to enhance and protect organisational value by providing risk-based and objective assurance, advice, and insight. The internal audit function helps Uralla Shire Council accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of governance, risk management and control processes.

A Communications Officer was resourced from 2017 to enable communications and community engagement services in support of all Council activities and Council decision making.

An Effective and Efficient Organisation

Commencing 2017 Council resourced a full-time Risk Management and Safety Officer and significant development of the safety system is in progress. A new Enterprise Risk Management Framework, Policy and Register was commenced in 2020. Uralla Shire Council was awarded overall winner of the Regional, Rural and County Councils as well as winner of the Enterprise Risk Category for 'Improving Risk Culture' in the Statewide Mutual Risk Management Excellence Awards in 2021. A Pandemic Business Continuity Plan has been drafted to meet the risks Council faced in 2020 and 2021.

The Coordinator of Governance and Risk had carriage of the Governance Improvement Program. This program has been implemented; a number of new policies have been adopted by Council and 18 redundant policies have been repealed this year. New software was implemented to report on the Operational Plan and Delivery Program.

Deliver the Goals and Strategies of the Community Strategic Plan

State Level and Local Partnerships

The New England Joint Organisations of Councils consists of seven member Councils and an associate Council. The key focus areas of the organisation are: sustainable economic growth, educated, healthy and connected communities and investment in critical infrastructure.

The New England Weeds Authority is a Local Control Authority that manages invasive weeds under the Biosecurity Act 2015. Uralla Shire forms part of the area of operation.

Northern Inland Regional Waste is a regional waste group that focuses on sustainable waste management and resource recovery.

Uralla Shire Council is joined with the Central Northern Regional Library (CNRL). The CNRL provides a collection of print, audio-visual and electronic resources as well as access to downloadable e-resources.

Council and Senior Staff Leadership Team During the Term

The following Councillors served during the term:

Popularly elected Mayor: Cr Michael Pearce 2016-2021

- Cr Robert Bell 2016-2021 (Deputy Mayor 2016-2017)
- Cr Robert Crouch 2016-2021 (Deputy Mayor 2018-2020; Sept 2021-Dec 2021)
- Cr Mark Dusting 2016 -2021
- Cr Natasha Ledger 2016-2021
- Cr Tom O'Connor 2019-2021
- Cr Levi Sampson 2016 -2021
- Cr Isabel Strutt 2016 -2021 (Deputy Mayor 2017-2018; 2020-2021)
- Cr Tara Toomey 2016-2021
- Cr Kevin Ward 2016-2018

Cr Ward passed away in February 2019. He served the Uralla Council for 14 years. He was known for his strong convictions, his dedication to local governance and his love for his community. Cr Ward resigned from his position on Council in November 2018 due to ill health. He had the following to say about the community at the time:

It's a very kind and caring community Uralla, people take care of their neighbours and that's struck me over the years - everyone is interested in the welfare of the community and there's no shortage of people interested in trying to improve the town."

Council wishes to particularly thank its staff, volunteers and contractors who are the heart of our work and have succeeded to deliver the most important services that our community needs and uses. We are proud of the results we have been able to achieve and we would like to acknowledge the efforts of Council's workforce, led by the General Managers (Andrew Hopkins to 2019, David Aber [Interim July 2019 – Feb 2020], Scott Phillips [Interim Feb – Jul 2020]; Kate Jessep [current]), in contributing to the organisation's success.



UINT/21/13236



State of the Environment Report

UINT/21/11194

2017 - 2021

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1. Introduction

1.1. State of the Environment Reporting-overview

The NSW *Local Government Act 1993* requires all councils to produce a State of the Environment (SoE) Report as part of their reporting requirements.

A State of the Environment (SoE) Report is an important management tool that aims to provide the community and the local council with information on the condition of the environment in the local area to assist decision making. The State of the Environment Reporting is undertaken every four years to coincide with council elections. This report covers a five year period due to the term of Council being extended by an additional 1¼ years (elections delayed by the pandemic).

As per Section 428A (3) of the Local Government Act 1993, the State of the Environment Report is meant to:

- (a) Establish relevant environmental indicators for each environmental objective;
- (b) Report on, and update trends in, each such environmental indicator; and
- (c) Identify all major environmental impacts (being events and activities that have a major impact on environmental objectives).

This report covers the period 2017 – 2021 and showcases how successfully Uralla Shire Council is progressing towards achievement of the environmental goals in the Community Strategic Plan (CSP), and in doing so helps identify new pathways and actions (where required) toward achieving improved environmental

outcomes across the Shire. The report showcases the responses which Council, in partnership with our residents, community groups and other agencies, is implementing.

1.2. SoE Themes

To help us understand the achievement of CSP goals, the Report examines data and trends for various environmental indicators based on the following broad themes:

- ➔ Waste Management
- ➔ Biodiversity and vegetation management
- ➔ Sustainable roads and shared paths
- ➔ Water and Sewerage

These environmental themes are consistent with the goals that have been identified in Uralla Shire CSP 2017-2027 and the Delivery Plan 2017-2021. Topics within each theme provide detailed information about the status of projects and activities aimed at promoting environmental management in the Shire.

This report acknowledges that without partnerships with our community and state / federal agencies, Council would be unable to provide the levels of environmental management that it currently maintains.



2. Uralla Shire Council- Profile

2.1. Overview

Uralla Shire is located on the Northern Tablelands of New South Wales and in 2016 recorded a total population of 6,300. Uralla Township (population 2,750) is the main urban area. The Shire covers approximately 3,230 km² and includes a number of smaller villages and localities including Bundarra in the north-west, Invergowrie in the east, Kingstown in the west and Kentucky in the south.

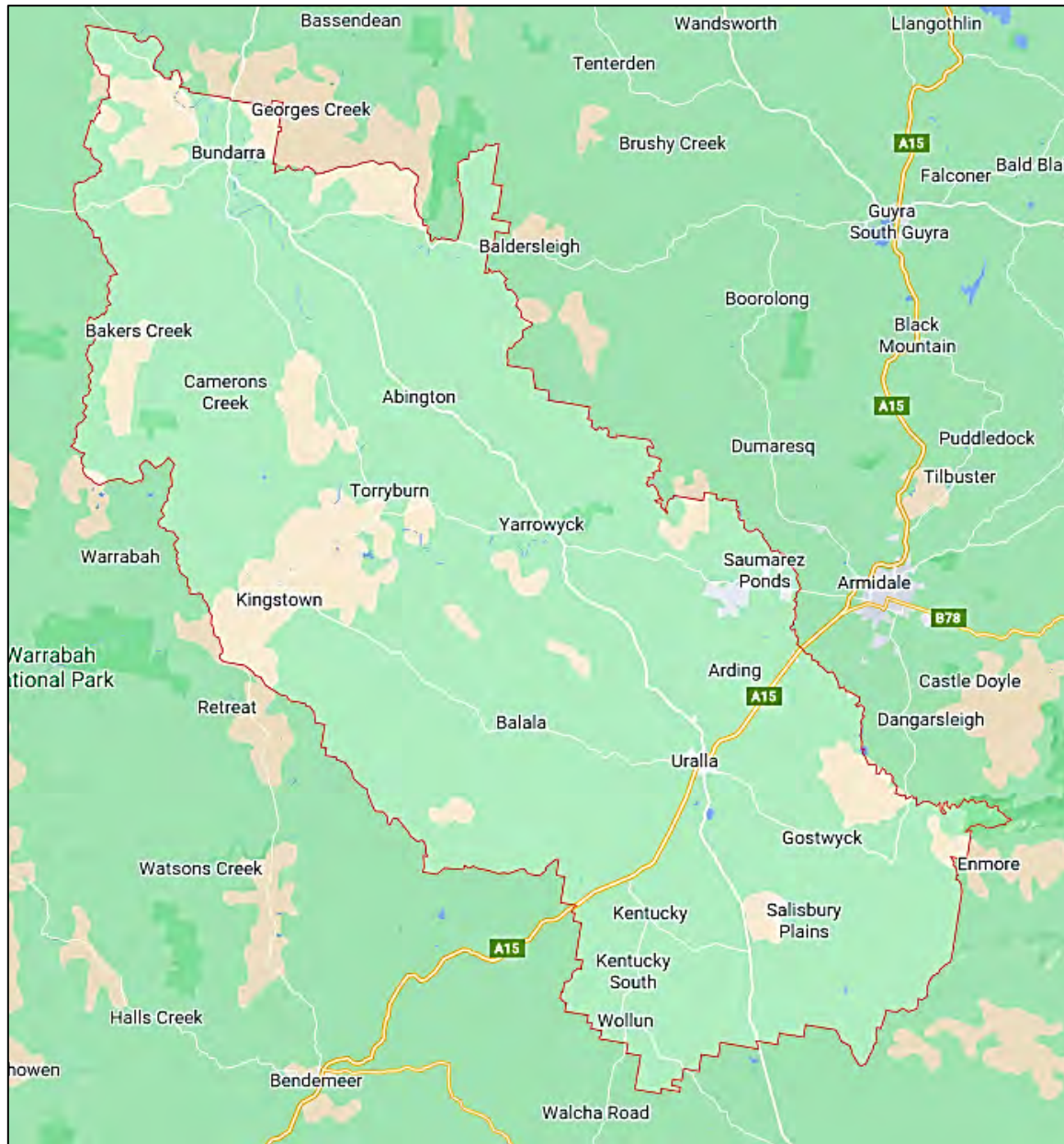


Figure 1: Location Map of Uralla Shire Council (Source: Google Maps)

Uralla has been inhabited by the Anaiwan people for around 9000 years, as evidenced by local archaeological finds. European settlers arrived in the region from the 1830s, having been attracted to the region by its favorable climate and geography to support livestock grazing. It was this early impression of European landscapes that gave the region its “New England” moniker.

Uralla Shire is a source of rich biodiversity, cultural heritage and agricultural production. The region supports a number of national parks, state heritage sites and nature reserves, with world heritage listed forests of the Oxley Wild rivers National Park within the Council area. Uralla Shire is fortunate to support a number of bioregions rich in unique plant and animal species. As an example, the habitat supporting the critically endangered Regent Honeyeater (*Xanthomyza phrygia*) is largely confined to fragments of Box Gum and Ironbark woodlands that occur in the west of the Shire.

The nature of economic activity in Uralla Shire is traditionally based on agricultural products, however this is changing as tourism and service industries gather momentum. With support from Council, Uralla is fast gaining a reputation for high-quality locally sourced produce – the “paddock to plate” concept has been a central focus to encourage tourists to visit Uralla.

Other small-scale industries such as metal manufacturing have been a focal point for developing skilled labour through training and apprenticeships, and by these means continue to offer local employment opportunities. Council will continue to support these activities in order to increase employment opportunities and provide a platform for new industries to emerge.

2.2. Natural environment

2.2.1. Climate

The New England Region experiences a dry sub-humid temperate climate. Summers are relatively short and mild and winters are long and cold. Mean monthly maximum temperatures generally vary from 25.9 °C in January to 11.3 °C in July. Mean monthly minimum temperatures generally vary from 14.8 °C in January to 2.1 °C in July (Table 1).

Median rainfall is approximately 800mm per annum in Uralla and 763mm per annum in Bundarra with approximately 60% falling in summer and 40% in winter. The drought of 2018 and 2019 resulted to the lowest rainfall (less than 250 mm) on record and followed six years of below-average rainfall.

Table 1: Weather averages for Uralla

Parameter	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Avg. Temperature °C	20	19	17.2	13.7	9.9	7.2	6.2	7.4	11.3	14.3	16.6	18.6
Min. Temperature °C	14.8	14.2	12.6	9.3	5.5	3.6	2.1	2.6	5.9	8.8	11.3	13.2
Max. Temperature °C	25.9	24.6	22.6	19	15.2	11.9	11.3	13	17.2	20.3	22.4	24.3
Precipitation / Rainfall mm	106	89	61	39	41	49	43	41	50	74	102	111

- Source: Climate data.org

2.2.2. Rivers

Uralla Shire is on the northern edge of the Murray Darling Basin. Rivers and creeks flowing west and south flow directly into this system via the Gwydir River, while rivers to the east of the divide flow into the Macleay. Water quality issues for downstream communities on these systems begin within the Uralla Shire headwaters of these rivers. Key threats include weed management, modification of channels, sedimentation and chemical use. On site sewerage management is particularly relevant to catchment water quality health.

2.2.3. Wetlands

Uralla is home to a number of wetlands which form a complex of at least 58 surviving wetlands distributed around the New England Tablelands (Bell *et al.*, 2008). This group of wetlands is known as the 'Upland wetlands of the drainage divide of the New England Tablelands Bioregion'.

Upland wetlands are important habitat for birds, including international migrating species, mammals, reptiles and fish. Notable upland wetlands include Dangar's Lagoon, Racecourse Lagoon, Thomas Lagoon, Barleyfield's Lagoon, Kentucky and Taylors Lagoons.

Species known to be present at Racecourse Lagoon include the eastern water rat, dragonfly, tiger snake, yellow-spotted bell frog, eastern snake-necked turtle, Australian grebe, and Latham's Snipe. International visitors include red-necked Phalarope from the Arctic and Marsh Sandpipers from Austria. Many of these species have been sighted in the nearby Dangar's lagoon, including different bird species such as Great Crested Grebes, Blue-billed Ducks, Whiskered Terns, Swamp Harriers, Whistling Kites and Nankeen Night Herons.

Very few of the wetlands of this type have any formalised protection. Regionally the number of wetlands lost as a consequence of changes to their hydrology, landscape disturbance, landscape clearing, feral animals (e.g. rabbits, foxes, mosquito fish/gambusia), and weeds (e.g. blackberry), changes in rainfall patterns,

aquifer extraction, and poor management. The majority of remaining wetlands are highly modified, and their vegetation communities are under threat (Bell *et al.*, 2008).

The NSW Scientific Committee believed that listing the wetlands as an Endangered Ecological Communities was warranted given that "*they are likely to become extinct in nature in NSW unless factors threatening their survival or evolutionary development cease to operate*". In 2005 Racecourse lagoon was included in a listing for the 'Upland wetlands of the New England Tablelands and Monaro Plateau', under the Environment Protection and Biodiversity Conservation Act, 1999. This was due to "*their restricted distribution and vulnerability to ongoing threats.*" Their listing "*recognises that their long-term survival is under threat*" and aims to "*prevent further decline, and assist community and land manager efforts toward the recovery of the ecological community.*"

2.2.4. Threats to ecological communities in the Shire

After land clearing, exotic plant and animal invasion is the single biggest threat to the conservation of biodiversity, and this applies equally in Uralla Shire. There is a continual increase in the number and variety of invasive weed species that are entering the New England Tableland Bioregion through multiple vectors, including road, rail and riparian corridors. Furthermore, the Shire is experiencing increasing ecological stress through changes in plant distributions as a result of harmful and/or negligent land-use practices and climate change. There is evidence provided by authorities and landholders of new weed incursions that have previously been confined to warmer, more humid coastal locations. As an example, Fireweed (*Senecio madagascariensis*), a weed of national significance, has been sighted in and adjacent to the Kentucky - Nowendoc rail corridor south of Uralla (NEWA pers comms 2017).

Through planning and development, Council can have a very direct impact on the rate of clearing and the ongoing management of remnant vegetation communities. Council develops bush regeneration plans to align with current legislative guidelines, most notably the *Biodiversity Conservation Act 2016 (NSW)* and the *Biosecurity Act 2015 (Cth)*. Council also develops and maintains collaborative agreements with landholders and other stakeholders where common interest adds support to the objectives of weed and pest animal control.

2.3. Waste and recycling

Waste production and management issues are directly related to population growth and our economic prosperity. That is, the more affluent we become the more waste we produce.

Waste refers to the organic and inorganic things we dispose of: everything from cotton buds to the scraps from our kitchen, the objects we find in the depths of our garage, to the weeds we pull from our garden.

The environmental and health impacts of waste occur across the life cycle of those wasted things. In understanding the full impact of waste we should think about the environmental impact of the extraction process for the minerals and resources used to make the product; the environmental impact of transporting those materials through the different stages of production and the amount of energy and water that went into manufacturing it at each stage. A full appreciation of the impact of waste is not complete without considering what we do with the bits of those products that we throw away. The waste disposal process itself has implications for land, water and air quality; and there is an increasing environmental and economic cost to local communities who bear the burden of waste management and disposal.

2.4. Stakeholders

Partnership with stakeholders is essential to our ability to achieve positive environmental change. It makes creative, financial and logistical sense to combine our resources. Many projects that Council is involved with over time have originated from community ideas or partnerships. Our partners include community groups; schools, education centres, regional councils; state and federal departments as well as businesses. Many residents also participate and volunteer their time on projects. Indeed, many of the project ideas and activities undertaken over recent years have been generated from within the community.

Council works primarily with urban-based residents and groups in implementing conservation and rehabilitation projects on public lands. Key project sites include Alma Park, Uralla and Rocky Creeks, Mt Mutton, The Glen, Bundarra Nature Park, Racecourse Lagoon and Wooldridge Fossicking Reserve.

The support provided by the Council to any project varies from staff time to help with funding applications, project design/planning or communication on behalf of a group. Where possible, Council provides direct contributing funding, and/or in-kind support with machinery and/or materials. The bush regeneration team has made significant contributions to a number of Rivercare and Landcare-funded projects. Often, Council will assist to maintain the works within the project. Uralla Shire Council also works in partnership with the New England Weeds Authority to control noxious weeds across the Shire.

During the reporting period, Covid-19 pandemic affected conservation and rehabilitation project activities that were to be undertaken by the Council in partnership with stakeholders and volunteer community groups.

3. Waste Management

CSP Goal: Reuse, recycle and reduce waste

Strategies:

- Promoting recycling and reuse and providing regular and efficient waste and recycling services.
- Providing education to the community on ways to minimise the waste produced by households.
- Implementing initiatives to reduce illegal dumping and provide community education to prevent litter

3.1. Overview

Waste management refers to the practice of collecting, transporting, processing or disposing of, managing and monitoring various waste materials. It is important to improve sustainability in this respect so that every bit of waste can be managed efficiently rather than simply depositing it in landfills.

Waste management is a major responsibility for councils and is significant for social, environmental and economic factors.

The sustainable waste management practices being promoted by Uralla Shire Council are:

- **Avoid-** By identifying ways of carrying out a function or task without using materials that generate waste. An example is sending information electronically instead of on paper.
- **Reduce-** Using less in the first place and avoiding waste. An example of this is purchasing in bulk to reduce packaging.
- **Reuse-** Using the same item more than once and extending the useful life of products and equipment before replacing an item.
- **Recycle-** Purchasing products that contain recycled materials or those that have or can be re-manufactured. Recycling saves energy, keeps materials out of landfills and provides raw materials for new products.



Council aims to increase recycling rates and reduce waste to landfill in line with State targets

Council's priorities include:

- Ensuring that at least 50% of Uralla's total waste is recycled.
- Reducing the volume of print paper purchased by 10%.

3.2. Waste management services

Uralla Shire Council currently offers the following waste services:

- Kerbside waste in 140L bins.
- Kerbside recycling in comingled 240L bins.
- Drop off recycling points at Uralla, Bundarra and Kingstown waste management facilities.
- Recycling station at Kentucky.
- Kerbside commercial recycling collection.
- Voluntary kerbside garden organics collection in Uralla Township.
- Participation in the annual chemical collection, batteries, oil, e-waste, ferrous and non-ferrous metal, delivered non-putrescible garden organic waste, wood waste, Virgin Excavated Natural Material (VENM) and Excavated Natural Material (ENM), tyres (all sizes), mattresses, dead animal disposal, and asbestos disposal (Uralla Landfill only).

Council does not charge for green waste, metal waste or Op-Shop suitable items.

Council operates a licensed landfill in Uralla, an unlicensed landfill in Bundarra and a waste transfer station in Kingstown.

Council undertakes all kerbside collection services for the Shire and has the contract for Walcha Council domestic kerbside collection services. All recyclable material collected at kerbside and from commercial services in Walcha and Uralla is processed in Uralla.

The Uralla Shire Landfill and Community Recycling Centre operates a small Op-Shop,

owned and run internally by Council. Computer Bank New England (CBNE) are a not-for-profit organisation that recover materials from all forms of e-waste. CBNE integrate their activities into the National Computer & Television Recycling Scheme and assist Waste Services by loading PCs and TVs into stillages ready for collection.

Estimates of the quantities of waste received at Uralla, Bundarra and Kingstown waste facilities are provided in Table 2:

Table 2: Solid waste collected at USC facilities, 2019/2020

Waste category	Volume of waste (tonnes)		
	Uralla Landfill and Recycling Facility	Bundarra Transfer Station	Kingstown Transfer Station
General Waste	1439.5	41.64	24.06
Mixed Recycling	733.15	11.99	16.05
Cardboard Recycling	134.58	11.39	5.63
Steel Recycling	1189.94	209.29	23.63
Green waste	1155.66	82.56	-
Commercial and Industrial	117.62	-	-
Construction & Demolition	793.61	-	-

- Source: USC WARRP Annual Report 2019/2020



Figure 2: Waste management facilities at USC

Case Study: Regulation of Underground Petroleum Storage Systems (UPSS)

Underground petroleum storage systems (UPSS) refers to the entire system of underground tanks, pipes, valves and other equipment designed to store and handle petroleum products

The UPSS Regulation 2019

Under the Protection of the Environment Operations (Underground Petroleum Storage System) Regulation 2019, the regulation of UPSS sites was transferred from the NSW Environment Protection Authority (EPA) to Local Councils on 1st September 2019. Local councils are enforcing compliance with the Regulation for sites within their local areas.

The Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019 aims to ensure all UPSS are constructed, operated and maintained to prevent fuel leaks. It also requires close monitoring for fuel leaks so that they are detected and fixed early, minimising contamination.



Image courtesy of EPA NSW

Compliance inspections

As part of the commitment to the Regulation, the Council will be inspecting all UPSS sites annually to ensure compliance in order to protect the health of the environment and the public. Council will generally contact the person responsible for the UPSS prior to a compliance inspection, however inspections may occur without prior notice where there is a concern over the operation of the system, or in response to complaints.

Leak Notification Requirements

The person responsible for the UPSS must immediately notify the council of a leak or spill, whether through loss monitoring of tanks and piping, inventory control, discrepancy or loss investigation, or some other method. Notification must be done within 7 days when:

- A leak from a UPSS, verified in accordance with loss detection or incident management procedures that is causing or threatens material harm to human health or the environment.
- There is evidence at the site of free-phase hydrocarbons in surface water and/or groundwater.
- There is evidence that offsite migration of hydrocarbons could occur, is occurring, or has occurred.

Decommissioning of UPSS

Where a UPSS has not been used to store fuel for two or more years or where it is not intended to be used to store fuel again, it is deemed to be abandoned and must be decommissioned using industry best practice.

Removal of the tank is the preferred option for dealing with disused or unwanted UPSS, however depending on the site, it may be impractical or undesirable to remove some UPSS, such as those located in the basement of a building or where removal will have an impact on other structures. In these situations, the disused UPSS should be emptied and decommissioned in situ (left underground) by filling the tank with a concrete slurry, sand or foam.

4. Biodiversity and Vegetation Management

CSP Goal: To preserve, protect and renew our beautiful natural environment

Strategies:

- Protect and maintain a healthy catchment and waterways
- Raise community awareness of environmental and biodiversity issues

4.1. Overview

Uralla Shire crosses a geographic transition from the New England Tablelands landscape in the east to the edge of the Western Slopes and Plains. This complex and beautiful landscape (known as the New England Tableland Bioregion) covers physical, social and administrative boundaries that characterise specific environmental assets and issues. The region is botanically significant due to its high plant species diversity and high level of endemism. As an example, a third of the region's eucalypts are endemic to the bioregion, 68 species of plant are listed under the schedules of the Threatened Species Act, 30 are listed as endangered, and 39 are listed as vulnerable.

A considerable proportion of the New England Tableland Bioregion (57.95%) has been cleared of its native canopy vegetation, making it the fourth highest cleared region in NSW. Clearing has been spread across most of the different types of vegetation found within it. These landscapes are underrepresented in the National Parks and Nature Reserves system meaning that any remaining healthy native vegetation communities on either public or private land are of particular importance.

Portions of the Shire remain well timbered: a well-timbered woodland country still remains on Crown lands and some freehold country in the western area of the Shire. In keeping with geographical variations, different parts of the Shire are dominated by different communities. The central Shire is dominated by White Box (sometimes also Grey Box), with Mugga Ironbark on stony rises, and Yellow Box and Blakely's Red Gum on lower slopes. The timbered country north along the New England

Highway is dominated by Yellow Box, Blakely's Red Gum, Rough-barked Apple and Apple Box; with New England Stringybark, New England Peppermint, Ribbon Gum, and Mountain White Gum in the hills.

Council is obligated to protect and conserve biodiversity on public lands under its management. Such lands include wetland, riparian, and native bushland ecosystems, along with parks and roadside reserves.

Threats to biodiversity in USC:

- Vegetation and habitat loss (natural and deliberate): terrestrial and aquatic
- Weed and pest infestation
- Feral animals- predation, competition and disease transmission
- Climate change
- Drought and bushfires



Water stressed tree at Alma Park, 2019



Dangar's lagoon after a fire in 2019

4.2. Weed invasion and control

Invasion by weeds is one of Australia's most serious and expensive land degradation problems. A weed is generally characterised as a plant growing where it is not wanted or where it was not originally present that will cause an impact on agriculture, human health or the environment. A weed is declared noxious because its control will provide a benefit to the community over and above the cost of implementing control programs.

The Biosecurity Act 2015 streamlines and modernises the way weeds are managed in NSW as it:

- ➔ Embeds the principle of shared responsibility for biosecurity risks (including weeds) across government, community and industry.
- ➔ Applies equally to all land in the state regardless of whether it is publicly or privately owned.
- ➔ Is premised on the concept of risk so that weed management investment and response is appropriate to the risk.
- ➔ Supports regional planning and management for weeds as recommended by the Review of Weeds Management in NSW.

The Biosecurity Act 2015 requires that any person dealing with plant matter must take measures to prevent, minimise or eliminate the biosecurity risk (as far as is reasonably practicable).



Uralla Shire Council is a member of the New England Weeds Authority (NEWA), a single purpose County Council which is a Local Control Authority for

priority and invasive weeds under the NSW Biosecurity Act, 2015.

NEWA's major role is to assist in reducing the impacts from weeds declared noxious in the New England & Northern Tablelands region. Weeds treated by NEWA are Serrated Tussock, Chilean Needle Grass, St John's Wort, Paterson's Curse, Vipers Bugloss, Blackberry/Sweet Briar, Giant

Parramatta Grass, African Lovegrass, Cape/English Broom, Grass, Lantana and Privet.

Strategies adopted by NEWA include:

- ➔ Identification and management of high-risk weed species and the pathways they utilize within the region;
- ➔ Formulation of weed detection systems to improve the capacity to find new weeds early;
- ➔ Ensuring they have the resources and procedures in place to undertake strategic weed control measures and rapid response against new weed incursions;
- ➔ Continual analysis of weed management programs to ensure they are directing resources to where benefits will be the greatest; and
- ➔ Increasing the community commitment and involvement in proactive weed management and control approaches.

NEWA conducts an extensive spraying program across the region's roads, as well as on private and public lands. NEWA provides advice on weed control and weed identification, undertakes private works on request, and answers general inquiries from the public. NEWA also offers their expertise to Council staff and often advises on projects.

During 2017-2021, the following weeds were controlled/removed in USC LGA:

- Privet weed removal and treatment at Rocky Creek, Uralla
- Total grass control in rural roads, urban areas and Uralla/Bundarra Cemeteries.
- Chilean Needle Grass in Invergowrie.
- St John's Wort, Saffron Thistle Paterson's Curse, Vipers Bugloss, Blackberry and Sweet Briar on rural roads.
- St John's Wort in Uralla Township.
- St John's Wort, Blackberry and Sweet Briar on rural roads and waste stations.
- Blackberry, Sweet Briar, Eucalypt and Wattle Suckers on rural roads and water supply dams.
- Blackberry, Sweet Briar, Eucalypt and Wattle Suckers in urban areas.
- Tiger Pear in Bundarra Township.



Privet weeds at Rocky Creek, Alma Park



NEWA staff removing privet weeds along Stoney Creek at Uralla Caravan Park

4.3. Bush regeneration

Bush regeneration is the process of restoring natural ecosystems to a state where they can support their regenerative processes. Council staff identifies and aims to control the influence of threatening processes such as invasive species (plant and animal) and erosion, as well as supplement natural recruitment processes with planting or seeding.

The aim is to support an ecosystem to maintain itself as close to its expected condition as possible. That is, with as many of the natural plant and animal species expected for that community while preventing any further loss in the health of that community

Some of the activities that affect bush regeneration are disturbance history at some sites, the current use of a site, the changing nature of our climate, and the inevitable continued arrival of weeds and pest species.

What is desirable is to recognise the remaining ability (resilience) of an ecosystem to maintain itself in as close to a healthy condition as possible. Significant contributions of time and energy are made to bush regeneration by the community. Both state and federal governments provide funds for various bush regeneration and biodiversity conservation programs. Bush regeneration is applied to different types of sites

in the Shire, from remnant terrestrial bush to wetlands. These sites can generally be considered to have 'high conservation value'. Examples are Bundarra Nature Park, Mt Mutton Reserve, Wooldridge Recreation Reserve, Racecourse Lagoon, and a series of High Conservation Value roadside vegetation sites.

Uralla Shire Council manages its Bush Regeneration Strategy under key statutory instruments including:

- ➔ *The Environment Protection and Biodiversity Conservation Act 1999 (Cth);*
- ➔ *Local Government Act 1993 (NSW);*
- ➔ *Biodiversity Conservation Act 2016 (NSW);*
- ➔ *Biosecurity Act 201 (Cth)5; and*
- ➔ *Crown Land Management Act 2016 (NSW).*

Uralla Shire Council recognises shared responsibility for the management and actions affecting weeds that are agriculturally damaging and invasive with the regenerative capacity to move rapidly across boundaries. Council's bush regeneration management objectives acknowledge a general biosecurity duty to prevent, eliminate or minimise any biosecurity risk, and that any person who knows (or ought to know) of any biosecurity risk has a duty as far as is reasonably practicable to ensure the risk is prevented, eliminated or minimised.



Case Study: Wooldridge Recreation and Fossicking Reserve

The Wooldridge Recreation and Fossicking Reserve is located near the Uralla township and forms part of the historical gold mining precinct adjacent to the town. The Reserve (Crown Reserve No. R91185) was gazetted for Public Recreation on 7 July 1978.

The scenic and environmental quality of the reserve, with the mix of a small river with permanent water flows and bushland, provides a peaceful and varied setting for fossicking, picnicking, fishing, swimming, walking, environmental and heritage education (e.g. school excursions), bird watching, photography and camping.

The Reserve has a diverse native groundcover (grasses and wildflowers) everywhere except on the riverbanks. The dominant tree species varies depending on where you are in the Reserve: the upper parts of the reserve are Box-Gum Woodland (an Endangered Ecological Community) while different parts of the reserve may represent other Endangered Ecological Communities. The dominant tree in the lower parts is Mountain Gum with some other trees including New England Peppermint, with Sweet Bursaria and Tea Tree as common shrubs.

The successful management of the reserve is a high priority for the Council. Key strategies include continuing weed control, supplementary planting, replacing woody debris, additional fencing and signage to manage behaviour, as well as more education and community events.

Z-NET Uralla Elephant in the Woodland Biodiversity Assessment



Between 2018 and 2020, Z-NET undertook an assessment to benchmark two local sites where firewood collection is being undertaken by campers (Fossicking Reserve) and opportunistically by locals (Rock Abbey Road).

Both sites have very low levels of bare ground, but live plant cover is approximately half of the benchmark value. The gaps between live plants are covered by leaf litter which protects the soil from erosion and drying out. Leaf litter is prone to blowing or washing away, leaving bare soil. At Wooldridge Fossicking Area it appears that past disturbance has resulted in the lower plant cover.

At Rock Abbey Rd the low cover of live plants is most likely due to dense canopy cover resulting in intense competition with the trees for light and water. Past disturbance from road maintenance (drain cutting) has also affected live plant cover. Given the narrowness of the road reserve thinning of the trees is not a viable management option. The leaf litter at the Rock Abbey site is deeper and less likely to blow away than at the Wooldridge site.

At both sites, live plant cover significantly increased while leaf litter decreased between years. This shows the value of leaf litter in protecting the soil when live plant growth is reduced due to drought. Bare ground was never significant in either year due to the presence of leaf litter. Leaf litter was largely made up of twigs, dead tree leaves and dead grass stalks, showing the value of having some trees in the paddock during droughts.

Future management should aim to prevent grazing and keep vehicle traffic off woodland areas. Firewood should not be harvested from these sites as Coarse Woody Debris (CWD) levels are well below benchmark conditions.



Biodiversity assessment at Wooldridge Fossicking Area on Rocky River, 2020

5. Sustainable Roads and Shared Paths

CSP Goal: A safe and efficient network of arterial roads and supporting infrastructure; and town streets, footpaths and cycle ways that are adequate, interconnected and maintained.

Strategies:

- Provide an effective road network that balances asset conditions with available resources and asset utilisation.
- Provide a network of town and village streets that balances asset conditions with available resources and asset utilisation.
- Facilitate the enhancement and expansion of accessible walking and cycling networks where strategically identified and interconnected with other transport and recreation facilities.

5.1. Overview

Uralla Shire Council is responsible for the maintenance of 452Km of sealed roads and streets, 477km of unsealed roads, 42 road bridges, 36 culverts, 9 flood ways and 4 pedestrian bridges.

Council is continually reforming, grading and resealing many of its local roads to improve drainage, road safety and traffic movement. All local roads are maintained by Council using funds made available by the Commonwealth and NSW State Governments as well as locally raised revenue.

5.2. Upgrade of roads from unsealed to sealed

Since 2017, the council has upgraded more than 15 km of unsealed roads to sealed (Table 3).



Table 3: Roads sealed by USC at LGA between 2017 and 2021

Road Project	Year	Key milestones	Status
Retreat Road (2 km)	2021	Road widened and Sealed to 7m wide	Completed
Hawthorne Dr (5.15 Km from Rocky River Road)	2020	Road widening and Sealing to 7m wide	Ongoing
Bingara Road (6.6 Km)	2020	Road widened and Sealed to 7m wide	Completed
Mt Mitchell Road (1.7 Km)	2019	Road widened and Sealed to 6m wide	Completed
Tulong Road (1.15 Km from Pinegrove Road intersection)	2017	Construction and seal for 1.15km	Completed
Section of Saumarez War Services Road (0.2 Km to 0.55 Km)	2017	Sealed for 350m	Completed
Jacksons Road (650m from Arding Road intersection)	2017	Construction and seal 640 metres	Completed

5.3. Construction of footpaths/cycle ways

Council completed construction of more than 1.5 km of footpaths/cycle ways in various streets across the Shire area (Table 5).

Table 4: Footpaths constructed by USC at LGA between 2017 and 2021

Name	Year	Width (m)	Length(m)
Bendemeer St - Tomline St (Shop) to Court St (around pub)	2019/2020	3.7	50
Hill St - Queen St to Uralla St (Alma Park main entrance)	2019/2020	3	20
Bendemeer St - Oliver St (museum boundary) to Court St	2018/19	3.7	32
Bendemeer St - Oliver St (museum boundary) to Court St LT	2018/19	3.8	105
Bendemeer St - Souter St (shop boundary) to Oliver St (L shape around Shop)	2018/19	4.1	51
Invergowrie Rd - Mount Mitchell Rd to Bilga Rd (Invergowrie Store)	2018/19	1.2	600
Court St - Bendemeer to Public Toilets at caravan park	2018	1.5	116.5
Alma Park - Roadway to toilet block (liberty swing pathway)	2018	1.5	25
King St - Bridge St to Queen St	2017/18	2.4	200
Maitland St - Hill St to King St RT	2017/18	2	210
Maitland St - Salisbury St to Hill St RT (WO 1276)	2017	1.2	115
Hill St - Bridge St to Maitland St (minor repairs in front of the post office)	2017	3.5	40

The construction of the above paths has provided improved access for cyclists and pedestrians. Council is continuing to pursue funding to extend the active commuting network which will link key community locations.



6. Water and Sewerage

CSP Goal: To secure sustainable and environmentally sound water-cycle infrastructure and services

Strategies:

- Maintain and renew water network infrastructure to ensure the provision of secure, quality and reliable drinking water supplies.
- Maintain and renew the sewerage network infrastructure to ensure the provision of efficient and environmentally sound sewerage services.
- Ensure adequate stormwater and drainage infrastructure is provided, maintained and renewed.

6.1. Water supply status and trends

The security of a consistent, reliable and high-quality water supply is paramount to every community's development and wellbeing.

The communities of Uralla and Bundarra both have a reticulated water supply. Dwellings outside the two main urban areas do not have access to a reticulated water supply. Uralla's reticulated water is supplied by a 500ML storage dam located on Kentucky Creek about 5km southwest of Uralla. Water is treated by conventional sedimentation and sand filtration treatment plant with a capacity of 5 ML per day and distributed by a system comprising three service reservoirs with a total capacity of 5 ML, one pumping station, 11km of transfer and trunk mains and 27km of reticulation mains.

Bundarra residents source water from a pump well adjacent to a 120ML capacity depression in the Gwydir River known as Taylors Pond and it is pumped approximately 600m to the treatment works. The water treatment plant has a capacity of 0.8 ML per day (plus a 20% hydraulic loading) and uses conventional sedimentation and sand filtration similar to the Uralla plant. Following treatment, potable water is pumped to two service reservoirs located on the northern and western extremities of the village. The system is not robust and is vulnerable to periods of low flow in the Gwydir River. Additionally, upstream irrigators can place stress on the town water supply.

Council has an obligation to ensure that water supplies are suitable for their intended uses. The *Australian Drinking Water Guidelines 2011* are the key standards against which NSW Health and local Councils assess drinking water quality.

The key challenges affecting water supply are:

- Water quality;
- Water demand, and
- Prolonged droughts causing risk of water availability.

Water as a community resource needs to be managed on a number of levels to ensure the quality and quantity of supply. These management considerations extend to the supply of water for consumption by humans and to maintaining the health of the water supply catchment.

Average water treated and supplied to Uralla and Bundarra reached a four-year low in 2019/20 (Table 5). The decline was due to the drought conditions of 2018 and 2019 that resulted to the lowest rainfall recorded in the Shire since 1884

Table 5: Annual treated water supplied to reticulation in USC (Volumes in kL)

Year	Uralla	Bundarra
2017/18	294,807	44,355
2018/19	298,240	55,663
2019/20	230,148	38,130
2020/21	235,958	39,990

6.2. Water conservation measures during droughts

Drought management planning is an essential component of the *NSW Government's Best Practice Management of Water Supply and Sewerage Guidelines - 2007*. Council has a Drought Management Plan aimed at minimising the risk of the community running out of water, and ensuring that there is always sufficient water available to satisfy the basic community needs in Bundarra and Uralla.

During drought seasons, Council responds by implementing water restrictions that are informed by remaining storage, weather and climate forecasts as well as the impact the restrictions may have in relation to maintaining

compliance with the *Australian Drinking Water Guideline 2011 and Public Health Act (NSW) 2010*. The drought response strategies by Council range from Level 1 (Low) to Level 5 (Emergency), with each level having a set of suggested actions to be undertaken during that phase of the drought, including an associated set of water conservation measures/restrictions (Table 7 and 8).

In considering the easing of water restrictions, Council takes into consideration water supply demand, projected demand, level and security of bulk water sources, catchment parameters, seasonal conditions, and seasonal outlook.

Table 6: Water conservation measures at Uralla during drought

Drought Response Level	Primary Trigger ¹	Usage Target ²	Additional Actions
1 Low	Kentucky Creek Dam level falls to 74%	760 kL/day ≤300L/person/day (95% average)	Permanent water conservation measures that can apply include minimising watering during the heat of the day, using a trigger nozzle on hand held hoses and washing down hard/paved surfaces with a high-pressure hose only.
2 Moderate	Kentucky Creek Dam level falls to 62%	720 kL/day ≤275L/person/day (90% average)	Implement Parks and Gardens Water Management Plan and target 30% reduction in water usage.
3 High	Kentucky Creek Dam level falls to 54%	680 kL/day ≤250L/person/day (85% average)	Target 50% reduction in parks and gardens water usage.
4 Very High	Kentucky Creek Dam level falls to 42%	600 kL/day ≤200L/person/day (75% average)	Target 25% overall usage reduction. Investigate availability of tankers to transport potable water from Armidale.
5 Emergency	Kentucky Creek Dam level falls to 35%	400 kL/day ≤150L/person/day (50% average)	Target 50% non-residential usage reduction. Implement transport of potable water from Armidale to supplement supply.
	Trigger 1: Day Zero ≤ 100 Days	363 kL/day ≤130L/person/day (43% average)	Target 57% non-residential usage reduction. Target usage ≤130L per person per day.
	Trigger 2: Day Zero ≤ 40 Days	242 kL/day ≤100L/person/day (30% average)	Target 70% overall usage reduction to maintain water supply for emergency firefighting. Target usage ≤100L per person per day.

¹ Secondary triggers may include failure to achieve consumption targets or major water quality incidents.

² Usage targets are average annual consumptions and should be adjusted for seasonal variations. Target values are approximate.

Table 7: Water conservation measures at Bundarra during drought

Drought Response Level	Primary Trigger	Usage Target	Additional Actions
1 Low	Taylors Pond level falls to 74%	117 kL/day ≤300L/person/day (95% average)	Irrigation by adjoining rural landholders ceases.
2 Moderate	Taylors Pond level falls to 62%	110 kL/day ≤275L/person/day (90% average)	Target 20% reduction in parks and gardens water usage.
3 High	Taylors Pond level falls to 54%	104 kL/day ≤250L/person/day (85% average)	Target 50% reduction in parks and gardens water usage. Prepare to draw on Warrabinda Pond.
4 Very High	Taylors Pond level falls to 42%	92 kL/day ≤200L/person/day (75% average)	Draw on Warrabinda Pond (if supply available). Investigate availability of tankers to transport potable water from Gilgai.
5 Emergency	Taylors Pond level falls to 32%	61 kL/day ≤150L/person/day (50% average)	Target ≥50% overall usage reduction. Implement transport of potable water from Gilgai to supplement supply.
	Trigger 1: Day Zero ≤ 100 Days	53 kL/day ≤130L/person/day (43% average)	Target ≥57% overall usage reduction. Target usage ≤130L per person per day.
	Trigger 2: Day Zero ≤ 40 Days	40 kL/day ≤100L/person/day (32% average)	Target ≥68% overall usage reduction to maintain water supply for emergency firefighting. Target usage ≤100L per person per day.

6.3. Sewerage

Uralla Shire Council provides a sewerage collection and treatment system for the Uralla township. The sewage generated is collected in the sewer network and transported to the Uralla sewerage treatment plant (STP) on Rifle Range Road. At the STP, wastewater is treated to acceptable discharge standards and released back into the catchment.

Currently, the Bundarra community uses on-site sewer systems (mainly septic tanks). The effluent from these systems is directed into absorption trenches or on-site irrigation, which

introduces environmental and health issues to the community and the Gwydir River catchment. In response to this challenge, Council is constructing a wastewater collection and treatment plant for the Bundarra community.

Table 8: Annual inflows of sewage to Uralla Sewage Treatment Plant

Year	Volume of raw sewage (kL)
2017/18	192,490
2018/19	180,665
2019/20	170,389
2020/21	172,898

Case study: Bundarra Sewage Treatment Plant (STP)

Uralla Shire Council has entered into a contract with Ledonne Constructions to construct a new reticulated wastewater and treatment system within the village of Bundarra. The project is anticipated to have a significant beneficial impact on sanitation and public health in more than 171 developed properties within the village.

The project work involves the construction of a sewer reticulation network and rising main within the township, a sewage pumping station to provide sufficient pressure for pumping to the treatment area located outside the urban area to the west of the township, a transfer rising main linking the station and the treatment site, and a sewage treatment plant including ponds, irrigation area, and other associated infrastructure.

The works are jointly funded by Uralla Shire Council and the Restart NSW Water Security for Regions Program, and it is expected that this reticulated wastewater and treatment system will have a significant beneficial impact on sanitation and public health to the community of Bundarra.

The construction contract was awarded in December 2020, with a 12-month construction timeframe.



Figure 3: Ongoing construction works and equipment at the Bundarra Sewage Treatment Plant

7. References

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15.4 1ST QUARTER BUDGET REVIEW STATEMENT 2021-22
(SEPTEMBER 2021)

Department:	Finance
Prepared by:	Management Accountant
TRIM Reference:	UINT/21/13878
Attachment:	UINT/21/13962 Quarterly Budget Review Statement for the Quarter ended 30 September 2021

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4.2	An effective and efficient organisation
Strategy:	4.2.2	Operate in a financially responsible and sustainable manner
Activity:	4.2.2.1	Maintain and control financial system and improve long term financial sustainability
Action:	4.2.2.1.8	Complete and report quarterly budget review statements

SUMMARY:

1. The purpose of this report is to present to Council a review of the budget for the first quarter of the 2021/22 financial year. Attached to this report are the quarterly budget review statements for the first quarter ending 30th September 2021.

RECOMMENDATION:

- I. That the first quarter budget review summary for the 2021/22 financial year be received and noted: and
- II. That the adjustment to budget allocations, including transfers to and from reserves, be adopted.

BACKGROUND:

2. It is a statutory requirement that Council's Responsible Accounting Officer prepares and submits a budget review statement to Council on a Quarterly basis each financial year (LGGR 2021 cl.203 (1)). Also, in compliance with the Local Government (General) Regulation, Council's Responsible Accounting Officer must include with the budget review report an opinion on the financial position of Council and any recommendations for remedial action if required. As such the first quarterly review for the 2021/22 financial year has been prepared and attached for Council's review.

REPORT:

3. The attached budget report statements show a first quarter result before capital grants for 2021/22 approximately in line with the original budget adopted by Council in June 2021. The major variations relate to the signing of numerous capital grant deeds. There is a first quarter operating expenditure adjustment related to higher fuel prices which has not been extrapolated over the full year due to the volatility of the oil price in the current market.
4. There are no proposed changes to budget estimates that would have a major impact on the budget results.

5. We have not adjusted for the prepayment of FAGS because it is expected, based on prior year experience, that the FAGS payment will be prepaid again this year.

Issues

6. The first quarter review statement usually shows very little in the way of major variations because it is so early in the finance cycle.
7. Variations include:
 - a) An additional \$2million approx. to the original annual budget for Grants and Contributions Income provided for Capital Purposes, relating to successful Grant applications. This income will be expended on designated Infrastructure & development projects as previously reported to Council.
 - b) An additional \$36,000 to the original annual budget for fuel expenses due to world wide price rises.
 - c) An additional \$3,000 for increases in some annual insurance costs.
 - d) Due to a variation in Unrestricted Cash, as disclosed in the Financial Statements for the year ended 30/06/2021, actual unrestricted cash is less than anticipated. As a consequence, we have had to adjust internally restricted leave entitlements by approx. \$165,000 to make up for this anticipated shortfall, thereby reducing unrestricted cash to Nil at 30 June 2022.
8. There are no revotes to be adopted from the 2020-21 financial year.

CONCLUSION:

9. The budget result for the year ended 30 June 2022 is still likely to meet original expectations.

COUNCIL IMPLICATIONS

1. Community Engagement/Communication

Not required.

2. Policy and Regulation

- Local Government Act 1993;
- Local Government Regulations (General) 2021;
- Local Government Code of Accounting Practice and financial Reporting; and
- Australian Accounting Standards.

3. Financial/Long Term Financial Plan

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

4. Asset management/Asset Management Strategy

Not Applicable

5. Workforce/Workforce Management Strategy

Not Applicable

6. Legal and Risk Management

Not Applicable

7. Performance Measures

Not Applicable

8. Project Management

Management Accountant

**Uralla Shire Council
Quarterly Budget Review Statement
For the Quarter ended 30 September, 2021**

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Uralla Shire Council
Quarterly Budget Review Statement
For the Quarter ended 30 September, 2021

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2021:

It is my opinion that the Quarterly Budget Review Statement for Uralla Shire Council for the quarter ended 30 September, 2021 indicates that Council's projected financial position at 30 June, 2022 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____

Simon Paul
Responsible Accounting Officer

Uralla Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Income & Expenses Budget Review Statement
Consolidated by Fund
Budget review for the quarter ended 30 September, 2021

(\$000's)	Original Budget 2021/2022	Variations Other than by a QBRs	Revised Budget N/A	Variations from this QBRs	Notes	Projected Year End Result	Actual YTD Sep-21	
Income								
General Fund	17,799		17,799	2,028		19,827	9,196	46%
McMaugh Gardens	3,340		3,340	-		3,340	746	22%
Water Supplies	2,536		2,536	-		2,536	560	22%
Sewer Services	2,975		2,975	-		2,975	2,169	73%
Total Income from Continuing Operations	26,650	-	26,650	2,028		28,678	12,671	44%
Expenses								
General Fund	16,987	-	16,987	39		17,026	3,318	19%
McMaugh Gardens	3,147	-	3,147	-		3,147	772	25%
Water Supplies	1,664	-	1,664	-		1,664	266	16%
Sewer Services	742	-	742	-		742	132	18%
Total Expenses from Continuing Operations	22,540	-	22,540	39		22,579	4,489	20%
Net Operating Result from Continuing Operations	4,110	-	4,110	1,989		6,099	8,182	
Capital grants and contributions	5,938	-	5,938	2,028		7,966	2,389	
Net Operating Result before Capital Grants	(1,828)	-	(1,828)	(39)		(1,867)	5,793	

Uralla Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Income & Expenses Budget Review Statement
Consolidated by Activity
Budget review for the quarter ended 30 September, 2021

(\$000's)	Original Budget 2021/2022	Variations Other than by a QBRs	Revised Budget N/A	Variations from this QBRs	Notes	Projected Year End Result	Actual YTD Sep-21	
Income								
Organisational Services	5,920	-	5,920	-		5,920	4,445	75%
Community & Culture	6,914	-	6,914	-		6,914	2,065	30%
Infrastructure & Development	8,305	-	8,305	2,028		10,333	3,432	33%
Water Supplies	2,536	-	2,536	-		2,536	560	22%
Sewer Services	2,975	-	2,975	-		2,975	2,169	73%
Total Income from Continuing Operations	26,650	-	26,650	2,028		28,678	12,671	44%
Expenses								
Organisational Services	1,641	-	1,641	3		1,644	395	24%
Community & Culture	7,090	-	7,090	-		7,090	1,833	26%
Infrastructure & Development	11,403	-	11,403	36		11,439	1,863	16%
Water Supplies	1,664	-	1,664	-		1,664	266	16%
Sewer Services	742	-	742	-		742	132	18%
Total Expenses from Continuing Operations	22,540	-	22,540	39		22,579	4,489	20%
Net Operating Result from Continuing Operations	4,110	-	4,110	1,989		6,099	8,182	
Capital grants and contributions	5,938		5,938	2,028		7,966	2,389	
Net Operating Result before Capital Grants	(1,828)	-	(1,828)	(39)		(1,867)	5,793	

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Income & Expenses Budget Review Statement
Recommended changes to revised budget
Budget review for the quarter ended 30 September, 2021

Budget Variations include the following material items:

Notes	Amount	Details
	\$(1,988,660)	
1	(300,000)	Public Spaces Legacy Program - Parks & Gardens (part of \$2 million)
2	(200,160)	Fixing Local Roads Rd 2 - Additional - Rural Sealed Roads
3	(1,010,625)	Fixing Local Roads Rd 3
4	(336,875)	LRCI Round 3
5	(180,000)	Safer Roads Program for School Zone Infrastructure
6	36,000	Additional fuel costs for the quarter due to higher prices
7	3,000	Increase in Public liability for Councillors and Officers
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Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Capital Budget Review Statement

Budget review for the quarter ended 30 September, 2021

Capital Budget - Consolidated by Fund

(\$000's)	Original Budget 2021/2022	Variations from this QBRS	Notes	Projected Year End Result	Actual YTD figures
Capital Expenditure					
- General	6,933	2,028		8,961	1,346
- McMaugh Gardens	-	-		-	8
- Water	1,989	-		1,989	21
- Sewer	3,265	-		3,265	2,113
Total Capital Expenditure	12,187	2,028		14,215	3,488
Capital Funding					
Consolidated Fund Income	2,524	-		2,524	308
Unrestricted Cash Reserves				-	
Capital Grants & Contributions	5,937	2,028		7,965	2,389
Loan Funds	-	-		-	-
Receipts from Sale of Assets	-	-		-	
<i>Reserves:</i>					
- Developer Contributions				-	
- General Restricted Assets	1,732			1,732	-
- Water & Sewer Restricted Assets	1,994	-		1,994	791
- McMaugh Gardens Restricted Assets	-			-	
Total Capital Funding	12,187	2,028		14,215	3,488
Net Capital Funding	-	-		-	-

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Capital Budget Review Statement

Budget review for the quarter ended 30 September, 2021

Capital Budget - Consolidated by Activity

(\$000's)	Original Budget 2021/2022	<u>Variations</u> from this QBRS	Notes	Projected Year End Result	Actual YTD figures
Capital Expenditure					
Organisational Services	80	-		80	1
Community & Culture	90	-		90	88
Infrastructure & Development	6,763	2,028		8,791	1,264
Water Supplies	1,989	-		1,989	21
Sewer Services	3,265	-		3,265	2,113
Total Capital Expenditure	12,187	2,028		14,215	3,488
Capital Funding					
Consolidated Fund Income	2,524	-		2,524	308
Unrestricted Cash Reserves	-	-		-	-
Capital Grants & Contributions	5,937	2,028		7,965	2,389
Loan Funds	-	-		-	-
Receipts from Sale of Assets	-	-		-	-
Reserves:					
- Developer Contributions	-	-		-	-
- General Restricted Assets	1,732	-		1,732	-
- Water & Sewer Restricted Assets	1,994	-		1,994	791
- McMaugh Gardens Restricted Assets	-	-		-	-
Total Capital Funding	12,187	2,028		14,215	3,488
Net Capital Funding	-	-		-	-

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Capital Budget Review Statement
Recommended changes to revised budget
Budget review for the quarter ended 30 September, 2021

Budget Variations being recommended include the following material items:

Notes	Amount	Details
	\$ 2,027,660	
1	300,000	Public Spaces Legacy Program - Parks & Gardens
2	200,160	Fixing Local Roads Rd 2 - Additional - Rural Sealed Roads
3	1,010,625	Fixing Local Roads Rd 3
4	336,875	LRCI Round 3
5	180,000	Safer Roads Program for School Zone Infrastructure
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Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Cash & Investments Budget Review Statement
Budget review for the quarter ended 30 September, 2021
Consolidated

(\$000's)	Original Budget 2021/2022	Variations Other than by a QBRS	Revised Budget 2021/2022	Variations from this QBRS	Notes	Projected Year End Result	Actual YTD figures
Externally Restricted							
Developer Contributions - General	729	26	755	-		755	760
Developer Contributions - Water Fund	-	-	-	-		-	-
Developer Contributions - Sewer Fund	-	-	-	-		-	-
Specific Purpose Unexpended Grants	14	2,649	2,663	-		2,663	3,119
Water Supplies	1,911	7	1,918	-		1,918	2,642
Sewerage Services	578	896	1,474	-		1,474	1,720
McMaugh Gardens	2,414	654	3,068	-		3,068	2,818
Unexpended Loans	493	(2)	491	-		491	491
Stormwater management	280	5	285	-		285	318
Total Externally Restricted	6,419	4,235	10,654	-		10,654	11,868
Internally Restricted							
Plant & Vehicle Replacement	732	74	806	-		806	1,136
Employees Leave Entitlement	301	478	779	(165)		614	779
Tip Remediation	266	107	373	-		373	373
Strategic Development	320	(13)	307	-		307	307
FAGS Received in advance	1,201	135	1,336	-		1,336	1,336
Carry Forward Works	-	153	153	-		153	153
Reseals	-	254	254	-		254	254
Total Internally Restricted	2,820	1,188	4,008	(165)		3,843	4,338
Unrestricted (ie. available after the above Restrictions)	1,417	(1,582)	(165)	165		-	1,118
Total Cash & Investments	10,656	3,841	14,497	-		14,497	17,323

Note: Variations other than by QBRS represent alignment of opening balances to final 2021 financial statement balances.

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Key Performance Indicators Statement

Budget review for the quarter ended 30 September, 2021

LTFP KPI's

	Target	30/06/2022	30/06/2021	30/06/2020	30/06/2019
Operating ratio	>0	-9.01%	-8.92%	-2.40%	-0.09%
Debt service ratio	> 2.0x	10.16	11.26	10.92	11.43
Own source operating revenue ratio	> 60%	60%	55.42%	63.98%	70.03%
Rates & charges outstanding %	<6.5%	6.55%	9.00%	11.76%	7.37%
Asset renewals ratio	>100%	117%	79.31%	122%	95%

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Contracts Budget Review Statement

Budget review for the quarter ended 30 September, 2021

Part A - Contracts Listing

Contractor	Contract detail & purpose	Contract Value \$\$	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
Harwood Environmental Consultants	Uralla Groundwater Project - Investigation & Assessment for Development	\$130,635 GST EXC	Started approx August 2021	August 21 - June 22	Y	

Notes:

1. Only contracts that were entered into during the quarter and remain incomplete are included.
2. Minimum reporting level is \$50,000. or 1% of council's estimated income from continuin operations, (whichever is the lesser).
3. Contracts listed exclude contractors on Council's Preferred Supplier list.
4. Contracts for employment are not required to be included.

Part B - Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Bugeted (Y/N)
Consultancies	\$ 26,542	Y
Legal Fees	\$ 4,271	Y

Note: 1. All consultancy amounts were included in the 2020/21 budget except for items adjusted in this QBRS.

Definition of a consultant:

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

Comments

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

Details

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2021 to 30 June, 2022

Cash & Investments Budget Review Statement
Budget review for the quarter ended 30 September, 2021

Comment on Cash & Investments Position

No material variations to Council's Cash and Investments have occurred in the first quarter.

Investments

Investments have been made in accordance with Council's Investment Policy.

Cash

The value of cash at bank which was included in the Cash & Investment Statement totals \$66,201.

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this reconciliation was 01 October, 2021.

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

Cash at Bank (as per bank statements)		65,503
Investments on Hand		17,256,495
less: Unpresented Cheques	(Timing Difference)	(959)
add: Undeposited Funds	(Timing Difference)	1,657
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	-
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	-
Reconciled Cash at Bank & Investments		17,322,696
Balance as per Review Statement:		17,322,696

15.5 OPERATIONAL PLAN 2020-21 QUARTERLY PROGRESS REPORT AS AT 30 SEPTEMBER 2021

Department: Corporate Services
Prepared by: *Manager Governance*
TRIM Reference: UINT/21/13761
Attachment: UINT/21/13765

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.1 A strong, accountable and representative Council
Strategy: 4.1.1 Provide clear direction for the community through the development of the Community Strategic Plan, Delivery Program and Operational Plan

SUMMARY:

1. This report provides to Council a summary of the actions delivered during the first quarter of the 2021-22 Operational Plan and to reflect the progress made toward achieving the four-year Principal Activities contained in Council's 2017-22 Delivery Program.

RECOMMENDATION:

That the 2021-22 Operational Plan Progress Report at 30 September 2021 be noted.

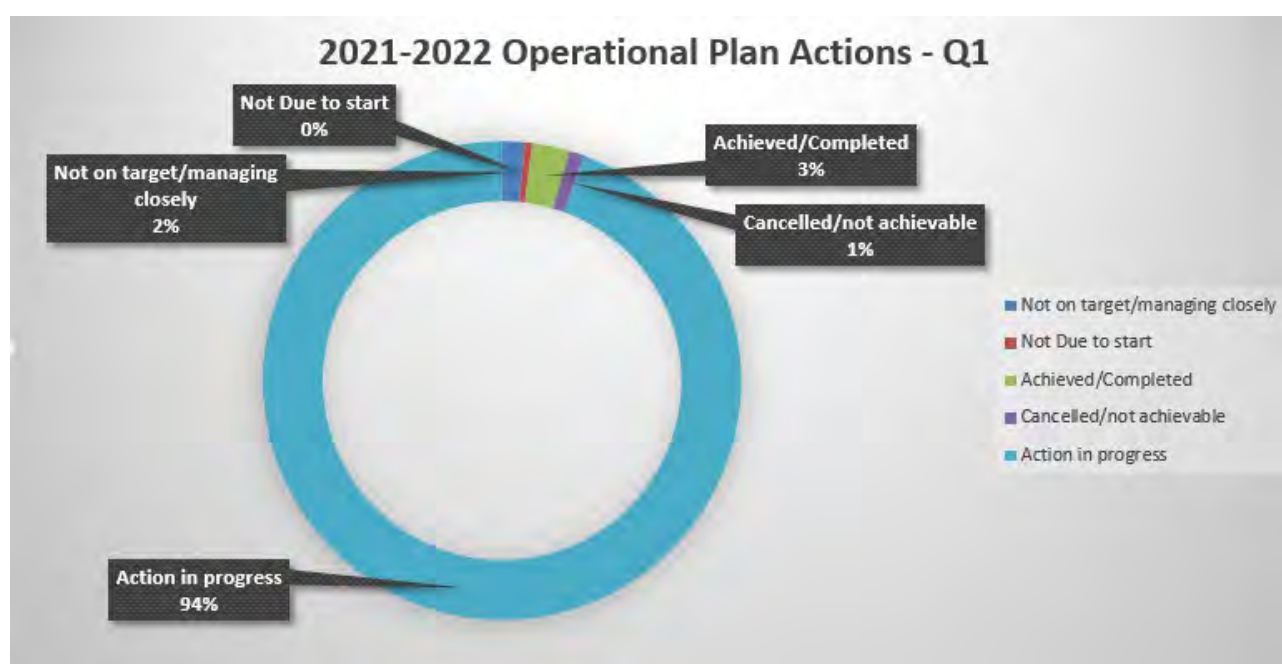
REPORT:

2. Section 404(5) of the *NSW Local Government Act 1993* requires that regular progress reports are provided to Council reporting its progress in respect to the principal activities detailed in its Delivery Program. Progress reports must be provided at least every 6 months.
3. The Delivery Program is Council's commitment to the delivery of services and implementation of Principal Activities over a four-year period to achieve the goals and strategies detailed in the Community Strategic Plan. It is the key accountability mechanism for Council in the delivery of the community's goals and aspirations.
4. The Operational Plan is a sub-set of the Delivery Program and provides details of the individual actions that will be undertaken during a financial year to achieve the Delivery Program's Principal Activities. Responsibility for the delivery of Operational Plan actions is allocated to responsible officers who provide progress information
5. The first quarter of the 2021-22 financial year comprises the period from 1 July 2021 to 30 September 2021. Council's Quarter Progress Report as at 30 September 2021 is contained within the Attachments.

6. A summary of the key Operational Plan actions delivered and progress achieved for the three month period to 30 September 2021 is set out in the table below:

Action Status Summary

Action Status at 30 June 2021	Our Society	Our Economy	Our Environment	Our Leadership	Total	%
In progress / achieved	47	30	25	90	192	97.5
Not on Target / Managing closely	0	1	0	2	3	1.5
Cancelled/not achievable	0	2	0	0	2	1
Total	47	33	25	92	197	100



7. Highlights include:

- Recognition of Council's risk framework by Statewide Mutual
- Meeting statutory deadlines.

8. Focus areas to address challenges include:

- COVID19 ongoing risk management.
- Work Health Safety and employee engagement to retain staff.
- Leave liability (backlog).

CONCLUSION:

9. Of Council's Operational Plan actions for the three month period ending 30 September 2021, 97.5 % are progressed or completed, 1.5% being closely managed and 1% being cancelled or not able to be achieved. Of the 197 total actions, 2 (1%) were cancelled.

COUNCIL IMPLICATIONS:

10. Community Engagement/ Communication (per engagement strategy)

Community engagement and consultation was undertaken in the preparation of the combined Delivery Program 2017-22 and Operational Plan 2020-22. Quarterly reporting in public Council Agenda. Annual Report.

11. Policy and Regulation

The *Local Government Act 1993*.

Integrated Planning and Reporting (IPR) Handbook for local government in NSW

12. Financial (LTFP)

The Budget and Long Term Financial Plan form part of the suite of IPR documents.

13. Asset Management (AMS)

Asset Management Plan form part of the IPR suite of documents.

14. Workforce (WMS)

The Workforce Plan is aligned with the Delivery Program and Operational Plan and forms part of the IPR suite of documents.

15. Legal and Risk Management

Reporting on a quarterly basis identifies whether strategies are working. This is an opportunity to assess any risks in relation to projects or activities. The risk is assessed as low.

16. Performance Measures

This report outlines the achievement of key actions from within the combined Delivery Program 2017-22 and Operational Plan 2020-22.

17. Project Management

Operational Plan quarterly progress reports are compiled by the Manager Governance.



Delivery Program 2017-2022

Operational Plan 2021/2022

Q1 Progress Report

About this report

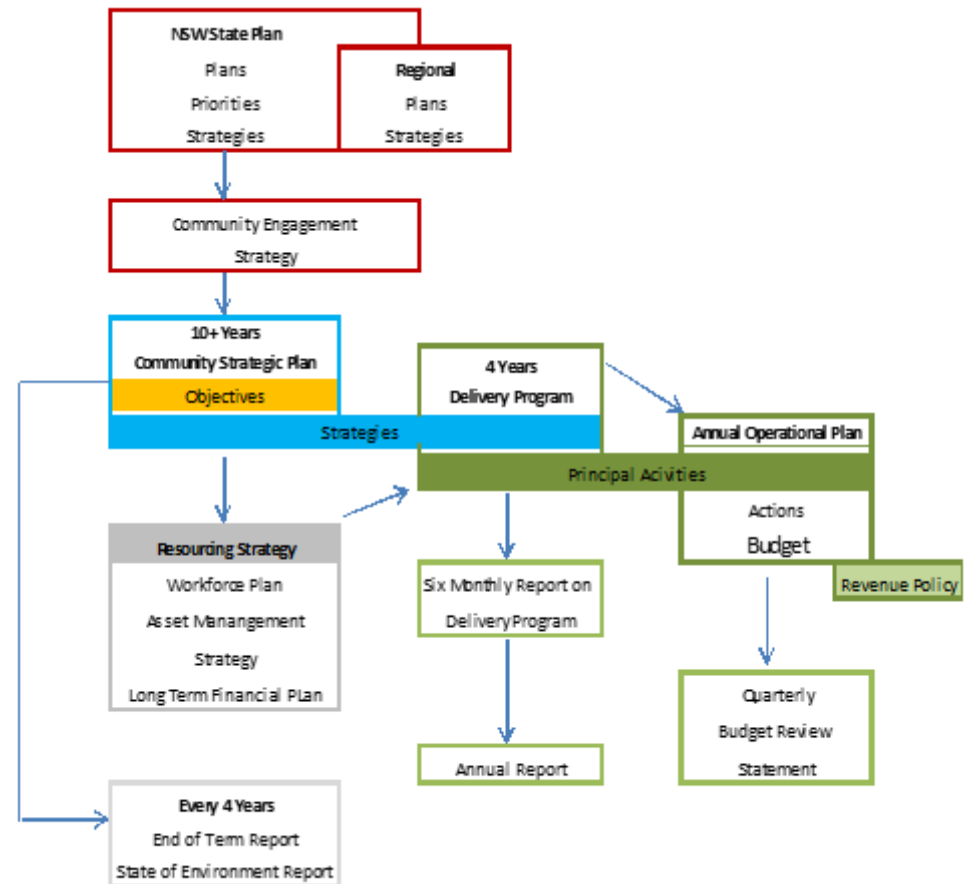
In 2009, the NSW Government introduced a new framework guiding local government in a new approach to planning for and reporting on their activities. This new framework is known as Integrated Planning and Reporting.

Uralla Shire Council adopted its first ever suite of documents within the Integrated Planning framework in 2012. Overarching this suite of interrelated plans is the Community Strategic Plan which identifies the aspirations of the community. This Plan was reviewed and updated in 2015 and 2017.

The Delivery Program is informed by the Community Strategic Plan and prioritises the programs and activities Council will commit to providing during the four year term of the Council. 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.

Council is required to report progress on the Delivery Plan to the community at least every six months. Council intends to report on progress throughout the year on a quarterly basis.

The attached report is a summary of our achievements during the Q1 of the combined Delivery Program 2017-2022 and Operational Plan 2021/2022.







Contents

Measuring our progress.....	4
Organisational Performance.....	4
Detailed Performance Report.....	6

Measuring our progress

Uralla Council's 2017-2027 Community Strategic Plan centres around four major themes: Our Society, Our Economy, Our Environment, and Our Leadership.

In 2021/2022 Council committed to 197 actions focused on achieving the community's vision within these four themes. Those actions are detailed in the combined Delivery Program 2017-2022 and Operational Plan 2021/2022. In this report, our progress in meeting the community's vision within Council's Delivery Program 2017-2022 and Operational Plan 2021/2022 is illustrated by the following coloured symbols:

-  Achieved or on target
-  Not on target, being closely managed
-  Action cancelled or not able to be achieved
-  Action not yet commenced in this quarter

Organisational Performance



Delivery Program – 2021/2022 Annual Action

Detailed Performance Report



1: Our Society

1.1: A proud, unique and inviting community




1.1.1: Provide vibrant and welcoming town centre, streets and meeting places

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.1.1.1	Maintain parks, gardens and open spaces	Inspect playground equipment	Director - Infrastructure & Development	Inspection program of playground equipment completed	Completed		Inspections ongoing.
		Annual Inspection of trees on public land	Director - Infrastructure & Development	Annual inspection of trees on public land completed	Completed		Not yet commenced

1.1.2: Embellish our community with parks, paths, cycleways, facilities and meeting places

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.1.2.1	Prepare open space strategy	Finalise the development of the Open Spaces Strategy	Manager - Development and Planning	Strategy adopted	30 June 2022		Draft and edits complete. Waiting on public exhibition.
		Seek and apply for grant funding for infrastructure projects	Manager - Development and Planning	Grant funding applications are successful and relevant projects are delivered in accordance with the funding deed	30 June 2022		Ongoing. Projects have been delivered in accordance with funding deeds.

1.1.3: Respect the heritage of the region and highlight and enhance our unique characteristics

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.1.3.1	Provide cemetery services	Desktop review of cemetery fees	Director - Infrastructure & Development	Review of fees undertaken and reported to the Executive	30 June 2022		Fee review to be undertaken as part of the business plan development.
		Develop Cemetery Business Plan	Director - Infrastructure & Development	Business Plan for cemeteries developed	30 June 2022		Developed to first draft. Under review.
		Undertake annual maintenance program of all cemeteries	Director - Infrastructure & Development	Service standards met	Met		Ongoing



1.1.4: Support, encourage and celebrate community participation and volunteerism

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.1.4.1	Encourage volunteer participation	Develop a volunteer strategy for the library including an induction and support program to promote participation	Librarian	Strategy developed	30 June 2022		Volunteer strategy to be developed in conjunction with Seniors Week & Volunteers Week 2022. Increase at volunteer assistance at Library for tech assistance, holiday craft activities and History Hub. Currently 3. Draft attached
		Develop a volunteer strategy for the Visitor Information Centre including an induction and support program to promote participation	Director - Community Services	Strategy developed	30 June 2022		Initial review completed. To be progressed with appointment of Tourism Officer
				Strategy developed			

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Develop a volunteer strategy for the Tablelands Community Support and Tablelands Community Transport including an induction and support program to promote participation	Manager Community Care - TCSO		30 June 2022		Two new volunteers have been engaged for TCS in this quarter. TCT also has several volunteers and volunteer training takes place.
		Develop a volunteer strategy for McMaugh Gardens including an induction and support program to promote participation	Director - Community Services	Strategy developed	30 June 2022		McMaugh Gardens has a number of volunteers of long standing and an existing Induction Program. For Annual Review.




1.2: A safe, active and healthy shire

1.2.1: Provide accessible quality sport and recreation facilities that encourage participation

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.2.1.1	Maintain community swimming complex, sports and recreation facilities	Maintain the water quality to enable the operation of the swimming pool	Director - Infrastructure & Development	Water quality in compliance with Department of Health guidelines	Maintained		Ongoing.
		Undertake the annual maintenance program at all sporting fields	Director - Infrastructure & Development	Services undertaken	Maintained		Ongoing


1.2.2: Work with key partners and the community to lobby for adequate health services in our region

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.2.2.1	Improve access to regional health services	Assist with work placements for medical students under the Bush Bursary/CWA Scholarship program.	Director - Community Services	Placements arranged	Completed		Student placement dates set for 3 - 14th of January 2022
		Promote and allocate community donations	Director - Community Services	Donations allocated	30 June 2022		In progress
		Promote and allocate community grants	Communications Officer	Grants allocated and acquitted	30 June 2022		Offers have been made to round 1 (of 2) 2021-2022 grant recipients





1.2.3: Provide, maintain and develop children's play and recreational facilities that encourage active participation

1.2.4: Partner with police, community organisations and the community to address crime, anti-social behaviour and maintain community safety

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.2.4.1	Preserve community safety	Provide support to the police emergency services and community groups to preserve community safety	Director - Infrastructure & Development	Support provided	30 June 2022		Ongoing.


1.2.5: Provide effective, regulatory, compliance and enforcement services for the community




Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.2.5.1	Provide effective regulatory, compliance and enforcement services	Commence trade waste inspection scheduling	Manager - Development and Planning	Trade waste inspection drafted and implemented	30 June 2022		Not yet commenced. Currently compiling list of sites which will have trade waste fees applied.
							Ongoing.



Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Carry out regulatory inspections	Manager - Development and Planning	Regulatory inspections carried out	30 June 2022		
		Seek and apply for grant funding to facilitate regulatory functions	Manager - Development and Planning	Grant funding applications are successful and relevant projects are delivered in accordance with the funding deed	30 June 2022		Current applications are only for environmental management.
		Investigate (a) employment of a full time Health and Building Inspector; (b) up-skilling a current employee; and (c) a shared service	Manager - Development and Planning	Service meets demand	30 June 2022		Shared service and up-skilling currently being investigated.
		Develop Section 7.11 and 7.12 developer charges policy to enable inclusion and associated revenue forecasts	Manager - Development and Planning	Developer contributions in line with policy	30 June 2022		Public exhibition complete. Revenue forecasts to be completed.

1.3: A diverse and creative culture

1.3.1: Provide enhanced and innovative library services that support and encourage lifelong learning


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.3.1.1	Provide library services and programs	Increase volunteer participation	Librarian	Service level agreement	Compliant		Attended Volunteers Week 2021 morning tea, promo on Council's FB & link on webpage to apply for positions. Volunteers require WWCC and referees

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Library programs, activities and workshops offered to all demographics	Librarian	Number of activities and attendance	Increase in number		5 weekly programs and 2 monthly programs, school holiday activity program x 3 and Tech Savvy Seniors annually Numbers decreased greatly due to COVID-19 lockdowns and associated Public Health Guidelines.
		Manage the Service Level Agreement with Central Northern Regional Library	Librarian	Service Level Agreement managed	30 June 2022		Complete quarterly reports and Local Priority funding grant 21/22. Work with CNRL to provide and promote library services and programs - ongoing
		Attend Central Northern Regional Library committee meetings.	Librarian	Committee meetings	attended		Attended with Cr Isabel Strutt. Also attended CNRL training day.
			Librarian				

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Operate the Bundarra library service.		Library service in Bundarra operational	Meet service levels		Meeting with Bundarra CWA to reevaluate services postponed due to COVID - 19. Exchange of 400 collection items March 22. New President Donna Moffatt July to reschedule meeting - no reply - further contact October 2022
		Survey library users to review service levels	Librarian	Survey undertaken	30 June 2022		Survey link still active on Library Page of website. Survey completed in June/July response (17). Survey of CNRL branch opening stats also completed . Library hours changed May 17.

1.3.2: Work with the community and other partners to develop major cultural and community events and festivals

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.3.2.1	Facilitate the development of a range of community	Attend Arts North West regional meetings.	Director - Community Services	Meetings attended	30 June 2022		Contact with Arts North West. Meeting dates to be advised.
				Events undertaken	Completed		


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
	and cultural activities	Coordinate events such as Youth Week, NAIDOC Week, Seniors Week and Volunteers Week	Director - Community Services				NSW Seniors Festival 25 March - 3 April 2022. Youth Week 4 - 14 April 2022. Volunteers Week 16 - 22 May 2022. NAIDOC Week 3 - 10 July 2022. International Day of Older Persons is observed on October 1 each year. Mayors Morning Tea days to be arranged.

1.3.3: Lobby government, companies and other individuals to secure funding for cultural and creative expression fields





1.4: Access to and equity of services


1.4.1: Operate and maintain the McMaugh Gardens Aged Care Facility

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.4.1.1	Operate a residential aged care facility	Manage McMaugh Gardens to accreditation standards	Director - Community Services	Aged Care Quality Standards are met	30 June 2022		Full accreditation maintained
				Quality audit outcomes	Satisfactory		
		Consider expansion of services for Aged Care Facility	Director - Community Services	Expansion of facility and growth of services	Considered by 30 June 2022		Action scoped and presented to Council, funding bid approved and funding application submitted.
		Manage McMaugh Gardens Aged Care Facility in a		Operating result per plan			Operating within budget and above



Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		financially sustainable manner	Director - Community Services	Annual average occupancy at benchmark	30 June 2022		occupancy benchmark
		Maintain volunteer levels supporting McMaugh Gardens residents	Director - Community Services	Maintain volunteerism levels	30 June 2022		Volunteer levels maintained with COVID-19 protocols in place

1.4.2: Provide quality Community Care, Ageing and Disability services




Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.4.2.1	Provide aged and disability services	Successfully complete Aged Care Quality and Safety Commission audit	Director - Community Services	Aged Care Quality and Safety Commission Audits completed successfully	30 June 2022		Ongoing compliance with Aged Care Quality and Safety Commission audits
		Manage consumer directed aged and disability services in a financially sustainable manner	Manager Community Care - TCSO	Net operating surplus from delivery of services	30 June 2022		CHSP Acquittal was submitted on 30 September with a significant surplus to carry over.
1.4.2.2	Provide community transport services	Manage community transport services in a financially sustainable manner.	Manager Community Care - TCSO	Net operating surplus from delivery of services	Achieved		The community transport service is going well and remains financially viable.
		Manage NSW State Government funding agreements and grant acquittals for compliance.	Manager Community Care - TCSO	Funding agreements acquitted	Compliant		Reporting has been uploaded and acquittal has been sent to Finance.
					Satisfactory		

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Maintain satisfactory service reviews and audit outcomes.	Manager Community Care - TCSO	Accreditation maintained			The 18 month Maintenance Audit for the services provided to NDIS participants by Tablelands Community Services had no opportunities for improvement noted and no corrective action requests.

1.4.3: Create a better understanding within the community of the services and facilities council provides




Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.4.3.1	Promote Council's services and facilities	Coordinate a local government week program to raise awareness of the services provided by Council	Communications Officer	Program delivered	30 June 2022		Planning has commenced - initial discussions underway.
		Oversee the preparation and distribution of a regular Council newsletter to residents.	Communications Officer	Monthly newsletters published and delivered	30 June 2022		July - November published

1.4.4: Provide opportunities for residents to enjoy access to arts, festivals, sporting activities, recreation, community and cultural activities

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.4.4.1	Increase community participation in community and cultural events	Promote and support community events within the Shire	Director - Community Services	Events promoted	As requested		Supporting the Thunderbolts Festival as major sponsor and having a stall at the festival. Councils McMaugh Gardens/TCS Bus entered in the parade.
		Apply for Youth Week and coordinate program of activities	Director - Community Services	Funding application lodged and relevant activities are delivered in accordance with the funding agreement	Lodged		Youth Week 2021 activities completed. Youth Week 4 - 14 April 2022. Grants for Youth Week 2022 will open towards the end of 2021
		Apply for National Aboriginal and Islander Day Observance Committee (NAIDOC) funding and coordinate Council's NAIDOC activities in consultation with the Elders	Director - Community Services	Funding application lodged and relevant activities delivered in accordance with the funding agreement	Delivered		Uralla NAIDOC Day 2021 activities postponed due to COVID-19 restrictions - new date to be confirmed by local Elders. NAIDOC Week 2022 - 03 July 2022 to 10 July 2022. The next NAIDOC Local Grants Round will open early 2022

1.4.5: Lobby government to maintain and improve community and public transport services and infrastructure




1.4.6: Work towards achieving the status of a Disability Friendly community through the provision of accessible and inclusive facilities and services

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
1.4.6.1	Develop and implement a range of strategies to improve access and inclusion to council facilities and services	Review and amend the Disability Inclusion Action Plan (DIAP).	Manager Community Care - TCSO	DIAP reviewed and amended	30 June 2022		Relevant actions have been entered on into the Annual Report template this quarter. The new guidelines have been studied and discussion about how best to get community feedback has taken place.
		Train and educate staff to increase awareness of terminology around people with a disability	Manager Community Care - TCSO	Increased awareness of use of inclusive terminology	30 June 2022		Draft material has been completed.
		Identify inclusive places to visit within the Shire	Manager Community Care - TCSO	Inclusive places uploaded to website	Quarterly		I have had discussions with Tanya G about assisting me with this and she is keen to do so.


2: Our Economy

2.1: An attractive environment for business, tourism and industry



2.1.1: Promote Uralla Shire and the region as a place to live, work, visit and invest

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.1.1.1	Promote Uralla Shire through the Visitor Information Centre	Operate the Visitor Information Centre	Director - Community Services	VIC operational			Refurbished Visitor Information Centre fully operational
		Publish trails and maps	Director - Community Services	Trails and maps published	30 June 2022		Ongoing liaison with Visitor Information Centre staff and tourism organisations to maintain current information on Visit Uralla website
		Update the Uralla Shire Directory interactive map	Director - Community Services	Content checked and updated	Quarterly		Uralla Shire Directory Interactive Map maintained


2.1.2: Promote the Uralla Shire to business and industry and increase recognition of the areas strategic advantages

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.1.2.1	Improve recognition of Uralla Shire and the region's strategic economic advantages	Partner with neighbouring Councils to coordinate delivery of the Southern New England High Country Regional Economic Development Strategy 2018-2022	Director - Community Services	Strategy implemented	30 June 2022		Liaison with NEJO through GM. Actions completed for Strategies 1, 4 & 5 particularly through NEHC collaborations.

2.1.3: Lobby for government funded infrastructure and services to match business and industry development in the region (education, transport, health)

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.1.3.1	Enhance infrastructure to support regional education, transport and health development	Lobby government for funding to undertake necessary upgrades to provide high mass limits (HML) capacity	Director - Infrastructure & Development	Grant funding applications are successful and relevant projects are delivered in accordance with the funding deed	30 June 2022		HML capacity achieved for Thunderbolts Way and Bundarra Road. Project scope for selected sections of Thunderbolts under development as part of the NEJO Regional Roads Strategy. Tolleys Gully Bridge completed, approaches under construction.
		Develop a list of priority transport infrastructure projects to capitalise on grant funding opportunities	Director - Infrastructure & Development	Priority list completed	30 June 2022		Upgrade of gravel to sealed roads priority list developed, Transport asset management plan review underway.



2.1.4: Implement tools to simplify development processes and encourage quality commercial, industrial and residential development

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.1.4.1	Process building and development applications	Review processing of Development Applications to improve processing timeframes	Manager - Development and Planning	40% of CCs completed within 30 days	Statutory timeframe		Targets met for the quarter. Monitoring continuing.
				60% of DAs completed within 20 days	Statutory timeframe		




2.1.5: Develop the skills of businesses to maximise utilisation of new technologies and the emerging broadband and telecommunication networks



2.2: Growing and diversified employment, education and tourism opportunities

2.2.1: Provide land use planning that facilitates employment creation


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.2.1.1	Optimise land use planning instruments to support employment creating business and industries	Dashboard review of Local Strategic Planning Statement (LSPS)	Manager - Development and Planning	Dashboard review undertaken	30 June 2022		Internal review commenced.
		Review of the Local Environmental Plan (LEP)	Manager - Development and Planning	LEP reviewed	30 June 2022		Not commenced. There are currently no drivers to warrant amendment.

2.2.2: Support and encourage existing business and industry to develop and grow


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.2.2.1	Encourage business and industry development	Liaise with the Uralla Business Chamber	Director - Community Services	Regular liaison	30 June 2022		Contact with Uralla Business Chamber. Meeting to be confirmed.
		Provide links to business development information and resources	Director - Community Services	Maintain links on Council web page	Quarterly		Ongoing liaison with Communications Officer for maintaining current links
		Investigate establishment of a Smart Region (internet of things) and apply for suitable funding programs *subject to external funding	Director - Community Services	1-2 IOT Gateways funded and installed	30 June 2022		Action scoped and presented to Council. Declined for progression to funding bid.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Investigate a digital economic development prospectus and apply for suitable funding programs *subject to external funding	Director - Community Services	Digital Economic Development prospectus funded and produced	30 June 2022		Action scoped and presented to Council. Declined for progression to funding bid.
		Apply for grant funding and, subject to securing grant funding, commence construction of Stage 1 [or 1A] of the Rowan Avenue, Uralla, light industrial subdivision, together with undertaking community consultation and obtaining approvals as required	Director - Infrastructure & Development	Funding received and construction commenced	30 June 2022		Grant funding application unsuccessful under Building Better Regions Round 5. Look to submit application for next round.

2.2.3: Support the attraction of new businesses, including sustainable employment generating projects

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.2.3.1	Provide information to support new and existing business operators	Developer forums facilitated	Manager - Development and Planning	Two forums arranged	30 June 2022		First forum scheduled for December 2021.



2.2.4: Partner with neighbouring Councils to effectively market the unique natural characteristics and diverse tourism opportunities available within Uralla Shire and New England region


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.2.4.1	Promote Uralla Shire and the region as a tourism destination	Collaborate with other councils and tourism bodies to promote the region	Director - Community Services	Uralla and region promoted	30 June 2022		Ongoing collaboration continues with Council members of New England High Country; Destination NSW; Destination Country and Outback NSW and Australian Tourism Data Warehouse

2.2.5: Facilitate major social and cultural events being staged in our Shire and our region




2.3: A safe and efficient network of arterial roads and supporting infrastructure; and town streets, footpaths and cycleways that are adequate, interconnected and maintained

2.3.1: Provide an effective road network that balances asset conditions with available resources and asset utilisation

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.3.1.1	Deliver road and drainage maintenance services and capital works programs	Review the Transportation Asset Management Plan	Director - Infrastructure & Development	Transport Asset Management Plan reviewed	30 June 2022		Prepared to first draft for internal review.
		Implement the Transportation Asset Management Plan	Director - Infrastructure & Development	Percentage of program completed	30 June 2022		Transport asset management plan review being finalised. Renewals informed by plan, condition assessment and on site validation.
							Ongoing.


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Seek funding for transport infrastructure expansion projects subject to approval from Council and subject to associated operating costs being funded from operational revenue	Director - Infrastructure & Development	Grant funding applications are successful and relevant projects are delivered in accordance with the funding deed	30 June 2022		

2.3.2: Maintain, review and replace Council bridges and culverts as required

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.3.2.1	Deliver bridge and culvert maintenance services and capital works programs	Inspect all bridges and culverts	Director - Infrastructure & Development	Annual inspections undertaken	30 June 2022		Ongoing.
		Review the work program for bridges and culverts	Director - Infrastructure & Development	Work program reviewed	Quarterly		Ongoing
		Seek funding for replacement and realignment of the Bakers Creek causeway on Barraba Road with a bridge or box culvert structure	Director - Infrastructure & Development	Grant application lodged subject to available funding program	30 June 2022		Subject to funding opportunities.



2.3.3: Ensure road network supporting assets (signs, posts, lighting, guardrails, etc.) are maintained adequately and renewed as scheduled

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.3.3.1	Deliver roads, lighting, signs, guard rail, and posts maintenance and renewal program	Deliver road network supporting infrastructure replacement program	Director - Infrastructure & Development	Percentage of program completed	90%		Ongoing.


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Renew and maintain lighting, signs, posts, and guard rail assets as necessary.	Director - Infrastructure & Development	Renewal and maintenance completed as necessary	30 June 2022		Ongoing

2.3.4: Provide a network of town and village streets that balances asset conditions with available resources and asset utilisation


2.3.5: Maintain existing and cycling networks across the region

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.3.5.1	Deliver walkways and cycle ways maintenance services and capital works programs	Implement the Pedestrian Access and Mobility Plan (PAMP)	Director - Infrastructure & Development	Percentage of program completed	90%		No "active transport" funding available for 21/22 for Council projects.
		Inspect footpaths and cycle ways	Director - Infrastructure & Development	PAMP implemented, subject to funding	30 June 2022		To be commenced.

2.3.6: Facilitate the enhancement and expansions of accessible walking and cycle networks where strategically identified and interconnect them with other transport and recreation facilities

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.3.6.1	Expand the Shire's integrated and accessible cycle ways and walkways network	Seek funding to extend pedestrian and cycle ways subject to approval from Council and subject to associated operating costs being funded from operational revenue. Particular projects to include grant funding for the design and construction of upgrades to the CBD area for parking lane, footpath, amenity and accessibility improvements	Director - Infrastructure & Development	Grant funding applications are successful and relevant projects are delivered in accordance with the funding deed	30 June 2022		Ongoing.



2.3.7: Implement and maintain developer contribution plans

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.3.7.1	Develop section 94 and section 64 contribution framework	Implement Developer Contribution Plans	Manager - Development and Planning	Developer Contribution Plans implemented	30 June 2022		Public exhibition complete.

2.3.8: Provide the required public infrastructure and work with key partners to expand the provision of cost effective public transport

2.4: Communities that are well serviced with essential infrastructure

2.4.1: Develop a strategically located network of quality, accessible and safe public amenities that are adequately maintained and renewed

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.4.1.1	Provide public amenities for residents and visitors	Maintain and renew public amenities as per the Building Asset Management Plan	Director - Infrastructure & Development	Maintained as per Building Asset Management Plan	Maintained		Building asset management plan due for review. Renewal of amenities on track or ahead due to grant funding programs.
		Seek grant funding for refurbishment and renewal of Council buildings including Uralla Courthouse, Chambers and other buildings	Director - Infrastructure & Development	Grant funding programs sourced and applications lodged as appropriate	30 June 2022		Courthouse funding offer received. Project commenced.


2.4.2: Implement Council's strategic asset management plan and continue to develop asset systems, plans and practices for infrastructure assets to minimise whole of life costs

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.4.2.1	Develop and implement asset management plans	Develop schedule for reviewing Asset Management Plans	Director - Infrastructure & Development	Asset Management Plans reviewed	30 June 2022		Under development.

2.4.3: Provide the infrastructure to embellish public spaces, recreation areas and parkland areas

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.4.3.1	Provide connectivity to public spaces	Seek grant funding to implement the Pedestrian Access and Mobility Plan (PAMP)	Director - Infrastructure & Development	PAMP implemented	30 June 2022		No active transport funding available this year for Council projects.



2.4.4: Ensure adequate public car parking and kerb and gutter infrastructure is provided, maintained and renewed

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
2.4.4.1	Maintain kerb and guttering to established service levels	Inspect all kerb and gutter and undertake the required repair and replacement program.	Director - Infrastructure & Development	Program delivered	30 June 2022		To be commenced.

3: Our Environment

3.1: To preserve, protect and renew our beautiful natural environment



3.1.1: Record and promote the region's heritage in partnership with the community

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.1.1.1	Preserve Uralla Shire's heritage	Develop a Business Plan for the Caravan Park	Director - Infrastructure & Development	Business Plan for the Caravan Park drafted	30 June 2022		Business plan developed to first draft for the Uralla Queen Street Caravan Park.
		Adopt Management Plans for Crown Land	Manager - Development and Planning	Plans of Management for Crown Land adopted	30 June 2022		Drafts prepared. Currently editing.


3.1.2: Protect the Shire's historic buildings and sites, recognising their value to the community

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.1.2.1	Provide heritage services and support	Facilitate a Heritage Advisory Service and Local Heritage Assistance Fund.	Manager - Development and Planning	Services provided and Local Heritage Assistance Fund managed	Maintained		Services provided remotely during COVID.

3.1.3: Protect and maintain a healthy catchment and waterways


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.1.3.1	Maintain compliant catchment and waterways management	Maintain compliance with Environmental Protection Licence requirements for the Uralla landfill, sewer and water treatment plants	Manager Waste, Water & Sewerage Services	Statutory obligations complied with	30 June 2022		Water and sewer plants compliant with licence. Landfill compliant with licence, leachate containment is compliant but challenging due to wet weather (investigation toward long term strategy underway)
		Maintain compliance with Environmental Protection Licence requirements for the Uralla landfill, sewer and water treatment plants.	Manager Waste, Water & Sewerage Services	Testing regime	Compliant		This is a duplicate of Action 3.1.3.1.1

3.1.4: Raise community awareness of environmental and biodiversity issues



Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.1.4.1	Provide bush generation activities and information	Liaise with the New England County Council (New England Weeds Authority) to manage Council's statutory obligations under the Biosecurity Act 2015	Manager - Development and Planning	Statutory obligations met	30 June 2022		Ongoing.

3.2: Maintain a healthy balance between development and the environment


3.2.1: Retain open space and greenbelts that are accessible to everyone

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.2.1.1	Preserve sensitive greenbelt lands	Review and monitor vegetation and environmental protection measures for sensitive Council managed land	Manager - Development and Planning	Statutory obligations are met	30 June 2022		Ongoing.

3.2.2: Educate the community about sustainable practices in the home, at work and in public places

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.2.2.1	Raise community awareness of sustainability practices	Collaborate with community environmental groups	Manager - Development and Planning	Provide relevant information	30 June 2022		New Environmental Management Coordinator has commenced engagement with community environmental groups.
		Review and implement the Environmental Sustainability Action Plan priorities	Manager - Development and Planning	Implementation of Environmental Sustainable Action Plan priorities	30 June 2022		Review currently being undertaken. Implementation ongoing.

3.2.3: Ensure that Uralla Shire is sufficiently prepared to deal with natural disasters including bushfires, major storms and flood events

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.2.3.1	Collaborate with service providers to be emergency response ready	Participate in natural disaster mitigation and provide local emergency management officer.	Director - Infrastructure & Development	Effective mitigation strategies	30 June 2022		Ongoing. Participation on the LEMC.



3.3: Reuse, recycle and reduce wastage

3.3.1: Promoting recycling, reusing and providing regular and efficient waste and recycling services


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.3.1.1	Provide waste removal and recycling services within the Shire	Review procedures for waste and recycling services for workflow efficiency	Manager Waste, Water & Sewerage Services	Procedures for waste and recycling have been reviewed and efficiencies gained	30 June 2022		Progressive Implementation of recommendations from the Uralla and Bundarra Landfill - Site Development Plans, Kerbside Collection Services and Green Waste - Investigations Tenders accepted by Council for landfill compactor and wheel loader.
		Review of plant investment to extend the life of the landfill	Manager Waste, Water & Sewerage Services	Review of plant investment undertaken	30 June 2022		Specialist landfill compactor purchased and operating. New loader ordered, customised for landfill operations (awaiting import).
		Progress the procurement of the Bundarra Transfer Station and decommissioning of the Bundarra Landfill	Manager Waste, Water & Sewerage Services	Transfer station constructed. Decommissioning plan developed	30 June 2022		Brief for design of new facility has been prepared.

3.3.2: Providing education to the community on ways to minimise the waste produced by households


Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.3.2.1	Improve community awareness of recycling and waste minimisation	Operate the Uralla Community Recycling Centre	Manager Waste, Water & Sewerage Services	Increase number of awareness programs	30 June 2022		Materials Recovery Facility and Community Recycling Centre operating continue to recover/divert significant quantities of waste from landfill.
		Support the Northern Inland Regional Waste Community Recycling Centre Regional Communication and Education Plan	Manager Waste, Water & Sewerage Services	Program supported	30 June 2022		Continued to participate in waste education.

3.3.3: Implementing initiatives to reduce illegal dumping and providing community education to prevent litter

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.3.3.1	Promote litter reduction	Support anti-littering campaign	Manager Waste, Water & Sewerage Services	Implement anti-littering campaign through NIRW and website	30 June 2022		Via NIRW





3.3.4: Identifying and implementing water conservation and sustainable water usage practices in Council operations

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.3.4.1	Minimise water wastage	Review Council water consumption for major Council facilities against historical records	Manager Waste, Water & Sewerage Services	Inspections completed	30 June 2022		Review of big water users in UINT/21/8894. High users included swimming pool, aged care, sewage plant...not unusual to have high consumption at these facilities.




3.3.5: Identifying technologies in Council facilities, infrastructure and service delivery to reduce our ecological footprint

3.4: Secure sustainable and environmentally sound water-cycle infrastructure and services


3.4.1: Maintain and renew water network infrastructure to ensure the provision of secure, quality and reliable drinking water supplies

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.4.1.1	Provide water supply	Review and update Asset Management Plan for water infrastructure	Manager Waste, Water & Sewerage Services	Asset Management Plan for water infrastructure reviewed	30 June 2022		Draft document reviewed. Sequence of capital works to be revised and cost estimates.
		Deliver annual water main replacement program	Manager Waste, Water & Sewerage Services	Program identified and delivered	30 June 2022		Pending Asset Management Plan finalisation. Hydrants and meter replacements scheduled for 2021/2022.
		Integrated Water Catchment Management Strategy (IWCMS) development	Manager Waste, Water & Sewerage Services				Raw water source augmentation - part of IWCMS suite of projects - progressed with exploratory drilling to commence shortly.
		Explore smart system efficiencies	Manager Waste, Water & Sewerage Services				Indicative costings for smart meters beyond Council means, would require external funding and business case.

3.4.2: Maintain and renew the sewerage network infrastructure to ensure the provision of efficient and environmentally-sound sewerage services

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.4.2.1	Provide sewerage services	Compliant sewage treatment plant (STP) discharge	Manager Waste, Water & Sewerage Services	Environmental Protection Authority (EPA) licence limits	30 June 2022		Water quality testing results comply with EPA licence.
		Water and sewer service delivery	Manager Waste, Water & Sewerage Services	Service continuity & maintenance levels	30 June 2022		Routine operation and maintenance tasks continue to be delivered.
		Review and update Asset Management Plan for sewerage	Manager Waste, Water & Sewerage Services	Asset Management Plan for sewerage reviewed	30 June 2022		Draft document reviewed. Sequence of capital works to be revised and cost estimates.

3.4.3: Ensure adequate stormwater and drainage infrastructure is provided, maintained and renewed

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
3.4.3.1	Provide stormwater and drainage infrastructure	Maintain and renew stormwater and drainage infrastructure	Director - Infrastructure & Development	Assets maintained and renewed	30 June 2022		Ongoing. Stormwater asset management plan to be finalised.





4: Our Leadership

4.1: A strong, accountable and representative Council

4.1.1: Provide clear direction for the community through the development of the Community Strategic Plan, Delivery Program and Operational Plan

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.1.1.1	Deliver integrated strategic planning and reporting requirements	Develop a Community Strategic Plan 2022-2032	Manager Governance	Community Strategic Plan drafted and updated	30 June 2022		An internal review of the Community Strategic Plan has been undertaken. IPR dates have not changed, despite change in election date.
		Develop a three year Delivery Program 2022-2025	Manager Governance	Delivery Program drafted and adopted	30 June 2022		The Delivery Program will be drafted once the Community Strategic Plan has been reviewed and drafted
		Develop a one year Operational Plan 2022-2023	Manager Governance	Operational Plan drafted and adopted	30 June 2022		The Operational Plan will be drafted once the Community Strategic Plan is in draft format
		Draft Communication Engagement Strategy for the Community Strategic Plan	Communications Officer				Draft 1 ready for workshopping

4.1.2: Engage with the community effectively and use community input to inform decision making





Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.1.2.1	Incorporate inclusive community consultation and stakeholder engagement in Council decision making	Council meetings held as scheduled	Executive Assistant to GM and Mayor	Councillor attendance >50% per annum and meeting achieves quorum	30 June 2022		4 Ordinary Council Meetings and 3 Special Council Meetings held in the four months.
		Council meeting open to the public	Executive Assistant to GM and Mayor	Open business items >95%	30 June 2022		Public Health Order rules met during pandemic. Per legislation open to public via audio webcast & agendas / minutes published - public is informed of what occurred at meeting. 12 of 90 items closed 100% resolutions moved to open.
		Council make decisions	General Manager	Fewer than 2% of business items deferred	30 June 2022		During the first four months 90 items of business; 1 item referred back to a workshop (since endorsed).
		Community engagement and consultation undertaken prior to Council decisions to change strategy, services and as required by legislation	Communications Officer	Community engagement and consultation exceed minimum public notification requirements	30 June 2022		Undertaken community engagement for draft budget and operational plan, long term financial plan, community strategic plan, multiple policies and resolutions of Council.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Mayor or Deputy Mayor represent Council at civic events and performs role of Council official spokesperson	Executive Assistant to GM and Mayor	Mayor or Deputy Mayor at all civic events and undertakes media engagements	30 June 2022		All Civic and Media Events have been attended by Mayor
		Reduce printing	Executive Assistant to GM and Mayor	Reduce use of paper; reduced costs	30 June 2022		Councillor input re new devices re new term of Council enable reading documents electronically to reduce agenda printing. Increased use of NextCloud (Councillors) and TRIM (staff). QR codes on community engagement notices & paper on request.
		Draft a Media and Social Media Policy	Communications Officer	Media and Social Media Policies adopted by Council	30 June 2022		Media Policy adopted by Council
		Increase webpage utilisation	Communications Officer	Webpage utilisation increased	30 June 2022		Using Google Analytics to track and report on visitors to website
		Review Communication policies and protocols	Communications Officer	Policies and protocols reviewed	30 June 2022		Ongoing
		Review style guide	Communications Officer	Style guide reviewed	30 June 2022		Action commencing in quarter 2.




Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Implement a Council intranet (budget bid ** not yet resourced)	Communications Officer				Have met with IT Coordinator to discuss



4.1.3: Provide open, accountable and transparent decision making for the community

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.1.3.1	Implement and maintain a transparent and accountable decision making framework	Provide Help Desk Service	IT Coordinator	Tickets closed within three days	30 June 2022		Internal IT Help Desk continues to be provided. Revision of the Civica SLA 40 day response time needed. IT resourcing is currently inadequate for current work load. Documentation & processes need further development.
		Prepare a Business Continuity Plan for IT	IT Coordinator	Business Continuity Plan for IT completed and adopted	30 June 2022		Done: Audit and projected projects To do: Correct TRIM filing. Complete GANT forecast for projects. Finish details for end-user hardware. Review/revise with CFO.
		Develop and implement an Information Technology Strategic Plan	IT Coordinator	Information Technology Strategic Plan drafted and milestones met	30 June 2022		Audit and 2 year Information and Communication Technology plan in progress. Once complete, plan must be correctly filed in TRIM.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Maintain up time of IT Services during operating hours	IT Coordinator	>98% uptime	30 June 2022		Wide Area Network (AllCom) continuing intermittent outages to satellite sites. Waste center the most affected, with internet access disabled. Frequent, intermittent, outages to Civica's managed services affect the majority of users.
		Review IT Platform	IT Coordinator	Report provided to Executive with clear recommendations	30 June 2022		Review underway. Currently lack of transparent system for ICT tickets; previous system not working. Projects (budget, forecasting, etc.) open to review. Department managers consulted with ~60% engagement.
		Implement automation of business papers	Executive Assistant to GM and Mayor	Business papers automation software is operational	30 June 2022		Internal requirements being sought for RFQ
		New IT devices for new term of Council	IT Coordinator	Reduction in printing and more timely reporting	30 June 2022		Done: devices ordered. To do: AD containers to maintain CyberSec; create and enroll Setup SOE on devices Basic training



4.1.4: Provide strong representation for the community at the region, state and federal levels

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.1.4.1	Maintain effective partnerships and advocacy activities	Advocate the needs of the shire to State and Federal Governments including telco/mobile service coverage, access to Mascot Airport and State Significant Development fees to be paid directly to Council	General Manager	Meet and converse with State and Federal departments regularly	30 June 2022		Advocacy through regular meetings with Local and Federal member; written submissions (Infrastructure contributions reform and NEREZ most recently); also via LGNSW, Country Mayor's Association & Australian Local Government Association.
		Advocate the needs of the community of interest through the New England Joint Organisation (NEJO)	General Manager	Raise issues in alignment with the NEJO Strategic Plan	30 June 2022		Economic Development Data Stage 1 New England Road Network Strategy; Health Skills Pilot support & evaluation report; Telecommunications Connectivity Strategy; Project scoping (EV charging station/infrastructure).
		Undertake lobbying through Local Government NSW, New England Joint Organisation and directly with government agencies and Members	General Manager	Key issues raised through Local and Federal Member	30 June 2022		Submissions on: NSW Government draft infrastructure contribution reform; draft New England Regional Energy Zone Declaration.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Participate in the New England Joint Organisation, Country Mayor's Association, Local Government NSW and Australian Local Government Association	Executive Assistant to GM and Mayor	Collective lobbying	30 June 2022		Attendance at meeting have been via Zoom due to Public Health Orders. Lobbying has been completed via numerous Zoom and Team Meeting events.
		Procure Mayoral robes and chain	Executive Assistant to GM and Mayor	Visual representation of democracy / representative role of Council	30 June 2022		Not due to start - no action to date - awaiting new council for direction

4.1.5: Undertake the civic duties of Council with the highest degree of professionalism and ethics

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.1.5.1	Implement and manage Council's integrity system	Maintain Public Interest Disclosure, Conflict of Interest, Related Party Disclosures, and Code of Conduct Complaints Registers in accordance with legislative requirements.	Manager Governance	Maintain Registers	30 June 2022		Registers are maintained.
		Publish the Annual Interest Disclosures to Council's website	Manager Governance	Register uploaded to the website	31 December 2021		The Annual Interest Disclosures will be tabled at the October 2021 Ordinary Council Meeting.
		Implement the Fraud and Corruption Control Strategy	Manager Governance	Strategy milestones met	30 June 2022		No complaints or issues raised during this period.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Implement training for Councillors at the start of each term	Manager Governance	Training program implemented	30 June 2022		The Local Government elections have been postponed to 4 December 2021. Training has been booked.
		Support the NSW Electoral Commission - 2021 Elections	Manager Governance	Liaise with the NSW EC and provide support	31 March 2022		Administrative support to the NSW Electoral Commission for the 4 December 2021 is being provided.


4.2: An effective and efficient organisation






4.2.1: Provide a range of services that meet benchmarks determined with the community, having regard to quality and cost

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.2.1.1	Improve the cost effectiveness and efficiency of community service provision	Direct Financial Strategy	Chief Financial Officer	Develop and report to Council	30 June 2022		Work continues on developing actions to achieve the financial strategies of Council to deliver a balanced operating result before capital grants. Work is underway on developing more timely reporting to assist with this strategy.
		Direct Strategic Risk Management	Chief Financial Officer	Develop and report to the Audit Risk and Improvement Committee	30 June 2022		Ongoing. Numerous meetings held and further development of strategic risk register.






Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Prioritise resource allocation	Chief Financial Officer	Determine and report to Council	30 June 2022		Ongoing. Fortnightly meetings now held with Corporate Services Teams to consider resource allocations. Two year planning underway for each division.
		Implement the Workforce Management Plan	Manager Human Resources	Workforce Management Plan implemented	30 June 2022		Review of the document has commenced. Expected first draft to be provided to ET for review by end of November 2021.






4.2.2: Operate in a financially responsible and sustainable manner







Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.2.2.1	Maintain and control financial system and improve long term financial sustainability	Model and adopt rate structures on an annual basis and attend to the issue of accurate rate notices as required	Revenue Officer	Rate structures adopted and accurate rate notices issued	30 June 2022		2021/2022 Rates Notices have been issued as per the revenue policy adopted by Council for the 2021/2022 financial year.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Collect all rates and charges in line with payment requirements and undertake debt recovery action for outstanding accounts in accordance with Council's Debt Recovery Policy	Revenue Officer	Lower % outstanding rate and charges	30 June 2022		Collection of rates and charges has been undertaken in line with payment requirements and debt recovery action commenced for outstanding accounts in accordance with Council's Debt Recovery Policy
		Update and maintain procedures that align with adopted procurement policy to achieve best value for all goods and services	Corporate Accountant	Procurement procedures aligned with Policy	30 June 2022		Online requisitioning system implemented. Procedures being updated to align with best value for money outcome.
		Provide up to date financial information to relevant stakeholders to assist with timely and accurate decision making	Corporate Accountant	Financial information is up to date through easily accessible portals	30 June 2022		Information provided to stakeholders as requested and in a timely manner.
		Review all fees and charges on an annual basis for full cost recovery	Corporate Accountant	Accurate numbers for each fee and charge	30 September 2021		Fees and charges reviewed prior to adoption of Operational Plan. One update has been completed with a further one on public exhibition.
		Review and revise the 10 year Long Term Financial Plan	Management Accountant	LTFP reviewed	30 June 2022		LTFP is currently undergoing Public Consultation Phase 1



Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Subject to Council resolution, undertake consultation and make an application for increase in rate revenue (Special Rate Variation) in accordance with the Independent Pricing and Regulatory Tribunal criteria (FFTF) (timing subject to a decision of the 2021-2023 Council)	Management Accountant	Subject to Council resolution SRV application lodged	30 June 2022		No Council resolution at this time. LTFP is currently undergoing Public Consultation Phase 1
		Complete and report quarterly budget review statements	Management Accountant	Quarterly budget reports presented to Council in a timely manner	Quarterly		Sept QBRS will be reported at November Council Meeting.
		Adequate and effective controls in place for all financial management functions and implement procurement and financial control recommendations adopted by the Audit, Risk and Improvement Committee	Corporate Accountant	Internal audit actions for financial controls implemented	30 June 2022		Adequate controls for financial management functions are in place. Additional controls like drafting of Loan Borrowing Policy continue to be developed. Additional recommendations of Audit Risk and Improvement Committee are implemented as required.
		Maximise return on investment within the risk parameters provided by the USC Investments Policy 2019	Corporate Accountant	Investment returns appropriate for risk	30 June 2022		Return on investment is maintained in accordance with Council's Investment Policy.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Investigate options to diversity investments	Chief Financial Officer	Options identified, assessed and considered by Council	30 June 2022		Work undertaken to improve returns in accordance with investment policy.
		Investigate commercial income streams	Chief Financial Officer	Options identified, assessed and considered by Council	30 June 2022		Consideration given to options for Courthouse. Other commercial income streams to be considered in future months.
		Identify strategies to achieve a consolidated surplus before capital grants (balanced budget for all funds) over the full term of the LTFP	Management Accountant	Strategies identified	30 June 2022		Ongoing process.
		Review asset valuations and depreciation methodology for all asset classes	Corporate Accountant	Asset valuations reviewed	30 June 2022		Revaluations continue to be completed under a five year rolling program. Additional reviews have been undertaken during completion of annual financial statements.
		Determine asset maintenance backlog based on asset management plans and incorporate into Long Term Financial Plan	Management Accountant	Asset maintenance backlog determined	30 June 2022		Backlog has been assessed as part of completion of annual financial statements. Continued integration into drafting of revised LTFP is ongoing.



Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Review and update financial system procedures and instructions as required	Corporate Accountant	Cross training of team members to minimise impact of staff absences	30 June 2022		Ongoing. Annual financial statement procedures updated.
		Develop a finance schedule outlining key dates for provision of data - to include statutory returns as well as acquittals for other departments	Corporate Accountant	Compliance calendar deadlines met	30 June 2022		Finance schedule drafted. Additional work required on acquittal information from other departments.
		Develop rolling workshops and/or FAQ's for non-finance staff on common issues to improve workflow, communication and general financial literacy	Corporate Accountant	Workshops undertaken	30 June 2022		Initial meeting has been held on development of schedule of FAQ's and workshops.
4.2.2.3	Maximise grant and funding partnership opportunities	Identify and seek funding opportunities for water and sewer infrastructure projects subject to associated operating costs being funded from operational revenue	Director - Infrastructure & Development	Grant funding applications are successful and relevant projects are delivered in accordance with the funding deed	30 June 2022		Ground water investigation project commenced. IWCM scope being finalised.
		Identify and seek funding opportunities for infrastructure projects in facilities and open spaces subject to associated operating costs	Director - Infrastructure & Development	Grant funding applications are successful and relevant projects are delivered in accordance with the funding deed	Successful grant funding applications		Ongoing. Public Spaces Legacy Grant project commenced.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Identify and seek additional funding opportunities for Council projects subject to Council resolution and subject to associated operating costs being funded from operational revenue	Director - Infrastructure & Development	Funding applications are successful and relevant projects are delivered in accordance with the funding deed	30 June 2022		Ongoing. Funding offer received for Fixing Local Roads Phase 3.
4.2.2.4	Achieve efficiency gains for internal services with a program of continuous improvement	Complete service review for the Landfill	Manager Waste, Water & Sewerage Services	Service review completed	30 June 2022		Implementation of landfill site development recommendations.
		Complete service review for Building Inspection	Manager - Development and Planning	Service review completed	30 June 2022		In progress.
		Complete service review for Procurement	Coordinator Fleet stores workshop	Service review completed	30 June 2022		Work underway on reviewing processes surrounding all procurement.
		Complete service review for Cemeteries	Director - Infrastructure & Development	Service review completed	30 June 2022		Business Plan under development - to include service review.
		Complete service review for Information Technology (IT)	IT Coordinator	Service review completed	30 June 2022		25 of 57 target areas completed. Absent documentation impeding process.

4.2.3: Develop and consistently apply an asset management framework that ensures existing and future infrastructure is affordable, funded and maintained to ensure inter-generational equity and sustainability




Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.2.3.1	Provide asset revaluation and long term funding scenarios for asset maintenance and renewal	Deliver the asset revaluation program	Director - Infrastructure & Development	Program delivered	30 June 2022		Not yet commenced. Water and sewer assets to be revalued this year.
		Develop the long term funding scenarios that explore options to fund asset maintenance and renewal	Management Accountant	Long term funding options developed	30 June 2022		Ongoing. LTFP is currently undergoing Public consultation with further possible scenarios to be developed from this feedback.


4.2.4: Establish Uralla Shire Council as an employer of choice that trains, recruits and retains talented staff and facilitates a diverse workforce

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.2.4.1	Enhance Council's reputation as an innovative and inclusive workplace	Review and implement the Workplace Management Plan	Manager Human Resources	Annual turnover between 10-20%	30 June 2022		Management continue to identify key positions to be included in the succession planning program per the Staff Management Succession Planning procedure. Traineeships & certificate level courses commenced by staff per succession plan requirements.
		Proactively manage the return to work and workers compensations processes	Manager Human Resources	Return to work lost time <15 hours / FTE per year on a three year average	30 June 2022		Council continues to work closely with its workers compensation insurers and rehabilitation providers in managing recovery at work processes of injured workers wherever possible.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Implement Mental Health First Aid training	Manager Human Resources	Training undertaken	30 June 2022		Quotes obtained. Availability of course providers has been difficult due to COVID and the backlog the trainers have expressed with delivery of this training and the ability to travel. Anticipated training conducted in Feb/Mar 2022.
		Bullying Prevention Management Program implemented	Manager Human Resources	Program developed and implemented	30 June 2022		Review of other Council's programs are currently been conducted; including Singletons SWELL (Safe and Well) program. Thorough investigations are undertaken for claims of bullying and harassment.
		Review HR Protocols	Manager Human Resources	HR Protocols reviewed	30 June 2022		Schedule to review/renew policies/procedures/protocols. The creation of "packs", such as new starter, maternity, injured at work, along with our other forms are currently being converted to fillable PDF's. Training focuses identified.
		Align position codes (Authority) with new structure	Manager Human Resources	Position codes aligned	30 June 2022		Council's hierarchy has been updated in Authority to represent the new organisational structure. The position codes have been developed as per this structure in excel and are being finalised to input into Authority.


4.2.5: Provide customer service excellence

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.2.5.1	Enhance customer service excellence	Review and update Council's Customer Service Charter and its standards	Manager Human Resources	Customer Service Charter reviewed	30 June 2022		Review commenced. Once finalised, a version will be prepared for the public on our website.
		Develop and implement Frequently Asked Questions Register	Manager Human Resources	Increased customer satisfaction at first point of contact	30 June 2022		FAQ register was prepared by previous supervisor. This register requires further development, however the information is valuable & will be used to create a web page that both employees and the general public can access.
		Further develop the Customer Request Module process	Manager Human Resources	CRM processes implemented	30 June 2022		Requires an Authority administrator to define the break down of the system and implement the required changes for the CRM to work correctly.





Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		In-house review of Customer Service	Manager Human Resources	Service levels reviewed	30 June 2022		On-going. Customer service hours of operation have been reduced. Primary employee was on extended leave for the first part of this financial year, now they have resumed, this can be escalated. Also undertaking a review of the charter.

4.2.6: Identify and manage risk associated with all Council activities and ensures a safe and healthy work environment

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.2.6.1	Develop and incorporate a risk management framework which is effective and accessible	Improve safety culture within the organisation	Risk Management & Safety Officer	Decrease the number of incidents / insurance claims / Lost Time Injury Frequency Rates (LTIFR)	30 June 2022		The WHS meeting for the settings of these targets will be in February, the agenda and suggested actions have been completed
		Develop Business Continuity Plan	Risk Management & Safety Officer	Buisness Continuity Plan drafted and endorsed	31 March 2022		Draft plans are in their final stages of preparation before going to the Executive for review.
		Draft and implement safety system	Risk Management & Safety Officer	Safety system drafted and endorsed	30 June 2022		There are 5 elements left to go through the executive. Toolboxes for the approved elements have not been drafted as of yet.

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Implement the Vault Application / Software	Risk Management & Safety Officer	Vault implemented	31 March 2022		Working with IT to make sure that the IT equipment will be able to hold the apps. Fixing technical issues for the managers and staff that are currently occurring.


4.2.7: Ensure compliance with regulatory and statutory requirements and that operations are supported by effective corporate governance





Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.2.7.1	Improve the corporate governance framework	Update Records Management Policies and Protocols	Records Coordinator	All Records Management Policies and Protocols reviewed	30 June 2022		Review of Policy has been undertaken. Desktop research currently in process.
		Address backlog of disposal of records	Records Coordinator	Disposal schedule up to date	30 June 2022		Communication with MG - Disposal of records on track
		Implement TRIM upgrade	Records Coordinator	Trim upgrade implemented	30 June 2022		IT investigating options to upgrade TRIM to CM9.
		Implement the Corporate Governance Improvement Action Plan.	Manager Governance	Action Plan implemented	30 June 2022		The Corporate Governance Improvement Action Plan is being implemented. A review of the policies is being undertaken with staff and Councillors




Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Administer the Audit, Risk and Improvement Committee	Manager Governance	Audit, Risk and Improvement Committee supported	30 June 2022		August meeting was cancelled due to 'Lockdown'. Meeting due to take place on 14 October 2021.
		Administer the Internal Audit Program	Manager Governance	Internal Audit Program delivered	30 June 2022		Ongoing.

4.3: Deliver the goals and strategies of the Community Strategic Plan

4.3.1: Resource the organisation of Council adequately to provide the services and support functions required to deliver the goals and strategies detailed in this plan

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
4.3.1.1	Enhance the effectiveness of Council resourcing strategies	Approved services are delivered	General Manager	>75% of annual Operational Plan actions are achieved (or substantially achieved)	30 June 2022		5 wks non-essential service closure Public Health Order lockdowns library, customers service, VIC, office staff WFH & significant wet weather Xdamage to roads PLUS extra stimulus grants = some planned activities to be rescheduled to next FY

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
		Staff leave managed efficiently	Manager Human Resources	Leave liabilities remain within min/max	30 June 2022		Focus for 21/22 is to reduce annual leave and time-in-lieu, with long service leave to be addressed in 22/23. Notification has been drafted for the GM to issue to the Executive Team for action over the remainder of this financial year.
		Staff turnover within target range	Manager Human Resources	Annual turnover is maintained between 10-20%	30 June 2022		Conducting thorough recruitment to achieve good hires. Identify reasons for departure and apply resolutions where required.
		Annual legislative obligations are met	Manager Governance	No adverse reports from any levels of government	30 June 2022		Council is on track in terms of meeting its legislative obligations.
		Investigate shared service opportunities with New England Joint Organisation (NEJO) and neighbouring Councils	General Manager	Shared service opportunities identified and considered	30 June 2022		NEJO: Funded projects: TfNSW Customer Journey Resilience project; New England Road Network Strategy: roads business case from the (Thunderbolts Way).
		Implement Service Register					

Code	Principal Activities	Annual Action	Responsible Officer	Performance Measure	Target	Status	Comments
			General Manager	Service Register implemented	30 June 2022		Operational Plan 2021/22 reformatted by service areas with alignment to CSP, Delivery Program, actions, budget and FTE.
		Inculcate and maintain a safety culture	Risk Management & Safety Officer	Loss time injuries and return to work rates are monitored	30 June 2022		This will have lead targets set in February, and will work closely with HR
		Annual workplace clean up conducted	Executive Assistant to GM and Mayor	Clean up takes place	30 June 2022		Files updated Office cleaned out

15.6 INTEGRATED PLANNING AND REPORTING ENGAGEMENT UPDATE

Department: Corporate Services
Prepared by: Manager Governance
TRIM Reference: UINT/21/13755
Attachment: UINT/21/12293 Communications and Engagement Plan Overview

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.1 A strong, accountable and representative Council
Strategy: 4.1.1 Provide clear direction for the community through the development of the Community Strategic Plan, Delivery Program, and Operational Plan

SUMMARY:

1. This report presents the Community Engagement Plan to meet the requirements set in the Local Government Act 1993 for Integrated Planning and Reporting (IPR). See the communications and engagement plan overview (CEPO) at attachment 1.
2. It is a requirement for the Community Strategic Plan (CSP) and Delivery Program to be reviewed by the new term of Council.
3. A presentation on the engagement strategy was made to Councillors on 9 November 2021.

RECOMMENDATION:

That the report on Integrated Planning and Reporting Engagement Update be noted.

REPORT:

4. Leading the Council's planning hierarchy, the Community Strategic Plan identifies the community's main priorities and expectations for the future and ways to achieve these goals.
5. The IPR Framework includes:
 - a. The CSP Engagement Plan;
 - The CSP;
 - The Resourcing Strategy, addressing sustainable long term financial, asset management and workforce planning;
 - A four year Delivery Program (DP); and
 - An Operational Plan (OP) reviewed annually

The anticipated timeframe for reviewing the documents and presenting to Council is:

Community Strategic Plan	Ordinary Council 22 March 2022 - To be placed on public exhibition for 28 days
Delivery Program	Ordinary Council 26 April 2022 - To be placed on public exhibition for 28 days
Operational Plan	Extraordinary Council before 24 May 2022 – To be placed on public exhibition for 28 days and be adopted before 1 July 2022

CONCLUSION:

6. "Integration" is the key concept of the IPR Framework, adding to the range of governance frameworks that will guide Council, staff, our community and stakeholders in working together to meet the challenges and opportunities over the next ten years.

COUNCIL IMPLICATIONS

7. Community Engagement/Communication

See the communications and engagement plan overview (CEPO) at attachment 1.

A wide ranging and comprehensive community engagement program has been developed to gain community and stakeholder input, along with a review of existing Plans, so that the strategic planning aligns with the future vision and aspirations of the community. The engagement program commenced with listening posts in early 2021 and workshops with Councillors took place in November 2021 (Phase 1).

Phase 2 is due to commence in March 2022.

Citizens and stakeholders have contributed directly to the Council's work in developing the vision, strategies and outcomes which reflect the needs and priorities of the new Council and our community.

8. Policy and Regulation

Sections 402-406 *Local Government Act 1993*.

Integrated Planning and Reporting Handbook (Office of Local Government).

9. Financial/Long Term Financial Plan

The development of the CSP is funded in the budget. The Draft Delivery Program maps out the way Council will help to implement the CSP over the next four years. A Financial Strategy and Resourcing Strategy support the strategic directions of the Council.

10. Asset management/Asset Management Strategy

Asset Management Plans form part of the IPR Framework.

11. Workforce/Workforce Management Strategy

The Workforce Management Plan forms part of the IPR Framework.

12. Legal and Risk Management

It is a statutory requirement to engage with the community for Integrated Planning and Reporting documents.

13. Performance Measures

That the IPR documents be adopted by Council by 1 July 2022.

14. Project Management

Manager Governance.

Communications Officer.

Communications & Engagement Plan Overview

Project: Draft Community Strategic Plan

Introduction: The Community Strategic Plan is the Community’s document – a combined vision for the future from which the Development and Operational Plans can be developed. A robust engagement plan will enable it to effectively stimulate and capture ideas to contribute to the next reiteration of this plan.

Aim:

1. Create a range of opportunities for community input
2. To generate and capture interest in future planning for Uralla Shire
3. To test, validate and recreate current goals for the contemporary setting
4. To meet requirements for public exhibition


Scope of Engagement:

To harness the vision of Uralla Shire residents and ratepayer community for their Shire.

Level of Engagement:

For the majority of Stakeholders, the proposed level of engagement is centred on INVOLVE (incorporating inform and consult).

For Councillors, the proposed level of engagement is COLLABORATE (incorporating inform, consult and involve).



Inform	Consult	Involve	Collaborate
To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions	To obtain public feedback on analysis, alternatives and/or decisions	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered	To partner with the public in each aspect of the decision-making including the development of alternatives and identification of the preferred solution

Stakeholder Matrix:

Stakeholder	Involvement
All Uralla Shire LGA residents and ratepayers	Phases 1 – 2
Councillors	Phases 1 - 2
355 Committees	Phase 2 with specific notification
Community groups, eg <ul style="list-style-type: none"> • Business Chamber • Wider business community • Service Organisations • Schools and preschools • Churches • Sporting clubs 	Phases 1 – 2 with specific notification in phase 2
Owners of General Store	Phase 1 – 2
Uralla Council Staff	Phase 1 – 2

Communication and Engagement Timeline:

Consultation for the Community Strategic Plan will be held over two phases. Phase one includes drawing on the extensive community input over multiple and wide ranging community engagements over the last year.

The key engagement actions for each phase are listed below.

Phase	Date (*approx.)	Action	Communication
Phase 1 – Developing the Vision	February – October 2021	<i>Community input from all of this year including:</i> <ul style="list-style-type: none"> - Feb-April Listening posts - LSPS - Operational plan & budget - DCP - LTFP - Road priorities - Proposed projects list 	<i>Listening posts; Community engagement on range of topics – surveys; submissions; drop-in sessions</i>
	12 October 2021	<i>Mention at GM workshop seeking input on structure of November workshop session</i>	- <i>Face-to-face</i>
	30 October 2021	<i>Listening Post at Thunderbolts Festival</i>	- <i>Media release</i> - <i>Social media</i> - <i>Advertisement in Armidale Express (whole of Shire)</i> - <i>Webpage</i>
	9 November 2021	<i>Councillor planning session</i>	
	23 November 2021	<i>Engagement and Communication Plan overview submitted to Ordinary Meeting of Council</i>	- <i>Business Paper</i>
	Various during October/November	<i>Team-based vision workshops</i>	- <i>Internal</i>

	1 December 2021 – mid-January	<i>'Postcards: View from out of town' project Infographic posters throughout the Shire, visually depicting vision (see attachment 1) Postcards provided for residents and ratepayers to submit ideas and feedback (see attachment 2)</i>	<ul style="list-style-type: none"> - Media release - Promote in November & December newsletters - Web page - Social media - Postcards delivered to all General Stores and around towns (eg cafes)
	February 2022	<i>Draft Strategic Plan to February meeting of Council for endorsement to proceed place on public exhibition</i>	<ul style="list-style-type: none"> - Uploaded to website - Social media
Phase 2 - Draft Community Strategic Plan on public exhibition	1 – 31 March	<i>Draft document on 28 day public exhibition</i> <ul style="list-style-type: none"> • <i>'Pick-up' copies: Customer service centre, Bundarra and Uralla libraries and Visitor Information Centre, Bundarra, Kingstown, Kentucky, and Invergowrie General Stores</i> • <i>Email copies to stakeholder groups</i> 	<ul style="list-style-type: none"> - Public notice - Media release - Social media - Web page - Advertisement - Short video message

Attachment 1:

A3 Poster

Attachment 2:

Postcard

What are the best things about Uralla Shire?

Attributes of Uralla Shire:

- vibrant businesses
- lifestyle
- creative enterprising people
- community
- location: close to major centres
- walking trails
- the environment
- heritage
- independent
- climate
- our general stores
- welcoming
- aged care
- transport: train, plane roads
- paddock to plate

Uralla
URALLA SHIRE COUNCIL

REVIEW: COMMUNITY STRATEGIC PLAN

Throughout 2021, Council has collected ideas from the community through over 300 conversations at Listening Posts and drop-in sessions, plus over 600 public submissions. Some of the ideas that you've told us appear here on this poster.

As Council begins to draft the 2022 – 2032 Community Strategic Plan, we want to check in with you – what else must Uralla Shire consider as it moves into the future?

How can we make it even better?

Ideas for improvement:

- cheap, clean energy
- mobile phone coverage
- attract younger families
- seasonal worker accommodation
- EV charging stations
- partnerships
- Diversifying local economies
- More traineeships
- social activities for youth
- more local transport
- tech savvy primary industries
- specialised health care
- remote work hub
- internet access
- technological innovation
- accessibility
- 1. Take a postcard
- 2. Write what issues and ideas are most important to you
- 3. Drop into the designated 'post box' at your library or general store
- tiny homes
- bike trails

HAVE YOUR SAY

more info: uralla.nsw.gov.au/community/consultation

Attachment 2: Postcard

What are the best things about Uralla Shire & how can we make it even better?



HAVE YOUR SAY

1. Write your ideas on this postcard
2. Drop into the designated 'post box' at your library or general store



CONTRIBUTE TO THE COMMUNITY STRATEGIC PLAN REVIEW

15.7 PROPOSED OFFICE OF LOCAL RISK (OLG) MANAGEMENT AND INTERNAL AUDIT FRAMEWORK – SUBMISSION

Department:	Corporate Services
Prepared by:	Manager Governance
TRIM Reference:	UINT/21/13760
Attachment:	UINT/21/13768 – Councillor Comments on Draft Guidelines

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4.2	An effective and efficient organisation
Strategy:	4.2.6	Identify and manage risk associated with all Council activities and ensures a safe and healthy

SUMMARY:

1. OLG is seeking the views and feedback of Councils and other stakeholders on the draft *Guidelines for Risk Management and Internal Audit for Local Councils in NSW* prior to finalising the Guidelines.
2. The Guidelines can be accessed on the OLG's website
<https://www.olg.nsw.gov.au/councils/governance/risk-management-audit-and-internal-controls/risk-management-and-internal-audit-framework-for-local-councils-in-nsw/>
3. Councillors would be aware of the development of this new framework from Office of Local Government Circular 21-26 (24 August 2021). The above links were also brought to Councillor's attention via the report to ARIC for the 14 October 2021 meeting, in the Councillor Bulletin on 15 October 2021 and further a report was presented to Council on 26 October 2021.

RECOMMENDATION:

That the following submission be sent to the Office of Local Government:

At its Ordinary Council Meeting held on 23 November 2021, Uralla Shire Council considered the Office of Local Government's draft Risk Management and Internal Audit Guidelines and resolved to submit the following:

Submission 1: The Audit, Risk and Improvement Committee should include at least two Councillors as part of the membership.

Rationale: Whilst the independence of the Committee is recognised, it is also important for the Committee to include Councillors as Councillors provide important local knowledge and context.

Submission 2: The Councillor(s) attending ARIC should have voting rights

Rationale: So that there is value in the Councillor members' contribution.

REPORT:

4. In 2016 the *Local Government Act 1993* (the Act) was amended requiring Councils to appoint an Audit, Risk and Improvement Committee (ARIC).
5. A discussion paper, *A New Risk Management and Internal Audit Framework for Local Councils in NSW* was released in 2019 on the proposed model.
6. A report was presented to the 26 October 2021 Ordinary Council Meeting (Minute Number 21.10/21). The following was resolved:
 - I. That Council note the report on the proposed Risk Management and Internal Audit Framework.
 - II. That Councillors provide input out-of-session to a draft submission to the Office of Local Government to include:
 - a) The Councillor on the Committee be a voting member of the committee;
 - b) There should be two Councillor members on the committee;
 - c) Other points as raised; and
 - III. That Council consider the draft submission at the November 2021 Ordinary Meeting.

CONCLUSION:

7. Council may resolve to make a submission to the Office of Local Government and/or individuals can make a submission.

COUNCIL IMPLICATIONS

8. **Community Engagement/Communication**

The Office of Local Government is seeking feedback on its draft *Guidelines for Risk Management and Internal Audit for Local Councils in NSW*.

A draft letter of submission was circulated to Councillors on 27 October 2021.

Councillor Crouch provided information to the Manager of Governance / Councillors that he previously submitted (copy attached).

9. **Policy and Regulation**

OLG Internal Audit Guidelines

Risk Register

Enterprise Risk Framework

Enterprise Risk Management Policy 2021

Local Government Act 1993 (NSW)

10. **Financial/Long Term Financial Plan**

There are minimal financial implications to drafting the letter of submission.

11. **Asset management/Asset Management Strategy**

Nil.

12. **Workforce/Workforce Management Strategy**

The Risk Management element is now considered to be a function and can be shared across Councils.

13. **Legal and Risk Management**

Local Government Act 1993

Risks include: ability to attract ARIC members, Internal Auditors and Risk Management staff.
Resources to pay for ARIC fees and staff fees. The risk is considered to be low.

14. **Performance Measures**

Meet standards set by the Office of Local Government.

15. **Project Management**

Manager Governance

Comments on the second draft of “a New Risk Management and Internal Audit Framework for local Councils in NSW”

Whilst I support the changes made from the first draft, I do not believe they go far enough and have failed to address the fundamental flaw with the proposed ARIC arrangements. Local Government has a very different structure to Government Departments, and the model that suits government Departments does not suit local government.

I continue to have concerns about the proposed changes that relate to the further separation of the Audit Risk and Improvement Committee from the Governing Body, the control the general manager may have over the audit process, and the potential cost of the committee and its draw on council resources. These issues could prevent the intended changes achieving the goals of the amendments.

I make these comments as a councillor of 9 years, former chair of a government appointed board, a former senior executive officer in the NSW Government, and having completed extensive AICD training relating to board management.

My concerns (outlined in detail in my original submission, attached):

- 1. Further separation from the governing body by removal of Councillors as voting members and a reduction in the number of councillors from the Audit Risk and Improvement Committee;**
- 2. Granting a committee of Council the right to approve independently rather than recommend to the governing body;**
- 3. Appointment of the Chief Audit Executive by the General Manager; and**
- 4. Potential cost to Council**

Cr Bob Crouch

0428616885

Comments on “a New Risk Management and Internal Audit Framework for local Councils in NSW”

Introduction:

The need for an effective system of internal audit to provide a “*third line of defence*” against risk, and to “*provide council with a level of confidence that its goals and objectives will be achieved within an acceptable level of risk*” is strongly supported. As a councillor I strongly support many aspects of the discussion paper as outlined below and welcome its implementation.

However, I have concerns about the proposed changes that relate to the further separation of the Audit Risk and Improvement Committee from the Governing Body, the control the general manager may have over the audit process, and the potential cost of the committee and its draw on council resources. These issues could prevent the intended changes achieving the goals of the amendments.

The following commentary on these issues outline the reasons why I believe they could impact on the achievement of the goals of the amendments and put forward alternate approaches that I believe would be more effective in achieving the goals.

I make these comments as a councillor of 9 years, former chair of a government appointed board, a former senior executive officer in the NSW Government, and having completed extensive AICD training relating to board management.

What I Support:

1. Our Audit Risk and Improvement Committee currently provides a key mechanism for the governing body to meet its obligations under s.223 of the Local Government Act 1993, particularly points (c), (g) and (l). I welcome the overall approach towards alignment with the Australian Risk Management Standards and the integration of the risk management across all council functions.
2. Strengthening of the system of internal audit and the introduction of increased independence from management. Whilst we already have a relatively independent Audit Risk and Improvement Committee advice to the committee is driven through the General Managers Office. The revised system would substantially increase independence.
3. The prescribed development of a four-year strategic plan to guide council’s internal audits along with an annual audit plan. These should align and sit comfortably beside councils integrated planning and reporting framework.
4. The prescribed quarterly reporting to the Governing body. Whilst this is the current norm in our council the prescription will ensure an effective ongoing mechanism to ensure the governing body is kept well informed.
5. The provision of the opportunity to share internal audit resources is very strongly supported and fits well within the Joint Organisation roll and structure.

My Concerns:

- 1. Further separation from the governing body by removal of Councillors as voting members and a reduction in the number of councillors from the Audit Risk and Improvement Committee;**

I note one of the key drivers for the removal of councillors from the Audit Risk and Improvement Committee was the Botany Bay Council Inquiry that found among other issues “... *that whilst Botany Bay Council did have an internal audit function:*

- 1. “It lacked independence from council’s management and was prevented by the general manager from investigating the key operational areas and financial aspects of the council where corruption was occurring.”*

And the ensuing recommendations:

The Commission recommended that the internal audit model to be developed under the 2016 amendments to the Act be comparable to that which applies to state government agencies. The Commission specified in particular that the NSW Government:

- issue mandatory administration and governance directives to local government similar to those that apply to state government*
- require the composition and operation of audit committees to be similar to those that apply to state government agencies (i.e. all independent members), and*
- require the general managers of each council to regularly attest that its audit committee is operating in accordance with requirements.*

The Commission also noted that had the NSW Auditor-General been conducting council’s external audits (as now occurs) the corrupt conduct would have been detected much more quickly than it was. Specific to Botany Bay Council, but relevant to councils state-wide, the Commission also recommended that:

- council ensures that the implementation of both internal and external audit recommendations is considered by the governing body of the council when evaluating the performance of the general manager*
- council undertake a risk assessment (including an assessment of fraud and corruption risks) to inform its internal audit plan*
- council ensures that its internal audit function operates independently from management by reporting functionally to its Audit, Risk and Improvement Committee*
- council ensures that it has a robust system in place to monitor and report on the implementation of internal audit recommendations that is independent from management, and*
- the general manager reviews the Audit, Risk and Improvement Committee’s effectiveness and the adequacy of its arrangements to ensure that it fulfils the responsibilities of its charter and provides sufficient assistance to the governing body on governance processes.”*

The Discussion Paper, in developing its recommendations, still fails to taken proper account of the role of the Governing Body of Council as set out under S. 223 of the Local Government Act 1993. Particularly phrases:

“(c) to ensure as far as possible the financial stability of the council

(g) to keep under review the performance of council, including service delivery”, and

“(l) to be responsible for ensuring that council acts honestly, efficiently and appropriately.”

The Botany Bay Council Inquiry identifies the need for independence from council’s management and consequently recommends that council audit committees be composed of all independent members similar to state government agencies. The Inquiry does not recognise the independence of the Governing Body from management, and that independence, and indeed more effective oversighting, is achieved with representatives of the governing body on the audit committee.

The Inquiry does however recommend that:

- *council ensures that the implementation of both internal and external audit recommendations is considered by the governing body of the council when evaluating the performance of the general manager*
- *council undertake a risk assessment (including an assessment of fraud and corruption risks) to inform its internal audit plan*
- *council ensures that its internal audit function operates independently from management by reporting functionally to its Audit, Risk and Improvement Committee*
- *council ensures that it has a robust system in place to monitor and report on the implementation of internal audit recommendations that is independent from management, and*
- *the general manager reviews the Audit, Risk and Improvement Committee’s effectiveness and the adequacy of its arrangements to ensure that it fulfils the responsibilities of its charter and provides sufficient assistance to the governing body on governance processes.*

However, the first and possibly most important of these points does not appear to be brought forward to Core requirements outlined in the paper to be implemented in legislation/regulation.

The reality is that council senior managers will oversight the risk assessment and a corrupt general manager will quite happily sign off on the effectiveness and adequacy of the ARIC. Meanwhile requiring the Mayor consult with the general manager (rather than the governing body) in assessing the performance of committee members increases substantially the opportunity for the general manager to influence and control committee members performance reducing their independence from management.

The inclusion of councillors on the ARIC brings in another layer of information. Information generally not available to committee members that do not have a high public profile and are not subject to election. Councillors, by the nature of their role, are in contact with the community and like community policing will bring information to the committee that may inform and constructively direct formal audit and risk assessment. Councillors, whilst as a collective having the role of oversighting the General Manager and performance of Council, as individuals they are independent of management.

The inclusion of councillors is not inconsistent with the recommendations resulting from the Botany Bay Council Inquiry that audit committees be composed of members independent of management. Councillors, under the Local Government Act 1993, are independent of management and bring valuable information to the committee.

2. Granting a committee of Council the right to approve independently rather than recommend to the governing body.

Council committees, unless otherwise delegated by the governing body recommend decisions to the governing body for determination. They only have the right to approve when delegated by the governing body. If this legislation is implemented as outlined in the paper, point (a) under Core Requirement 5 gives the Audit Risk and Improvement Committee the power to approve (albeit in consultation with the governing body) the strategic plan for the committee: A plan for which the governing body can be held accountable.

This point is in direct conflict with the statement Under the detailed description of Core 1 point (a) *“The Audit, Risk and Improvement Committee is to provide an advisory and assurance role only”*, and :Audit risk and improvement committee: role and responsibility table, *“Advisory”*, dot point 1 *“providing overall strategic and executive directions for internal audit activity”*.

The detail under Core requirement 6, How to perform and report internal audits, point (d), if implemented as outlined gives the Audit Risk and Improvement Committee the authority to prevent the government body from accessing internal audit information. The Audit, Risk and improvement committee is given the determining power to deny a request by resolution from the Governing Body. This is not satisfactory given that the governing body is accountable for the performance of the council.

Legislating the rights and authority of the committee to be above those of council undermines the authority and role of the elected, and accountable governing body.

I propose s428A Internal Audit be modified under endorsement to include the statement *prior to approval by the governing body of council* similar to the endorsement statement under Risk Management. This modification clarifies and properly reflects the relative roles in the organisation of council.

3. Appointment of the Chief Audit Executive by the General Manager

While ever the Chief Audit Executive is appointed by the General Manager, they can be influenced by the General Manager compromising the independence of the position and role. This defeats the entire purpose of the amendments.

The proposed changes to the local Government Act combined with the unique structure of Local Government, with an independent elected governing body, provide the opportunity to achieve absolute independence of Audit Risk and Improvement management and process from management.

Through modification of the Act it would be possible to enable the Chief Audit Executive to be a second position directly appointed and accountable (through the Audit Risk and Improvement Committee) to the governing body. This would ensure absolute independence from management.

This would also overcome “strange” components of the current proposals that include endorsement of *the appointment and remuneration of the Chief Audit Executive* by the ARIC. What if the ARIC does not endorse? This then becomes a dispute to be determined by the governing body. It is much simpler, cleaner and transparent for the governing body to be responsible for the process in the first instance.

It is already proposed that the role and responsibilities of the Chief Audit Executive be defined in the Act. It is a relatively simple matter to make the governing body responsible for the appointment and remuneration as they are for the general manager. This also avoids the risk of actual or perceived preferential bias in the appointment by the general manager.

4. Potential cost of the committee and its draw on council

S 223 of the Local Government Act 1993 point (1) (c) sets out one of the key roles of the governing body as “*to ensure as far as possible the financial sustainability of the council.*” Each council decision is prefaced by the impact it will have on the financial sustainability of council. However, under the proposed legislation council will be required to pay for:

- external review of members performance
- strategic external review of the Committee
- the resources associated with implementing an *appropriate and effective risk management framework*
- the establishment of a positions of Chief Audit Executive and risk Management Coordinator
- the provision of written reports from senior council management
- the appearance at the committee of staff and contractors as required by the committee
- Legal or other professional or subject matter expert advice, as the committee considers necessary (subject to the prior approval of council)
- The preparation of an annual assurance report
- Secretariat support for the committee

Council will be *required to provide the resources needed to*

- *Implement a risk management framework appropriate to the council*
- *Deliver the risk treatments and internal controls needed to ensure the councils risks are appropriately managed.*

This forms part of the governing body’s responsibility for approving the council’s budget.

The Audit Risk and Improvement Committee is to advise the governing body of the resources needed.

I am concerned at the level of additional cost of implementing the requirements as outlined and the potential impact on works on the ground. This will need working through in some detail to determine the additional costs required above council’s current spend on audit, risk and improvement that are not currently included in council’s long- term financial plan.

I strongly support the opportunity to share resources through the Joint Organisation structure and notes that an effective risk and internal audit system may result in cost savings through a continuous improvement program.

Council recognises that at the corporate level there are potential savings to be made through internal audit identifying potential inefficiencies and risk within the council's organisation. However, I am concerned that the cost of identifying these risks and savings may exceed the actual savings to be made.

CONCLUSION

I do not believe the proposed framework will achieve the outcomes sought.

The main challenge to our council will be in resourcing the proposed framework. The cost of implementation may substantially exceed the potential gains.

The proposed framework compromises the independence of the Chief Audit Executive by their appointment by the General Manager. Therefore, it does not have all the important elements of an effective internal audit and risk framework.

The proposed framework does not capitalise on the unique structure of local government with a governing body that, by legislation, is independent from management. By failing to recognise this independence the proposed framework sets in place a system that could compromise the elected, accountable, governing body while enabling the general manager to do whatever they want to.

Suggested improvements to the framework have been included in the text.

Cr Robert Crouch

0428616885

15.8 LOAN BORROWING POLICY 2021



Department: Corporate Services
Prepared by: Director of Corporate Services/CFO
TRIM Reference: UINT/21/13593
Attachment: UINT/21/7406 – Draft Loan Borrowing Policy 2021

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.2 An effective and efficient organisation
Strategy: 4.2.2 Operate in a financially responsible and sustainable manner
Activity: 4.2.2.1 Maintain and control financial system and improve long term financial sustainability
Action: 4.2.2.1.9 Adequate and effective controls in place for all financial management functions and implement procurement and financial control recommendations adopted by the Audit Risk and Improvement Committee

SUMMARY:

1. The purpose of this report is to recommend that Council resolve to publicly exhibit the Draft Loan Borrowing Policy 2021 for a period of 28 days.

RECOMMENDATION:

That Council:-

- i. Publicly exhibit the draft Loan Borrowing Policy 2021 for a period of 28 days; and
- ii. Adopt the Loan Borrowing Policy 2021 if no changes are suggested during the public notification period.

REPORT:

2. At the October 2021 Audit Risk and Improvement Committee (ARIC) Meeting a draft Loan Borrowing Policy was presented for review.
3. The ARIC recommended the following amendments to the draft policy:
 - a. 'Objective' be renamed 'Purpose', and consider adding a 'scope section'; and
 - b. Lumpy Assets be renamed to 'Substantial Assets'; and
 - c. 2.1.3 delete 'that a prudent person would exercise'; and
 - d. 2.1.5 add the words 'where deemed appropriate to do so'; and
 - e. Edit 5.1 Council must have resolved to borrow funds 'with an express resolution for each loan'; and
 - f. 7.1 h. Table reverse the table i.e. 'Term' then 'Borrowing Amount'; and
 - g. 7.1 i. add: that all Council decisions to borrow money will consider Council's capacity to pay and the effect on its borrowing ratio; and
 - h. 7.1 f. delete

4. The amendments as proposed by the Committee have been made except for the following:
 - a. 'Objective' was not renamed to 'Purpose' because that would be inconsistent with our standard policy wording; and
 - b. Borrowing ratio was replaced with Debt Service Ratio to be consistent with the ratio used in the annual financial statements.

CONCLUSION:

5. It is recommended that Council endorse the draft Loan Borrowing Policy and resolve to publicly exhibit it for a period of no fewer than 28 days.

COUNCIL IMPLICATIONS:

6. **Community Engagement / Communication**

The draft Loan Borrowing Policy will be placed on public exhibition for a minimum of 28 days.

7. **Policy and Regulation**

Local Government Act 1993 (NSW) – Part 12

Local Government (General) Regulation 2021 (NSW) – regulation 229

Minister's Borrowing Order

Local Government Circular 09-21

Australian Accounting Standards

8. **Financial / Long Term Financial Plan**

Borrowings will have an effect on financial performance and indicator

9. **Asset Management / Asset Management Strategy**

The Loan Borrowings Policy will support Council's asset management processes.

10. **Workforce / Workforce Management Strategy**

Nil

11. **Legal and Risk Management**

Per policy

12. **Performance Measures**

Per policy

13. **Project Management**

Chief Financial Officer



DRAFT

Policy:

Loan Borrowing

2021

INFORMATION ABOUT THIS DOCUMENT

Date Adopted by Council		Resolution No.	
Document Owner	<i>Director Corporate Services</i>		
Document Development Officer	<i>Manager Governance</i>		
Review Timeframe	<i>Every 4 years</i>		
Last Review Date:		Next Scheduled Review Date	

Document History

Doc No.	Date Amended	Details/Comments eg Resolution No.
0.1	18 June 2021	New document UINT/21/7406 – draft to ARIC 12 August 2021
<u>0.2</u>	<u>11 November 2021</u>	<u>UINT/21/7406 – incorporate amendments recommended by ARIC</u>

Further Document Information and Relationships

List here the related strategies, procedures, references, policy or other documents that have a bearing on this Policy and that may be useful reference material for users of this Policy.

Related Legislation*	<i>Local Government Act 1993</i> <i>Local Government (General) Regulation 200521</i>
Related Policies	
Related Procedures/ Protocols, Statements, documents	Minister’s Borrowing Order Local Government Circular 09-21 Australian Accounting Standards.

Note: Any reference to Legislation will be updated in the Policy as required. See website <http://www.legislation.nsw.gov.au/> for current Acts, Regulations and Environmental Planning Instruments.

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DRAFT

1. OBJECTIVES

- 1.1. The objectives of Council's Loan Borrowing Policy are to:
- 1.1.1. detail Council's planned financial management strategy for existing and future debt;
 - 1.1.2. provide guidance for the prudent borrowing of funds.

2. POLICY

- 2.1. It is Council's policy that in relation to loan borrowing Council will:
- 2.1.1. Minimise the cost of borrowing;
 - 2.1.2. Have regard to the long term and cumulative effects of Council's borrowing decisions;
 - 2.1.3. Exercise reasonable care and diligence ~~that a prudent person would exercise~~ when borrowing funds.
 - 2.1.4. Not borrow for operating costs.
 - 2.1.5. Borrow for new/upgrade capital projects to spread the cost of the new asset over future users where deemed appropriate to do so.
 - 2.1.6. Borrow for community groups where they can demonstrate the capacity to repay the loan.

3. DEFINITIONS

- Borrowing:** Cash received from another party in exchange for future payment of the principal, interest and other finance charges.
- Borrowing Costs:** Interest and other costs that an entity incurs in connection with the borrowing of funds.
- Borrowing Facility:** Is a loan that is not drawn down (borrowed against) completely when approved, but allows for a series of timed borrowings over a period of time, up to the maximum of the facility. These are generally used for property development.
- Council:** Means the Uralla Shire Council.
- External Borrowings:** Includes raising and obtaining, in any way, money, credit and other financial accommodations from sources external to Council.
- Loan Break Costs:** Costs associated with paying out a loan prior to the loan expiry date
- Long Term Credit Rating:** Is a forward looking opinion about credit risk, by a recognised and reputable rating agency, as allowed under the Ministerial Investment Order.
- Lumpy-Substantial Assets:** These are assets that when due for renewal represent the entirety of an asset, not just a component thereof, and are of a high value, normally in excess of \$500,000. An example would be replacing a major bridge.
- Ordinary Rates:** Has the same meaning as determined by the *Local Government Act 1993*.
- Debt Service Ratio:** Operating result before capital excluding interest and depreciation/impairment/amortisation, divided by principal repayments plus borrowing costs

Security: In accordance with the *Local Government Act 1993*, security for any loan will only be given over the future Ordinary Rates of Council.

Variable Interest: Interest that fluctuates over the life of the loan and is usually pegged to a benchmark rate, such as the bond rate.

4. LIMITATIONS

4.1 Current borrowing restrictions are prescribed in the Local Government Borrowing Order which states:

A Council shall not borrow from any source outside the Commonwealth of Australia nor in any other currency other than Australian currency.

4.2 Council has also determined that in addition to this the following limitations will apply:

4.2.1 That the total amount of borrowings outstanding is not to exceed 2.5 times the total amount of Ordinary Rates, including Special Rates, in one year; and

4.2.2 That the total amount of borrowings is not to exceed a Debt Service Ratio of two times (as disclosed in the Fit for the Future documentation).

5. AUTHORISATION

5.1 Council must have resolved to borrow funds with an express resolution for each loan as part of its Delivery Program and annual budget, before funds are borrowed; and

5.2 The General Manager has the authority to accept loan offers, subject to the borrowing amount being previously approved by Council and the requirements of this policy being adhered to.

6. INTERNAL BORROWING

6.1 Funds can be borrowed internally, within the Sections 7.11 and 7.12 Reserves, only for the purpose of other Sections 7.11 and/or 7.12 works. These funds cannot be used to fund works that are not part of the Section 7.11 and/or 7.12 works schedule; and

6.2 Funds can be used from Externally Restricted Cash, as an Internal Loan, as a replacement for an external loan borrowing, on the basis that the interest rate to be charged is pegged at 0.25% below the external rate. All of these borrowings must be approved by Council resolution, and cannot be delegated, and also be in accordance with this policy, as if it was an external loan. Approval must be sought by the Minister in accordance with Section 410(3) of the *Local Government Act 1993*.

7. PRINCIPLES

7.1 In determining the need for any new borrowings, the following criteria will be considered:

- a. Borrowings are not a form of revenue and do not replace the need for Council to generate sufficient operating revenue to service its operating requirements;
- b. Council aims to finance capital works and new assets to the greatest extent possible from revenue, grants, subsidies or any specific reserves primarily established to fund capital works;
- c. New assets, that are income producing, may be funded from debt;
- d. Loan Borrowings should be limited to renewal of “lump substantial” assets or new income producing assets;
- e. Financing of major infrastructure assets requires a strategic approach to evaluate the risk exposure to Council;
- f. Council will not enter into any financing arrangements which involve the repayment of interest only;
- g.f. There will be no long term debt to finance operating activities, non-capital projects or recurring expenditure of Council;
- h.g. The term of the loan should not exceed the expected economic life of the asset being funded subject to the maximum periods below:

Term	Borrowing Amount
Max 10 Years	\$500,000 to \$1,000,000
10-15 Years	\$1,000,000 to \$2,000,000
15-20 Years	Greater than \$2,000,000

Variations to the above maximums will require a resolution of Council;

- h. Any proposed borrowing amounts must be contained in Council’s Long Term Financial Plan, Delivery Program and Operational Plan;
- i. All Council decisions to borrow money will consider Council’s capacity to pay and the effect on its debt service ratio;
- j. Current and estimated future revenues. Where possible loans should only be raised for income producing products, however this will not apply to non-income generating assets such as roads and stormwater drainage. These works will only be considered if the project can demonstrate long term savings by bringing works forward;
- k. Strategic planning for the future of Council covering short, medium and long term;
- l. Inter-generational equity considerations in terms of ratepayers who benefit from the expenditure and therefore on a user pays basis, who should pay for the costs associated with such expenditure;
- m. Current and future funding needs for capital expenditure;
- n. Potential movements in interest rates and associated debt servicing costs;

- o. That the structure of the borrowing is appropriate for the nature of the asset being funded; [and](#)
- p. Any other strategic imperative that is linked to revenue and expenditure capacities.

8. DETERMINATION OF THE APPROPRIATE LENDING INSTITUTION

- 8.1 Once borrowing has been approved by Council, within its Delivery Program and annual budget, a quotation process will be conducted whereby appropriate lending institutions will be invited to submit written quotations on Council's borrowing requirements:
 - a. Loans of up to \$2,000,000 will require three quotations from Institutions in accordance with the restrictions within this policy; and
 - b. Loans greater than \$2,000,000 will require Council to tender for the loan, which may include a borrowing facility.
- 8.2 Quotations/Tenders will only be sought from institutions with a long term credit rating of A- or above.
- 8.3 Written quotations/tenders must include:
 - a. Interest rate
 - b. Term of the loan;
 - c. Repayment intervals;
 - d. Repayment instalment amount; and
 - e. Any applicable fees.
- 8.4 Interest rates may be fixed or variable for the term of the loan, such as a percentage above the current bill rate;
- 8.5 Tenders for loans over \$2,000,000 will rely on the number of tender responses received;
- 8.6 Appropriate and acceptable documentation must be provided to Council by any prospective lender during the quotation /tender process; and
- 8.7 The calculation of any loan break costs must be clearly set out in the loan documentation.

9. COMPLIANCE AND MONITORING

- 9.1 A monthly reconciliation of all borrowings, including accrual of interest, will be completed by the Responsible Accounting Officer and included in the Council's monthly report on Investments; and
- 9.2 Borrowing costs and borrowings will be treated in Financial Statements and all Financial Reporting in accordance with the Australian Accounting Standards.

15.9 COUNCIL DELEGATION TO THE GENERAL MANAGER – DECLARATION OF ELECTION 2021

Department: Corporate Services
Prepared by: Manager Governance
TRIM Reference: UINT/21/13710
Attachments: UI/21/5784 Circular 21-30
UI/21/6802 Pre-Election Guide

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: Strong, accountable and representative Council

Strategy: Provide open, accountable and transparent decision making for the community

SUMMARY:

1. Section 233 (2) of the *Local Government Act 1993* states the following:
 - (2) *The office of councillor—*
 - (a) *commences on the day the person elected to the office is declared to be so elected, and*
 - (b) *becomes vacant on the day appointed for the next ordinary election of councillors, or on the occurrence of a casual vacancy in the office.*
2. Section 230 (3) of the *Local Government Act 1993* states the following:

The office of mayor--

 - (a) *commences on the day the person elected to the office is declared to be so elected, and*
 - (b) *becomes vacant when the person's successor is declared to be elected to the office, or on the occurrence of a casual vacancy in the office.*
3. This means that all current Councillors cease to hold their civic offices on election day 4 December 2021, however the Mayor remains in office until the declaration of election is made.
4. Council will be without a governing body from 4 December 2021 until the declaration of the election.

RECOMMENDATION:

That the General Manager be delegated all delegable functions between the 4 December 2021 and the date the declaration of the 4 December 2021 election is made.

REPORT:

5. The Office of Local Government have recommended: Prior to the election, *Councils should ensure that appropriate delegations are in place for their General Managers so that they can continue to exercise the functions of the Council as required in the period between election day and the first meeting of the Council following the election.* (Pre-Election Guide 2021)

CONCLUSION:

6. Council should consider delegating all delegable functions to the General Manager as advised by the Office of Local Government so that the General Manager can exercise the functions of the Council as required in the period between election day and the date of declaration of the vote.

COUNCIL IMPLICATIONS

7. **Community Engagement/Communication**

The Office of Local Government distributed Circular 21-30 to Council on 5 October 2021.

8. **Policy and Regulation**

Local Government Act 1993

Office of Local Government Pre-Election Guide 2021

Office of Local Government Circular 21-30 to Council on 5 October 2021

9. **Financial/Long Term Financial Plan**

N/A

10. **Asset management/Asset Management Strategy**

N/A

11. **Workforce/Workforce Management Strategy**

N/A

12. **Legal and Risk Management**

Appropriate delegations so that the General Manager can continue to exercise the functions of Council assists in minimising any risk.

13. **Performance Measures**

That the Council continues to function and meet any statutory requirements.

14. **Project Management**

N/A

Circular Details	21-30 / 5 October 2021 / A784861
Previous Circular	21-20 Postponement of the local government elections to 4 December 2021
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Councils to Implement

Pre-Election Guide for Councils

What's new or changing

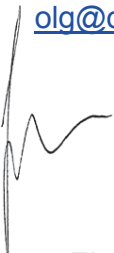
- The Office of Local Government (OLG) has prepared a *Pre-Election Guide for Councils*.
- The Guide provides updated and comprehensive guidance to councils on key tasks that need to be completed prior to the council election. The Guide also provides guidance to councils on the rules, restrictions and other considerations that apply to the decision's councils make and the way they exercise their functions in the lead up to the election.

What this will mean for your council

- Councils' elections will be held on **4 December 2021**.
- The Guide provides guidance on the following:
 - the preparation and confirmation of non-residential rolls
 - the use of council resources for election purposes
 - staff political activities in the lead up to the elections
 - council publications during the "regulated period" in the 40 days prior to the election
 - publication of the end of term report
 - attendance by the mayor and councillors at council and community events prior to the election
 - media comment by the mayor and councillors prior to the election
 - caretaker restrictions in the 4 weeks preceding election day
 - planning for the first council meeting following the election
 - delegations to the general manager during the election period.

Where to go for further information

- The *Pre-Election Guide for Councils* is available on the 2021 Local Government Elections webpage on OLG's website [here](#).
- For further information, contact the Council Governance Team on 4428 4100 or olg@olg.nsw.gov.au.



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Pre-election guide

for councils

2021



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Introduction

This Guide provides guidance to councils on key tasks that need to be completed prior to the council election. The Guide also provides guidance to councils on the rules, restrictions and other considerations that apply to the decisions councils make and the way they exercise their functions in the lead up to the election.

Preparation and confirmation of non-residential electoral rolls

Under the *Local Government Act 1993* (the Act), all non-resident owners, occupiers and ratepaying lessees of rateable land in each local government area are eligible to vote at council elections. These electors are referred to below as 'non-residential electors'.

There are two non-residential rolls:

- the roll of non-resident owners of rateable land, and
- the roll of occupiers and rate-paying lessees.

These are referred to below as the non-residential rolls.

After each election, the non-residential rolls lapse and the general manager must prepare new rolls for the next election and keep them updated.

Councils need to ensure that everyone eligible to vote at their elections, including non-residential electors, can do so.

Councils should provide information, including eligibility criteria and the process for making a

claim for inclusion on the non-residential rolls on their websites.

Councils should also make their customer service staff aware of this so that they can assist any person wishing to make a claim for inclusion on the rolls.

The non-residential rolls must include the names of the persons who:

- have applied, at any time, for the inclusion of their name in the relevant roll, and
- on the closing date (40 days prior to the election) are, in the opinion of the general manager, qualified for inclusion in that roll.

This means that when preparing the non-residential rolls, the general manager must:

- include the names of all persons who have previously applied for enrolment, and
- check that those persons continue to be eligible to be enrolled.

Forty days before election day, general managers must finalise the non-residential rolls.

In the case of council elections administered by the Electoral Commissioner, the general manager must certify each roll as being, in the general manager's opinion, a roll of the persons who on the closing date are qualified for inclusion in the roll. The Commissioner must confirm the non-residential rolls after they are certified by the general manager.

In the case of council elections administered by a provider other than the NSW Electoral Commissioner, the general manager must confirm each roll if, in the general manager's opinion, the roll contains the names of the persons who on the closing date are qualified for inclusion in the roll.

Further information about the preparation of non-residential rolls is available at the NSW Electoral Commission's website at www.elections.nsw.gov.au.

Use of council resources, council publications and other activities prior to the elections

Councils and all council officials should be mindful of the need to maintain community confidence in the integrity of the performance of the council's functions and activities in the lead-up to elections.

Councils also need to be mindful of how the community may perceive any of their activities or actions during this time.

Use of council resources for election purposes

Council resources (including council information) are public resources and must be used ethically, effectively, efficiently and carefully.

The rules governing the use of council resources for election purposes are prescribed under the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct) and councils' codes of conduct. There are two key obligations:

- Cause 8.17: This provides that council resources (including council staff), property or facilities must not be used for the purpose of assisting anyone's election campaign unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.
- Cause 8.18: This provides that council letterhead, council crests, council email or social media or other information that

could give the appearance it is official council material must not be used for the purpose of assisting anyone's election campaign.

Councils and all council officials should consider the following matters to ensure compliance with clauses 8.17 and 8.18:

- council "resources" include council ICT (including phones, social media sites, phone, email addresses), intellectual property, staff and council facilities
- council resources including intellectual property should not be used by candidates in such a way to suggest they are supported or endorsed by the council
- the prohibition on the use of council resources does not only apply to each councillor's election campaign – it also applies to the election campaigns of others including other candidates
- the prohibition on the use of council resources also applies to council staff campaigning for election to another council or council staff supporting the election campaign of other candidates
- it is permissible to use council facilities but on the same terms as all other candidates including the payment of any advertised fee for use
- breaches by councillors and staff are grounds for disciplinary action.

Staff political activities

There is no outright ban on staff participation in candidates' campaigns under the Model Code of Conduct.

This is in recognition of the implied freedom of political communication under the Australian Constitution. This provides that legislation cannot impermissibly burden political communication (including participation in political activities) other than for a legitimate public purpose and only in a way that is proportionate to that purpose.

However, clause 7.5(b) of the Model Code of Conduct places an obligation on staff to

ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Risks to manage in relation to staff participation in political activities include the following:

- staff do not participate in campaigning activities during work time
- staff do not use council resources for campaigning purposes (see clauses 8.17 and 8.18)
- managing interactions between staff and councillors whose campaigns they are supporting
- managing community perceptions arising from council staff participation in councillors' campaigns.

Council publications during the "regulated period"

To keep elections fair, and ensure voters are not misled, there are strict rules about the information that candidates and their supporters can publish or distribute.

These rules are prescribed under the *Local Government (General) Regulation 2021* (the Regulation) and are enforced by the relevant election manager.

These rules apply during what is known as the "regulated period". The "regulated period" starts when the electoral rolls close 40 days before election day and ends on election day.

The key requirement is that all "electoral material" published or distributed during the "regulated period" must contain the name and address of the person who authorised the material and the name and address of the printer.

This is an important electoral integrity measure which is designed to ensure electors can verify the bona fides of electoral material that is printed, published, distributed, or publicly

displayed for campaigning purposes during the "regulated period".

The key definitions are contained in clause 356A of the Regulation.

"Electoral material" is defined very broadly under the Regulation. It means anything, including without limitation a 'how-to-vote' card, poster or advertisement, containing "electoral matter" (whether in a tangible or an electronic form).

"Electoral matter" is in turn defined to include:

- any matter that is intended or calculated or likely to affect or is capable of affecting the result of any election held or to be held or that is intended or calculated or likely to influence or is capable of influencing an elector in relation to the casting of his or her vote at any election, or
- the name of a candidate at any election, the name of the party of any such candidate, the name or address of the committee rooms of any such candidate or party, the photograph of any such candidate, and any drawing or printed matter that purports to depict any such candidate or to be a likeness or representation of any such candidate.

Councils need to be aware that their publications may contain "electoral matter" and may therefore be inadvertently captured within the definition of "electoral material".

Whether a council publication constitutes "electoral material" is an assessment that needs to be made by each council on a case-by-case basis.

A council publication that makes no reference to the mayor or councillors who are candidates and does not carry their images or statements will not constitute "electoral material" if it is not intended or likely to affect voting at the election.

However, council publications that promote the achievements of the council may potentially have this effect and therefore may

constitute “electoral material” even if they do not carry the images or statements of the mayor or councillors.

Affected publications may include:

- the mayoral column where the mayor is a candidate
- any publication or material carrying the name and/or images of the mayor or councillors who are candidates
- the end of term report – because this identifies the activities and achievements of the council over its preceding term, it has the potential to impact on voting at the election (further information on this is provided below).

The requirements that apply to council publications published or distributed during the “regulated period” containing “electoral matter” can be easily satisfied by including in it the name and address of the general manager and the printer of the publication.

However, the perceptions that this may give rise to, including that the council is a participant in the election and that council resources may be seen to have been utilised to support the campaigns of the incumbent mayor and councillors, are not as easily addressed.

Mitigation strategies to address this risk may include:

- publishing the mayoral column in the 40 days preceding the election as a generic council column
- deferring issuing potentially affected publications until after the election.

Publication of the end of term report

Under the currently applicable (March 2013) *Integrated Planning and Reporting Guidelines for Local Government in NSW*, a report on the progress of implementation of the Community Strategic Plan (the end of term report) must be presented at the final meeting of an outgoing

council.

Because the end of term report identifies the activities and achievements of the council over its preceding term it may potentially constitute “electoral material” for the purposes of the Regulation because of its potential to impact on voting at the election.

The provisions in the Regulation relating to “electoral material” do not prevent the end-of-term report being presented to the council or from being published on a council’s website as part of the business papers of the meeting.

However, councils should be mindful of the requirements of the Regulation relating to “electoral material” when issuing the end of term report as a publication during the “regulated period”.

Attendance at community events

Mayors and councillors will continue to need to exercise their official functions in the lead up to the election. This is both permissible and appropriate.

Mayors or councillors who are candidates may continue to attend or preside over council-arranged or community events in the lead up to the election in an official capacity.

However, mayors or councillors who are candidates must not use council arranged events that they attend in an official capacity to actively campaign for re-election.

Media comment

There is nothing to prevent the mayor or councillors who are candidates from offering media comment, provided that comment is not made in an advertisement, newspaper column, or a radio or television broadcast paid for by the council or produced by the council or with council resources.

When making media and any other public comment, mayors and councillors should continue to comply with the council's adopted media policy.

Council decision-making

Caretaker restrictions

Under the Regulation, councils are required to assume a "caretaker" role in the four weeks preceding the election day (see clause 393B).

The caretaker restrictions are designed to prevent outgoing councils from making major decisions that will bind the new council or limit its actions.

The caretaker period for the 4 December 2021 local government elections commences on Friday 5 November 2021 and ends on Saturday 4 December 2021.

During the caretaker period, councils, general managers and other delegates of councils (other than a joint regional planning panel, a local planning panel or the Central Sydney Planning Committee) must not exercise the following functions:

- enter into any contract or undertaking involving an expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council's revenue from rates in the preceding financial year (whichever is the larger)
- determine a "controversial development application", except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period, or
- appoint or reappoint the council's general manager (except for temporary appointments).

"Controversial development application" means a development application for designated development under section 4.10 of the *Environmental Planning and Assessment Act 1979* for which at least 25 persons have made submissions during community consultation.

Councils should plan ahead to avoid the need to make these types of decisions during the caretaker period.

In certain circumstances, these functions may be exercised with the approval of the Minister.

Timing of the first meeting of the new council following the election

In response to changing postal delivery services, on the advice of the NSW Electoral Commission, the time for the receipt of postal votes has been extended to 13 days after election day.

This change has been made to provide a greater opportunity for valid postal votes to be received and counted.

This change will mean that the council elections held on 4 December 2021 are not likely to be declared before 21 December 2021.

Councils should schedule the timing of their first meetings following the election on this basis.

Councils that elect their mayor must hold a mayoral election within 3 weeks of the declaration of the ordinary election and are required to schedule a meeting for this purpose within 3 weeks of the declaration of the election.

When scheduling the first meeting following the election, councils will also need to factor in the Christmas/New Year period.

Delegations during the election period

Under the Act, all current councillors and mayors elected by the councillors cease to hold their civic offices on election day 4 December 2021.

This means that councils will be without a governing body from 4 December 2021 until the declaration of the election between 21 and 23 December 2021 at the earliest.

Because the declaration of council elections will coincide with the Christmas/New Year period, it is possible that some councils may not meet for some time after election day.

As noted above, councils that elect their mayor will be required to meet within 3 weeks of the declaration of the ordinary election to hold a mayoral election.

Prior to the election, councils should ensure that appropriate delegations are in place for their general managers so that they can continue to exercise the functions of the council as required in the period between election day and the first meeting of the council following the election.

Councils may wish to consider delegating all delegable functions to the general manager at the last meeting before the election for the period between election day and the first meeting of the council following the election.

Councils that elect their mayors will not have a mayor in the period between election day and the first meeting after the election when the mayoral election is held.

There is nothing to prevent councils from authorising the general manager to exercise the civic and ceremonial functions normally exercised by the mayor during this period in the absence of a mayor.

The Office of Local Government is aware that some councils that elect their mayors have expressed a preference that the outgoing

mayor should continue to exercise the functions of mayor in the period between election day and the holding of the mayoral election after the election.

There is nothing to prevent councils from authorising the outgoing mayor to continue to exercise the civic and ceremonial functions normally exercised by the mayor during this period in the absence of a mayor should they wish to do so, (even though the outgoing mayor will have ceased to hold any civic office in the council as of the day of the election).

Given the possibility that the outgoing mayor may not be re-elected at the election and may therefore cease to be accountable to the council and the community, councils should refrain from making any delegations to the outgoing mayor.



15.10 DA-43-2021 – CONSTRUCTION OF WIND TURBINE - 24
MCDONALDS LANE – ROCKY RIVER



Department:	Infrastructure & Development		
Prepared by:	Manager of Development and Planning		
TRIM Reference:	UINT/21/13372		
Attachments:	UINT/21/13377	1.	Assessment Report
	UI/21/6586	2.	Plans
	UINT/21/13392	3.	Redacted submissions
	UINT/21/13884	4.	Development application
	UINT/21/13891	5.	Correspondence

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	2.1	An attractive environment for business, tourism and industry
Strategy:	2.1.4	Implement tools to simplify development processes and encourage quality commercial, industrial, and residential development
Activity:	2.1.4.1	Process building and development application
Action:	2.1.4.1.1	Assess and determine development, construction, and other regulatory applications

NOTE TO COUNCILLORS:

In accordance with the provisions of S375A of the *Local Government Act 1993*, a Division is to be called whenever a motion for a planning decision is put to the meeting, for the purpose of recording voting on planning matters.

SUMMARY:

1.

Proposal:	Construction of wind turbine
Property description:	Lot 52 DP 755846 - Assessment 9128
Applicant:	Antonius Vanden Hoogen
Owners:	Antonius and Deborah Vanden Hoogen
Zoning:	R5 Large Lot Residential
Date received:	11 August 2021
Public notification or exhibition:	Yes
Notification period	12 August 2021 – 27 August 2021 (information requests 14 September 2021 and 12 October 2021)
Number of submissions	Two

RECOMMENDATION:

That Council resolve to refuse Development Application 43/2021 for a wind turbine at 24 McDonalds Lane Rocky River, being Lot 52 DP 755846 as:

- I. Pursuant to Section 4.15(1)(a)(i) of the Environmental Planning and Assessment Act 1979 and Part 2.3 of Uralla Local Environmental Plan 2012, the proposed development fails to demonstrate its compliance with the objectives of the RU2 Rural Landscape zone in so far as it is an incompatible land use.*
- II. Pursuant to Section 4.15(1)(a)(iii) of the Environmental Planning and Assessment Act 1979 and Clause 4.7 of the Uralla Development Control Plan 2011, the proposed development is within 25 metres of the property boundary.*
- III. Pursuant to Section 4.15(1)(b) of the Environmental Planning and Assessment Act 1979, the proposed development fails to demonstrate that the environmental amenity impacts are acceptable.*
- IV. Pursuant to Section 4.15(1)(c) of the Environmental Planning and Assessment Act 1979, the proposed development fails to demonstrate that the site is suitable for the development.*

REPORT:

2. Development Application 43/2021 for a wind turbine was received on 11 August 2021 (attachment 1).
3. Council previously refused an application for a wind turbine by the same applicant in the same location on 24 July 2021.
4. Council approved an application for a wind turbine further away from neighbouring residential receptors by the same applicant on 28 May 2019.
5. The turbine proposed under the current application is proposed to be within 100m of two residential receptors. As the existing approved turbine, which is 65m further away from the proposed new turbine location, can be heard outside the property boundary, it is considered that the cumulative noise impacts would be unacceptable.
6. The turbine is proposed to be located at a total height of 5.6 metres, which would have a minor impact on the visual amenity of neighbouring properties.
7. The turbine is proposed to be located within 25 metres of the property boundary, which is not permitted under the provisions of the Uralla Development Control Plan 2011.
8. On this occasion, it is not considered possible to provide Council with adequate development conditions to enable consent.

CONCLUSION:

9. Approval of the application is assessed as inappropriate due to the impacts on amenity for neighbouring properties as detailed in the reasons for refusal.

COUNCIL IMPLICATIONS

10. Community Engagement/Communication

The application was notified as per the provisions of the Uralla Development Control Plan 2011.

11. Policy and Regulation

Environmental Planning and Assessment Act 1979 (NSW)

Environmental Planning and Assessment Regulation 2000 (NSW)

Uralla Development Control Plan 2011

12. Financial/Long Term Financial Plan

Nil

13. Asset management/Asset Management Strategy

Nil

14. Workforce/Workforce Management Strategy

Nil

15. Legal and Risk Management

Nil

16. Performance Measures

Nil

17. Project Management

Nil

Development Assessment Report

DA Number: DA-43-2021 **Council:** Uralla Shire Council
Location: 24 McDonalds Lane ROCKY RIVER
Development Description: Wind Turbine
Title Details: Lot: 52 DP: 755846

Property Details/History

	Checked	Comments
File History	Yes	
Title Plan	Yes	
Check Ownership	Yes	

Application Type

Is this application an Integrated Development Application? No
 Is it a BASIX affected development? No

Concurrence/Referral

Section 4.13 – EP & A Act

Does this application require concurrence or referral? No
 Is there any other issue that requires notation? No
 Does this application require referral for decision by Council? Yes

Local Environmental Plan

Section 4.15(1)(a)(i) – EP & A Act

This land is zoned: RU2 Rural Landscape

List the relevant clause/clauses applicable under the LEP

Clause	Compliance	Comment
Land Use Table	Yes	The proposed land use requires development consent.

Development Control Plan

Section 4.15(1)(a)(iii) – EP & A Act

Does Uralla DCP 2011 apply to this land/proposal? Yes

Chapter	Compliance	Comment
4	No	Ancillary structures are not to be located within 25m of the property boundary.

Regional Environmental Plan

The proposed development is not inconsistent with the New England North West Regional Plan.

State Environmental Planning Policy

Is this proposal affected by a SEPP? Yes

<u>List all relevant SEPPs</u>		
SEPP	Compliance	Comment
State Environmental Planning Policy (Koala Habitat Protection) 2021	Yes	Likely to have low or no impact on koalas or koala habitat.

Environmental Impacts

Section 79c(1)(b) – EP & A Act

Does this proposal have any potential environmental impacts? Yes

Amenity	Yes	It is expected that there would be minor impacts on visual amenity, though not as great as the previous turbine refused under DA-34-2018.
Noise	Yes	The turbine is proposed to be within 100m of two residential receptors. As the existing turbine which is 65m further away from the proposed new turbine location can be heard outside the property boundary, it is considered that the cumulative noise impacts would be unacceptable.

Environmental Impacts – Heritage

Section 4.15(1)(b) – EP & A Act

Does this proposal have any potential impact on?

Heritage	Impact	Comment
European	No	
Aboriginal	No	

Flooding

Section 4.15(1)(b) – EP & A Act

Is this property flood affected? No

Bush Fire Prone Land

Section 4.15(1)(b) – EP & A Act

Is this property bush fire prone as per the Bush Fire Prone Map? Yes

Category: Buffer

Comment: Wind turbine only.

Construction Assessment

Is a construction assessment required? No

Section 68 Assessment

Section 68 – LGA Act

Is a section 68 approval required?

No

Notification

Section 4.15(1)(d) – EP & A Act

Was this application notified?

Yes

Is this application an advertised development application?

No

Were there any written submissions received?

Yes

If Yes, what was the number of submissions received?

2

Submission Maker	Issue	Comment
Sharyn Kelly	Noise, visual amenity, impacts on birdlife.	Noise and visual amenity impacts are supported. It is unlikely that the turbine would pose a significant risk to birdlife.
Callum Findlay	Noise, visual amenity.	Noise and visual amenity impacts are supported.

Public Interest

Section 79c(1)(e) – EP & A Act

Does this proposal have any construction or safety issues?

No

Site Suitability

Section 4.15(1)(c) – EP & A Act

Is this a suitable site for this proposal

No

Assessing Officer General Comment

ASSESSMENT – KEY ISSUES

No issues warranting further detailed consideration have been identified.

Recommendation

Significant adverse impacts are known or expected on the environment as a result of the approving the application. In that context it would be inappropriate to approve the Development Application.

Conclusion

I confirm that I am familiar with the relevant heads of consideration under the Environmental Planning & Assessment Act and Local Government Act (if applicable) and have considered them in the assessment of this application.

I certify that I have no pecuniary or non-pecuniary interest in this application.

Additional Notes Attached:

No

Signed:



Matt Clarkson, Manager of Development and Planning

Date: 8.11.2021

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

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

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

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

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.
2. In the case of residential building work for which the *Home Building Act 1989* requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance must be entered into and be in force before any building work authorised to be carried out by the certificate commences.
3. For a temporary structure that is used as an entertainment venue, the temporary structure must comply with Part B1 and NSW H102 of Volume One of the *National Construction Code*.

Erection of signs

Please Note: This does not apply in relation to:

- (a) building work, subdivision work or demolition work that is carried out inside an existing building, which does not affect the external walls of the building development consent, in the case of a temporary structure that is an entertainment venue, or
- (b) Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.
- (c) a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.

4. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - (a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the site is prohibited.
5. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Notification of Home Building Act 1989 requirements

Please Note: This does not apply in relation to Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.

6. Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:
 - (a) in the case of work for which a principal contractor is required to be appointed:
 - (i) the name and licence number of the principal contractor, and
 - (ii) the name of the insurer by which the work is insured under Part 6 of that Act,
 - (b) in the case of work to be done by an owner-builder:
 - (i) the name of the owner-builder, and
 - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the relevant owner-builder permit.
7. If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under the above becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

GENERAL CONDITIONS

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

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.
9. The owner of the property is to ensure that any structure is installed:
 - (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any structures being erected in a location where it would be inappropriate.
10. A Construction Certificate must be obtained from a Certifying Authority before work commences.

Reason: To ensure compliance with Cl.146 of the Environmental Planning and Assessment Regulation 2000.
11. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.
12. Any noise generated by the wind turbine is not to exceed a consistent 48 decibels at the property boundary.

Reason: To protect and preserve the amenity of the locality.
13. No increase or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any other pollution discharge.

Reason: To prevent pollution from detrimentally affecting the public or environment.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

14. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifying Authority (if the PCA is not Council) at least two days before the proposed date of commencement.

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

15. The owner of the property is to ensure that any building is constructed:
 - (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any buildings being erected in a location where it would be inappropriate.

16. The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-

Monday to Saturday 7.00 AM to 5.00 PM

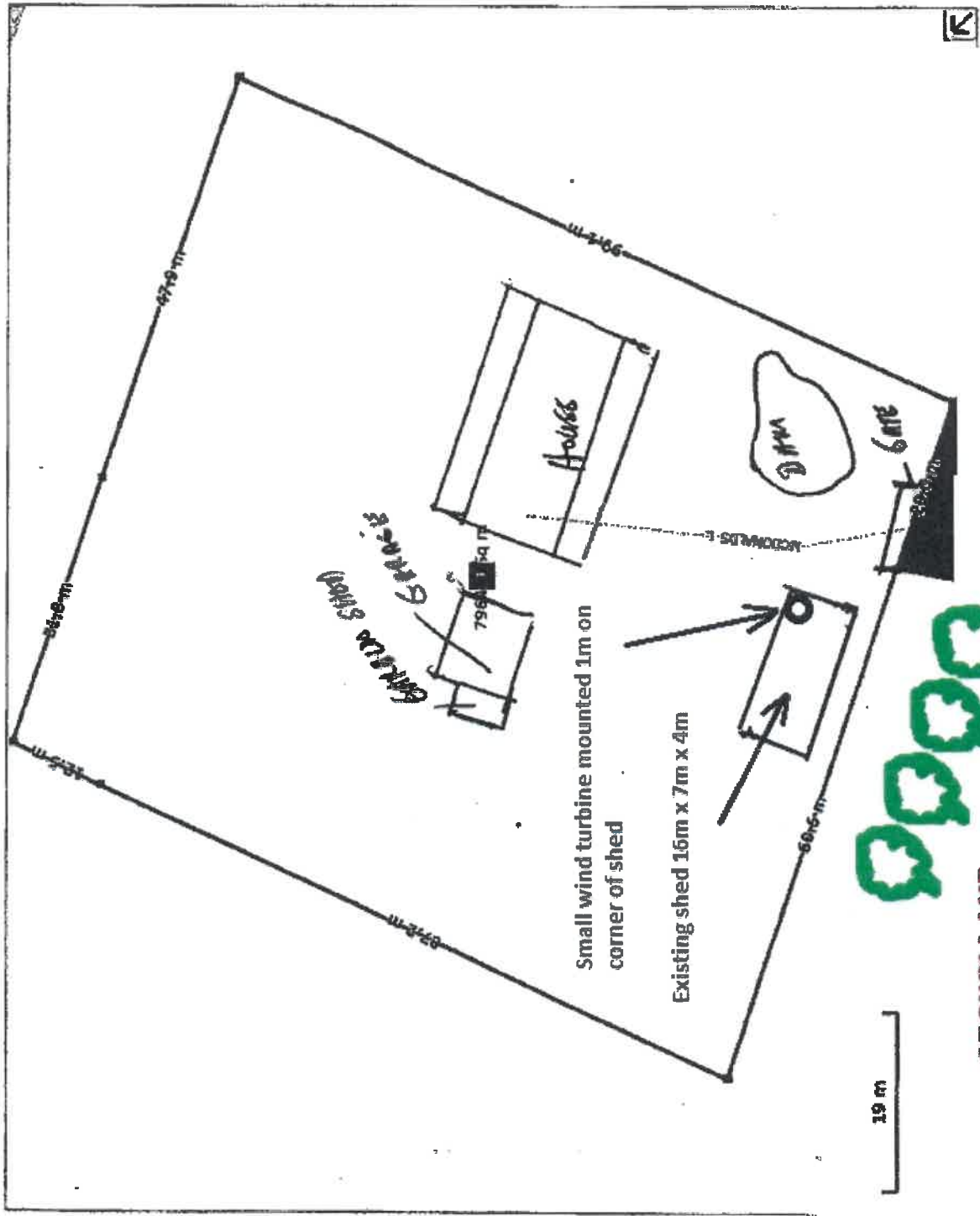
Sunday & public Holidays No construction activities are to take place.

Reason: To ensure that public amenity is not unduly affected by noise.

ADVISORY NOTES – GENERAL

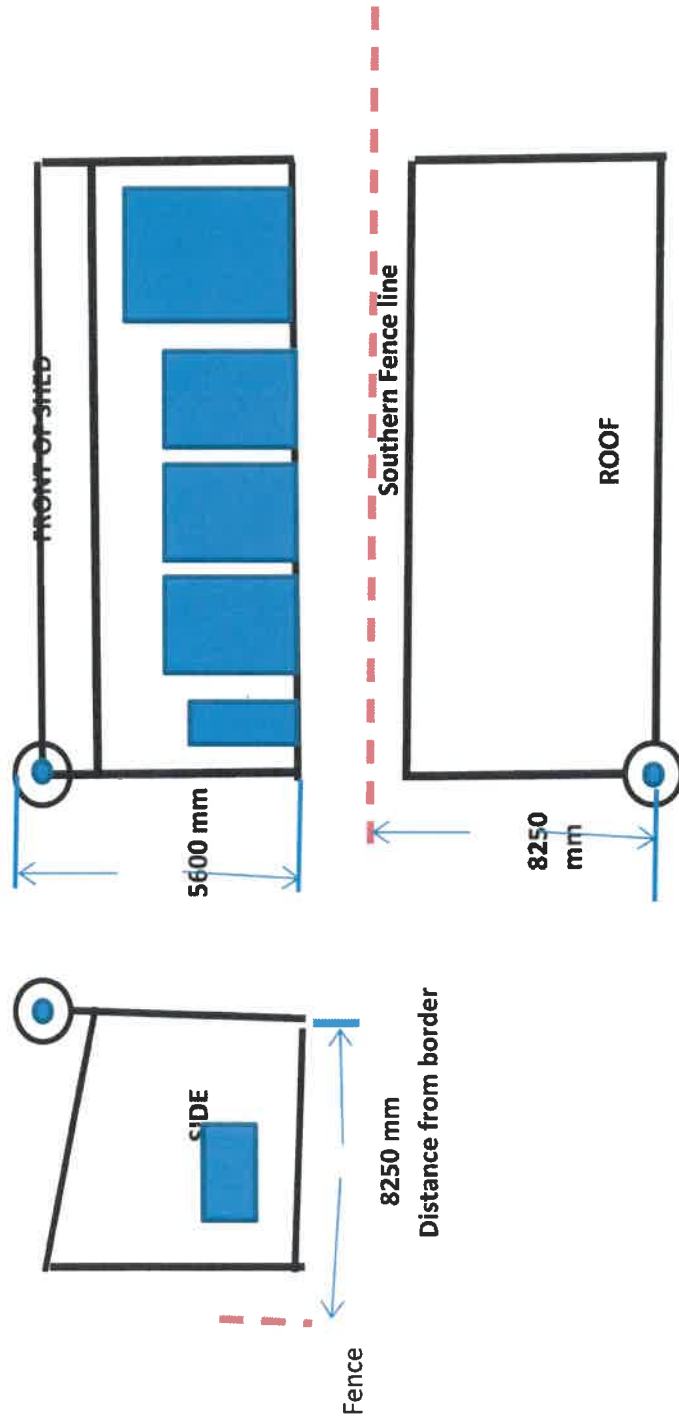
17. The Applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.
18. It is possible that a covenant may affect the land which is the subject of this consent. The grant of this consent does not necessarily override that covenant. You should seek legal advice regarding the effect of any covenants which affect the land.
19. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.
20. Any alteration to the drawings and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s4.55 of the Act or a fresh development application. No works other than those approved under this consent shall be carried out without the prior approval of Council.
21. Telecommunications Act 1997 (Commonwealth): Telstra (and its authorized contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

END



CROWN LAND

Address	Status Area	Lot/Plan	Type
24 McDonalds Lane ROCKY RIVER	8094M	52/DP755846	Country Residence Uralia



Mr Matt Clarkson
Manager Planning & Regulation
Uralla Shire Council
32 Salisbury Street
Uralla NSW 2358

USC

27 AUG 2021

Received

**RE: OBJECTION TO DA – 43 -201 WIND TURBINE,
24 McDONALDS LANE, ROCKY RIVER
APPLICANT: MR A VAN DEN HOOGAN**

Dear Matt

I have objections regarding the above DA for the proposed turbine.

It appears that the application for this development is close to the site where the original application for the turbine was built and consequently moved. This would mean that:

- Original noise concerns would still be relevant and there would be no shed to buffer the noise as it is to be mounted on the top of the shed and not ground mounted.
- Environmental impact to birdlife due to collisions with the turbine would still be relevant
- Visual impact
- The proximity of the existing and proposed wind turbine to other dwellings should require a noise and other environmental impact assessment.
- The existing and proposed wind turbine should meet prescribed performance standards.

Mr Van den Hoogan has stated in previous correspondence dated 26/04/19 regarding DA-11-2019 with Council that the wind turbine is only used in windy conditions during cloudy days and then only at night when solar batteries are very low. He also added that during sunny days the turbine would be switched off as his solar system is twice the power of the turbine.

My point is that Mr Van den Hoogan was granted the DA for the amended wind turbine which has been constructed and continues to make noise on windy days. Mr. Van den Hoogan also continually uses his generator in the late hours of the night and early hours of the morning which is a breach of noise regulations. This is very contradictory to his statements made in April of 2019.

My additional concern is that he now has approval for the first wind turbine and is seeking approval for an additional turbine. How much noise will the wind turbines x (2) make when run together? How many more wind turbines does one household need? He has shown NO concern to his neighbours thus far regarding noise impact with the running of the generator at all hours of the day and night in conjunction with solar panels and the one existing turbine.

Thank you for taking the time to read my objection to this DA and I hope neighbourhood concerns are taken into consideration with the application.

Regards


Sharyn Kelly


OBJECTION to DA 43-2021

①

(Wind Turbine 3,000 watts, 24 McDonalds Lane, ^{USC} ROCKY RIVER, ^{USC})

2:3 AUG 2021

5:2 AUG 2021

This new Wind Turbine DA is the ~~same~~ ^{Received} (3,000 watt) adjacent to the location of the previous ^{Received} Wind Turbine that was deemed by USC in 2018 as being illegally constructed/DA refused, and ordered to be removed on the grounds of Negative impact on neighbours. ¹⁸ (refer DA 34-2018).

I would like to remind you that Mr HOOGEN protested and claimed foul play, reported in a sensational front page article in the Armidale Express (2/9/2018) replete with spurious allegations against the USC and neighbours. Finally, Mr HOOGEN removed the Wind Turbine only to replace it with a large and very loud electricity generator on the same concrete base. This generator is currently operating intermittently through the day and illegally at all hours during the night!

This DA with a blade diameter of up to 4 meter (not 1 metre as claimed) for a 3,000 watt Wind Turbine is virtually the same location as the illegal 2018 Wind Turbine, except that this one will be mounted on top of the huge SHED adjacent to the front fence line. This could make it even more visible above the tree and skyline, as well as making the same loud high pitched oscillating whistling and whooshing noises, accompanied by grinding and shuddering all day and night which could be heard throughout and within my house,

"especially at night time. This new Wind Turbine ⁽²⁾ could be even worse than the previous removed one!

Mr HOOGEN has claimed publicly that he is making a lot of money from feeding electricity back into the grid from his Solar Panels, Generator and existing 3,000 watt Wind Turbine. This raises the issue of whether it is safe to increase the load on a small single power line that is connected to only two houses! (The single power line runs across my property!)

The Applicants money making schemes and games should not take precedence over the value of neighbours rights to quiet amenity and safety. On the aforementioned grounds, I object to the construction of this Wind Turbine.

Sincerely, Calum FINDLAY
C.A. Findlay 22/8/21





Development Application Form

Portal Application number: PAN-127820

Council Application number: DA-43-2021

Applicant contact details

Title	Mr
First given name	Antonius
Other given name/s	
Family name	Vanden Hoogen
Contact number	[REDACTED]
Email	[REDACTED]
Address	24 MCDONALDS LANE ROCKY RIVER 2358
Application on behalf of a company, business or body corporate	No

Owner/s of the development site

Owner/s of the development site	There are multiple owners of the development site and I am one of them
Owner #	1
Title	Mr
First given name	Antonius
Other given name/s	
Family name	Vanden Hoogen
Contact number	[REDACTED]
Email	[REDACTED]
Address	24 MCDONALDS LANE ROCKY RIVER 2358

I declare that I have shown this document, including all attached drawings, to the owner(s) of the land, and that I have obtained their consent to submit this application. - Yes

Note: It is an offence under Section 10.6 of the Environmental Planning and Assessment Act 1979 to provide false or misleading information in relation to this application.

Developer details

ABN	
ACN	
Name	
Trading name	
Address	
Email Address	

Development details

Application type	Development Application
Site address #	1
Street address	24 MCDONALDS LANE ROCKY RIVER 2358
Local government area	URALLA
Lot / Section Number / Plan	52 / - / DP755846
Primary address?	Yes

This application form was submitted via the Online DA service, accessed via the NSW Planning Portal to the relevant council. For further information please contact council.

1

Planning controls affecting property	Land Application LEP	Uralla Local Environmental Plan 2012
	Land Zoning	RU2: Rural Landscape
	Height of Building	NA
	Floor Space Ratio (n:1)	NA
	Minimum Lot Size	400 ha
	Heritage	Rocky River Goldmining Precinct Significance: Local
	Land Reservation Acquisition	NA
	Foreshore Building Line	NA
	Bushfire Prone Land	Vegetation Buffer
	Land near Electrical Infrastructure	This property may be located near electrical infrastructure and could be subject to requirements listed under ISEPP Clause 45. Please contact Essential Energy for more information 13 23 91.

Proposed development

Proposed type of development	Other
Description of development	3000W wind turbine, 1700mmdia mounted on 1m pole on corner of 5m high existing shed
Provide the proposed hours of operation	
Proposed to operate 24 hours on Monday	
Monday	-
Proposed to operate 24 hours on Tuesday	
Tuesday	-
Proposed to operate 24 hours on Wednesday	
Wednesday	-
Proposed to operate 24 hours on Thursday	
Thursday	-
Proposed to operate 24 hours on Friday	
Friday	-
Proposed to operate 24 hours on Saturday	
Saturday	-
Proposed to operate 24 hours on Sunday	
Sunday	-
Dwelling count details	
Number of dwellings / units proposed	0
Number of storeys proposed	
Number of pre-existing dwellings on site	
Number of dwellings to be demolished	
Number of existing floor area	

Number of existing site area	
Cost of development	
Estimated cost of work / development (including GST)	\$0.00
Do you have one or more BASIX certificates?	No
Subdivision	
Number of existing lots	1
Is subdivision proposed?	No
Proposed operating details	
Number of additional jobs that are proposed to be generated through the operation of the development	0
Number of staff/employees on the site	0
Number of parking spaces	0
Number of loading bays	0
Is a new road proposed?	No
Concept development	
Is the development to be staged?	No, this application is not for concept or staged development.
Crown development	
Is this a proposed Crown development?	No

Related planning information

Is the application for integrated development?	No
Is your proposal categorised as designated development?	No
Is your proposal likely to significantly impact on threatened species, populations, ecological communities or their habitats, or is it located on land identified as critical habitat?	No
Does the application propose a variation to a development standard in an environmental planning instrument (eg LEP or SEPP)?	No
Is the application accompanied by a voluntary planning agreement (VPA) ?	No
Section 68 of the Local Government Act	
Is approval under s68 of the Local Government Act 1993 required?	No
10.7 Certificate	
Have you already obtained a 10.7 certificate?	No
Would you like to start a Planning Certificate 10.7 application?	
Tree works	
Is tree removal and/or pruning work proposed?	No
Local heritage	
Does the development site include an item of environmental heritage or sit within a heritage	No

This application form was submitted via the Online DA service, accessed via the NSW Planning Portal to the relevant council. For further information please contact council.

conservation area.	
Are works proposed to any heritage listed buildings?	No
Is heritage tree removal proposed?	No
Affiliations and Pecuniary interests	
Is the applicant or owner a staff member or councillor of the council assessing the application?	No
Does the applicant or owner have a relationship with any staff or councillor of the council assessing the application?	No
Political Donations	
Are you aware of any person who has financial interest in the application who has made a political donation or gift in the last two years?	No
Please provide details of each donation/gift which has been made within the last 2 years	

Payer details

Provide the details of the person / entity that will make the fee payment for the assessment.

The Environmental Planning and Assessment Regulation 2000 and Council's adopted fees and charges establish how to calculate the fee payable for your development application. For development that involves building or other works, the fee for your application is based on the estimated cost of the development.

If your application is for integrated development or requires concurrence from a state agency, additional fees will be required. Other charges may be payable based on the Council's adopted fees and charges. If your development needs to be advertised, the Council may charge additional advertising fees.

Once this application form is completed, it and the supporting documents will be submitted to the Council for lodgement, at which time the fees will be calculated. The Council will contact you to obtain payment. Note: When submitting documents via the NSW Planning Portal, credit card information should not be displayed on documents attached to your development application. The relevant consent authority will contact you to seek payment.

The application may be cancelled if the fees are not paid:

First name	Antonius
Other given name(s)	
Family name	Vanden Hoogen
Contact number	
Email address	
Billing address	24 MCDONALDS LANE ROCKY RIVER 2358

Application documents

The following documents support the application.

Document type	Document file name
Elevations and sections	Wind turbine elevations Wind turbine
Generated Pre-DA form	Pre-DA form_1628089446.pdf
Site plans	Wind turbine site plan
Statement of environmental effects	Wind Turbine - Statement of Environmental Effects

Applicant declarations

I declare that all the information in my application and accompanying documents is, to the best of my knowledge, true and correct.	Yes
I understand that the development application and the accompanying information will be provided to the appropriate consent authority for the purposes of the assessment and determination of this development application.	Yes
I understand that if incomplete, the consent authority may request more information, which will result in delays to the application.	Yes

I understand that the consent authority may use the information and materials provided for notification and advertising purposes, and materials provided may be made available to the public for inspection at its Offices and on its website and/or the NSW Planning Portal	Yes
I acknowledge that copies of this application and supporting documentation may be provided to interested persons in accordance with the Government Information (Public Access) 2009 (NSW) (GIPA Act) under which it may be required to release information which you provide to it.	Yes
I have read and agree to the collection and use of my personal information as outlined in the Privacy Notice	Yes
I agree to appropriately delegated assessment officers attending the site for the purpose of inspection.	Yes
I confirm that the change(s) entered is/are made with appropriate authority from the applicant(s).	

Lodgement details

Outcome of the pre-lodgement review	Application was lodged
Applicant paid the fees?	Yes
Total fee paid	\$110.00
Council unique identification number	DA-43-2021
Date on which the application was lodged into Council's system	11/08/2021

Statement of Environmental Effects – Wind Turbine

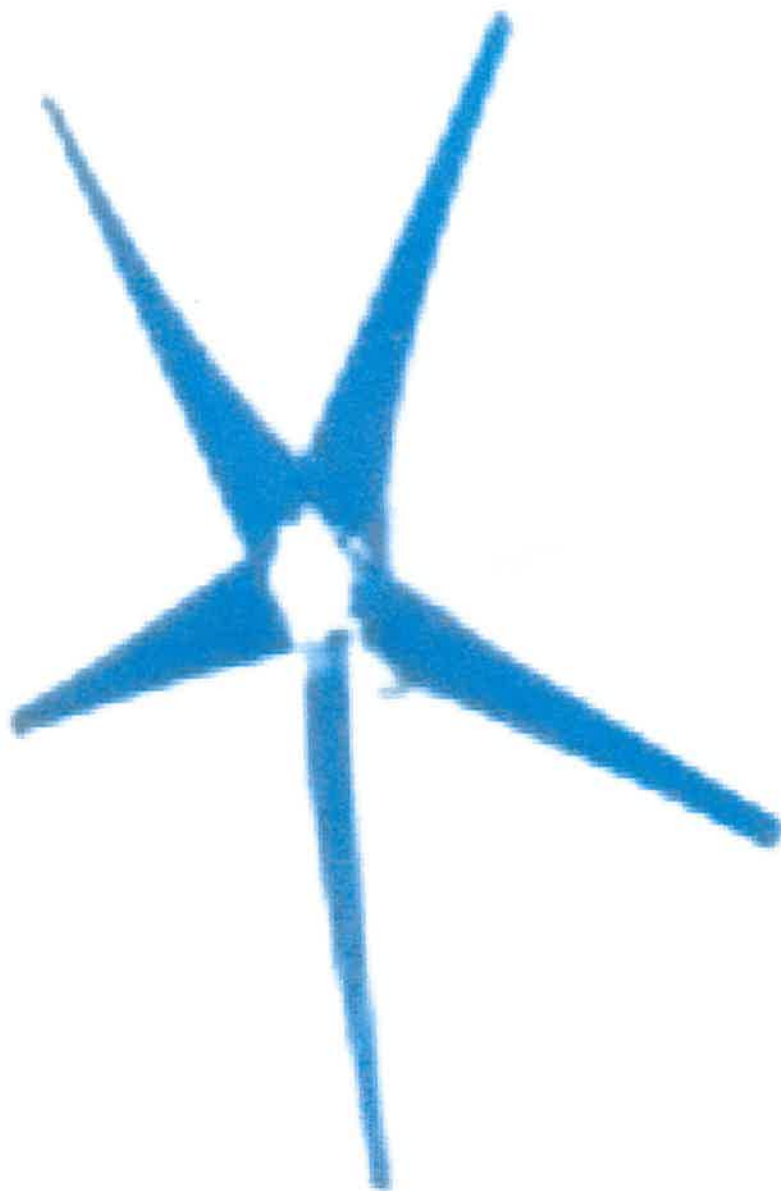
24 McDonalds Lane Rocky River

The turbine will be installed on an existing shed there will be minimal impact on the local environment.

The turbine has been positioned to minimise visibility from neighbouring properties.

Noise produced will be below background rural noise levels, no more than the prevailing wind.

107 cm diameter



**Rated at 3000 watts but in practice
produces only 1500 watts**

A.M. & D.L. Van den Hoogen



18/06/2012

Dear Sir or Madam

I wish to install a small wind turbine on northern corner of our big shed. I purchased it last year when my other turbine was hit by lightning and it was used until repairs on original machine were completed.

With the house no longer on the grid we purchased a silenced 7.5 KW generator that starts up automatically when battery voltage get slow on cloudy days when there is little or no solar energy.

Sometimes the generator starts up late at night and this is a bit of a concern with the neighbours so if I install the spare wind turbine on the corner of the big shed I am hopeful on windy nights the generator may not need to start as often or at all.

Kind Regards

Antonius Van den Hoogen

From: Linda Maynard <LMaynard@uralla.nsw.gov.au>
Sent: Friday, 16 July 2021 1:17 PM
To: [REDACTED]
Subject: Advice regarding DA for proposed wind turbine - [REDACTED]
Attachments: AM & DL Van den Hoogen - [REDACTED] Information regarding proposed wind turbine - 22 June 2021.pdf

Hi Antonius,

I acknowledge receipt of your letter and wind turbine information received 22 June 2021 (attached). For your information, Matt Clarkson didn't reply to your letter as there didn't appear to be a question to answer, so there was no reply to give.

Following your visit to Council today, Matt has confirmed that to install the wind turbine you will require a DA as there is no exemption in the legislation.

I have included below information relating to applying for approval through the Planning Portal.

All DAs, CCs, S68s and CDCs are required to be lodged via the NSW Planning Portal (link below).

www.planningportal.nsw.gov.au

For applicant resources and information relating to submitting an application through the NSW Planning Portal, see link below. I have attached the pdf application for submitting Complying Development Certificate applications.

<https://pp.planningportal.nsw.gov.au/support-training/applicant-resources>

For the Planning Portal you will be required to create an account (using an email address and a password), start a new application using +, answer questions relating to your proposed development and then upload all your documents, including site plan, architect plans, engineering plans (usually required for CCs and CDCs), and the Statement of Environmental Effects.

Prior to using the Planning Portal Council required applicants to complete an application form but since the implementation of the Planning Portal I understand that an application form is not a required document. However, the Statement of Environmental Effects is required and most people would not know what to include if not submitting through a consultant. You are able to use the Statement of Environmental Effects section of Council's application form for this purpose. I have attached a DA application form (fillable) if you would like to use this format. You can complete pages 3-6 and save those pages separately (or print to pdf) to upload to the Planning Portal. Alternatively, you can complete the relevant sections of the application form for your application and upload the whole document.

The site plan of the property should include the proposed development with dimensions, all existing buildings and distances to boundaries, an arrow indicating north and the road/street name. For internal alterations please submit a plan showing the existing layout and a separate plan showing the proposed layout. You will need to upload these documents to the Portal.

I also draw your attention to using the below link to access information in using the portal for applicants. Council doesn't have access to the applicants' screens and has had limited training in using the portal and as such it is difficult for Council to guide you in how to complete the application. The below link has a number of useful documents with screen shots that I believe that you will find of assistance.

<https://www.planningportal.nsw.gov.au/applicant-resources>

Council will be notified when an application is lodged via the Planning Portal. Matt Clarkson, Council's Manager of Development and Planning, will review the documents and accept the DA or request further information. Kellie Woods, Council's Contract Building Inspector, will review documents relating to CCs and CDCs and will accept or request further information. You're your application is accepted I will email to notify you and include the fee quote. I will request an invoice through Accounts and email/post to you when received. You will then be able to pay the invoice either over the counter (by phone or in person) or online.

After receipt of the fees you will be notified via the Planning Portal that the DA, CC or CDC has been accepted. If the DA requires notification to the adjoining neighbours this will be for a period of two weeks. If there are no further issues and the DA, CC or CDC is approved you will be sent the Determination.

Following DA approval you will also require a Construction Certificate prior to commencing building or any work. You can apply for a CC through Council or via a private certifier. The CC also needs to be lodged/submitted via the Planning Portal as a related application. For the CC you will require engineering plans for any footings required, perhaps beams if walls are removed and types/methods of construction. Some types of internal developments with non-loadbearing walls don't require engineering, so you may need to check with the Building Inspector, who is usually in the office on Wednesdays. Ring the day before to be included as a phone call on Kellie's list.

If you have any questions along the way please don't hesitate to contact me.

Regards,
Linda

Administration Officer

Infrastructure & Development

Uralla Shire Council | PO Box 106, Uralla NSW 2358

p 02 6778 6324 | lmaynard@uralla.nsw.gov.au

council@uralla.nsw.gov.au | www.uralla.nsw.gov.au



From: Linda Maynard <LMaynard@uralla.nsw.gov.au>
Sent: Monday, 19 July 2021 5:49 PM
To: [REDACTED]
Subject: Lodging a DA through the Planning Portal - Wind Turbine - [REDACTED]
Uralla

Hi Antonius,

With regard to your proposed wind turbine, Council cannot see your DA application in the Planning Portal until you have properly submitted it. The Planning Portal does have a help line, 1300 305 695, or help email address info@service.nsw.gov.au. I have also included a link below for further applicant resources to help with lodging your DA.

<https://www.planningportal.nsw.gov.au/applicant-resources>

You might not find your specific development type in the list of types of development and may be able to use "Other", then specify your type of development.

If you require further help with the Planning Portal, Council is able to help with lodging DAs but only if you come down to Council and login via the computer at the front counter using an account you have previously set up. A Planning Portal account cannot be set up at Council. We would need to scan your documents to the front desk computer to enable uploading to the Planning Portal.

With regard to your proposed greenhouse, I have referred your letter to Kellie Woods for Wednesday to advise whether you require a DA or CDC, or under what conditions the greenhouse could be exempt. However, as you plan on locating the greenhouse right on the boundary line you may require a DA, irrespective of the size. Kellie or I will contact you following Kellie's assessment on Wednesday.

Regards,
Linda

Administration Officer
Infrastructure & Development
Uralla Shire Council | PO Box 106, Uralla NSW 2358
p 02 6778 6324 | lmaynard@uralla.nsw.gov.au
council@uralla.nsw.gov.au | www.uralla.nsw.gov.au

The logo for Uralla Shire Council features the word "Uralla" in a large, elegant, red cursive script. Below the script, the words "URALLA SHIRE COUNCIL" are written in a smaller, black, sans-serif font.

From: Antonius [REDACTED]
Sent: Monday, 19 July 2021 5:15 PM
To: Linda Maynard
Subject: Fw: RE: Adam Marshall MP weekly report

Hi Linda
This my reply I got from Lisa including my letter to Adam Marshall

Can you please get my DA under way for the wind Turbine as I could not find it on the portal.
Also I dropped in plans for my greenhouse can you follow that up for me as well please as I want it
up and running to raise my seeds for spring.
Regards Antonius

Good afternoon

The scale of the project described below keeps that within the Council's DA decision making.
The planning portal is for major projects be it wind energy, solar, hydro or other MAJOR infrastructure.
My understanding is that projects up to \$5 million sit with the Local Government.

I'll pass your question onto Adam -- is he has anything to add -- he'll be in touch.

Regards, Lisa

Lisa Williams
Senior Electorate Officer
Office of Adam Marshall MP, Member for Northern Tablelands
Suite 1, 175 Rusden Street
(PO Box 77)
ARMIDALE NSW 2350
02 6772 5552
E: northerntablelands@parliament.nsw.gov.au
www.adammarshall.com.au

For up to date and official COVID-19 (Coronavirus) information and advice, click on the link – nsw.gov.au/covid-19

From: Antonius [REDACTED]
Sent: Friday, 16 July 2021 5:28 PM
To: ElectorateOffice NorthernTablelands <ElectorateOffice.NorthernTablelands@parliament.nsw.gov.au>
Subject: Re: Adam Marshall MP weekly report

Hi Adam

Back with alternative energy "Small wind turbines under 5 KW" I want to install a 3000 watt wind turbine on an existing shed but I can't find anything on the governments Planning Portal.

I am disappointed in the failure of our energy minister to address this matter from my original letter to you.

Kind Regards

Antonius Vanden Hoogen

----- Original Message -----

From: "Adam Marshall MP" <northerntablelands@parliament.nsw.gov.au>
To: [REDACTED]
Sent: 16/07/2021 5:07:01 PM
Subject: Adam Marshall MP weekly report

From: [REDACTED]
Sent: Wednesday, 21 July 2021 11:25 AM
To: northerntablelands@parliament.nsw.gov.au
Cc: Linda Maynard
Subject: Att: Adam Marshall

Dear Adam

I am trying to get a Development Application sorted for a small wind turbine that I want to install on an existing shed to charge my batteries on cloudy days.

The Government Planning Portal is a complete mess!

- For someone who has limited computer knowledge it is near impossible to negotiate the hundreds of pages.
- If you don't have a computer you can't lodge a DA because the council can no longer do it for you because you are required to register on line on your computer first.
- There is nothing on the site to do with small wind turbines.
- At least the site should have a section on what items are exempt from having to lodge a DA (if there is one for the life of me I can't find it)
- It takes hours to get things under way especially if you have poor Internet connectivity such as we have here.

It was on the local news that the system is a total mess and should be removed or at least changed so council can still do a manual DA for DIY persons like myself and those who do not have a computer.

Recently I asked that small wind turbines under 5 kW be exempt from having to lodge a DA under certain conditions but as usual the Government has done absolutely nothing.

Kind Regards

Antonius Vanden Hoogen
[REDACTED]

From: Antonius [REDACTED]
Sent: Sunday, 1 August 2021 9:50 PM
To: DPE PS ePlanning Mailbox
Cc: Linda Maynard; Crouch.bp; natasha
Subject: Re: SNSW enquiry 16466494

I should not have to go to Planning portal, it should be able to be handled by the council. WHAT IF I DIDN'T HAVE A COMPUTER? what then?

----- Original Message -----

From: "DPE PS ePlanning Mailbox" <ePlanning@planning.nsw.gov.au>
To: [REDACTED]
Sent: 1/08/2021 5:42:21 PM
Subject: SNSW enquiry 16466494

Good afternoon,

Your enquiry was referred to the ePlanning Customer Support Team from Service NSW.

I could not find development application form for my proposed 3000 watt wind turbine I wish to install on my existing shed. Location 24 McDonalds Lane, Rocky River, NSW 2358
I have previously contacted our local member who sent it on to energy minister and as usual with government NO RESULT

Unfortunately we are not able to provide advice on whether you are able to put a turbine on your shed. To find out about the technicalities and legalities of your above enquiry, please contact your local council. If they have advised you to submit a development application, please log into the Portal and start a new development application following the instructions in the attached guide. If you do not have a Portal account already, you can find more information and create an account at this [website](#).

If you have any further enquiries, please do not hesitate to contact us.

Regards,

Monica Ballard
Customer Service Officer
ePlanning | Department of Planning, Industry and Environment
T 1300 305 695 | E eplanning@planning.nsw.gov.au
5 O'Keeffe Avenue, Nowra
NSW 2541
www.dpie.nsw.gov.au



**Planning,
Industry &
Environment**

The Department of Planning, Industry and Environment acknowledges that it stands on Country which always was and always will be Aboriginal land. We acknowledge the Traditional Custodians of the land and waters, and we show our respect for elders past, present and emerging. We are committed to providing places in which Aboriginal people are included socially, culturally and economically through thoughtful and collaborative approaches to our work.

From: Robert Crouch [REDACTED]
Sent: Sunday, 1 August 2021 10:42 PM
To: Antonius; DPE PS ePlanning Mailbox
Cc: Linda Maynard; natasha
Subject: RE: SNSW enquiry 16466494

Tony,

Do you want me to come over and help you go through it, or go in and talk to Council Customer service. I'm not sure where they are up to with putting a computer in the foyer and providing assistance. I'll check it out tomorrow when I pay my rates.

Bob

Sent from [Mail](#) for Windows 10

From: [Antonius](#)
Sent: Sunday, 1 August 2021 9:50 PM
To: [DPE PS ePlanning Mailbox](#)
Cc: [Linda Maynard](#); [Robert Crouch](#); [Natasha Ledger](#)
Subject: Re: SNSW enquiry 16466494

I should not have to go to Planning portal, it should be able to be handled by the council. WHAT IF I DIDN'T HAVE A COMPUTER? what then?

----- Original Message -----

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To: [REDACTED]
Sent: 1/08/2021 5:42:21 PM
Subject: SNSW enquiry 16466494

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I could not find development application form for my proposed 3000 watt wind turbine I wish to install on my existing shed. Location 24 McDonalds Lane, Rocky River, NSW 2358
I have previously contacted our local member who sent it on to energy minister and as usual with government NO RESULT

Unfortunately we are not able to provide advice on whether you are able to put a turbine on your shed. To find out about the technicalities and legalities of your above enquiry, please contact your local council. If they have advised you to submit a development application, please log into the Portal and start a new development application following the instructions in the attached guide. If you do not have a Portal account already, you can find more information and create an account at this [website](#).

If you have any further enquiries, please do not hesitate to contact us.

Regards,

Monica Ballard
Customer Service Officer
ePlanning | Department of Planning, Industry and Environment

From: Linda Maynard <LMaynard@uralla.nsw.gov.au>
Sent: Friday, 6 August 2021 6:14 PM
To: 'Antonius'
Subject: Request for estimated commercial value of proposal - PAN-127820 - 24 McDonalds Road Uralla

Hi Antonius,

I have downloaded the documents associated with your DA application on the Planning Portal. I note that the estimated cost of your proposed development on your application is \$0. Council's original application form used the term "Estimated Commercial Value of Proposal (Please Note: All labour and materials and site works are to be included)". Please supply the estimated commercial value of your proposal. This amount is not \$0.

I will also submit this request for further information via the Planning Portal.

Regards,
Linda

Administration Officer
Infrastructure & Development
Uralla Shire Council | PO Box 106, Uralla NSW 2358
p 02 6778 6324 | lmaynard@uralla.nsw.gov.au
council@uralla.nsw.gov.au | www.uralla.nsw.gov.au



From: Antonius [REDACTED]
Sent: Wednesday, 4 August 2021 1:54 AM
To: Linda Maynard
Cc: Crouch [REDACTED]
Subject: Fw: New Development Application Submitted PAN-127820

Hi Linda
FINALLY Councilor Robert Crouch and myself have done the DA on the Portal, council should now be able to access the information.

If you can't access for some reason I am happy to come in to council and open it on your computer.

Regards Antonius

----- Forwarded Message -----

From: "NSW Planning" <planning.apps@planning.nsw.gov.au>
To: [REDACTED]
Cc: eplanning@uralla.nsw.gov.au
Sent: 3/08/2021 5:31:46 PM

Subject: New Development Application Submitted PAN-127820

Online Development Application Service

planningportal.nsw.gov.au

Dear Antonius,

A new application for development at 24 MCDONALDS LANE ROCKY RIVER 2358 was submitted through the NSW Planning Portal on 3/08/2021 for pre-lodgement review.

The Portal Application Number (PAN) for this case is PAN-127820. This is your reference number for viewing the application on the NSW Planning Portal dashboard.

Council will review the application and may contact you if additional information is required.

Note: the application will only progress to lodgement when all relevant fees are paid.

Please log into the NSW Planning Portal to download a copy of the application.

[Log in](#)

You will receive an email notification when your application has been lodged.

This email has been automatically sent through the NSW Planning Portal. Please do not reply to this message.

For more information or assistance, please visit the [NSW Planning Portal](#) and view our [Frequently Asked Questions](#) or [Quick Reference Guides](#). Alternatively, you can call our help line on 1300 305 695.

From: Antonius [REDACTED]
Sent: Friday, 6 August 2021 10:18 PM
To: Linda Maynard
Cc: Crouch [REDACTED]
Subject: Re: Request for estimated commercial value of proposal - PAN-127820 - 24 McDonalds Road Uralla

Hi Linda

Robert must have entered the 0 while doing the DA on the portal.

I purchased the turbine second hand on Ebay around 8 months ago for \$200 the installation cost is next to zero as I am using recycled materials to erect it.

Regards Tony

----- Original Message -----

From: "Linda Maynard" <LMaynard@uralla.nsw.gov.au>

To: "Antonius" [REDACTED]

Sent: 6/08/2021 6:13:54 PM

Subject: Request for estimated commercial value of proposal - PAN-127820 - 24 McDonalds Road Uralla

Hi Antonius,

I have downloaded the documents associated with your DA application on the Planning Portal. I note that the estimated cost of your proposed development on your application is \$0. Council's original application form used the term "Estimated Commercial Value of Proposal (Please Note: All labour and materials and site works are to be included)". Please supply the estimated commercial value of your proposal. This amount is not \$0.

I will also submit this request for further information via the Planning Portal.

Regards,
Linda

Administration Officer

Infrastructure & Development

Uralla Shire Council | PO Box 106, Uralla NSW 2358

p 02 6778 6324 | lmaynard@uralla.nsw.gov.au

council@uralla.nsw.gov.au | www.uralla.nsw.gov.au



The logo for Uralla Shire Council features the word "Uralla" in a large, stylized, red cursive font. Below it, the words "URALLA SHIRE COUNCIL" are written in a smaller, black, sans-serif font.

From: Linda Maynard <LMaynard@uralla.nsw.gov.au>
Sent: Monday, 9 August 2021 11:56 AM
To: 'Antonius'
Cc: 'Robert Crouch'
Subject: Request for Updated Elevations showing height of turbine - PAN-127820 - 24 McDonalds Road Uralla

Hi Antonius,

Thank you for supplying the cost of the turbine.

As requested by Matt Clarkson, please supply updated elevations showing the proposed height of the turbine from the ground when installed. Also, technically the site plan should show the distance of the proposed development to the boundaries of the property. Matt has said that the submitted site plan 'will do', but if at all possible could you also update the site plan showing the distance to the boundaries?

Regards,
Linda

Administration Officer
Infrastructure & Development
Uralla Shire Council | PO Box 106, Uralla NSW 2358
p 02 6778 6324 | lmaynard@uralla.nsw.gov.au
council@uralla.nsw.gov.au | www.uralla.nsw.gov.au



From: Linda Maynard <LMaynard@uralla.nsw.gov.au>
Sent: Tuesday, 10 August 2021 10:07 AM
To: 'ANTONIUS'
Subject: DA Accepted - Fee quote attached with invoice to follow - PAN-127820 - 24 McDonalds Road Uralla
Attachments: Fee Quote DA - 24 McDonalds Lane Rocky River.pdf

Hi Antonius,

Matt Clarkson has reviewed and accepted your DA application. I have attached the DA fee quote for your information. We are transitioning to sending invoices out for fees relating to DAs and associated approvals. I have emailed accounts requesting they process the invoice, and will email the invoice to you once I've received it. You will then be able to pay the invoice over the phone or online.

Once the fees are paid I will allocate a DA number and accept the DA through the Planning Portal. Assessment will then proceed and you will be notified following approval. Please note that the DA will need to be notified to your neighbours for a period of 14 days.

Regards,
Linda

Administration Officer
Infrastructure & Development
Uralla Shire Council | PO Box 106, Uralla NSW 2358
p 02 6778 6324 | lmaynard@uralla.nsw.gov.au
council@uralla.nsw.gov.au | www.uralla.nsw.gov.au



From: Antonius [REDACTED]
Sent: Tuesday, 10 August 2021 5:35 PM
To: Linda Maynard
Subject: Re: DA Fees Invoice - PAN-127820 - 24 McDonalds Road Uralla
Attachments: DA Payment \$110.jpg

Please find attached payment
Tony

----- Original Message -----

From: "Linda Maynard" <LMaynard@uralla.nsw.gov.au>
To: "ANTONIUS" [REDACTED]
Sent: 10/08/2021 12:10:21 PM
Subject: DA Fees Invoice - PAN-127820 - 24 McDonalds Road Uralla

Hi Antonius,

Please find attached your DA fees invoice, which will allow you to pay online. When you do pay online, please follow the instructions in the Remittance Advice Slip using the Account Number as the Billing Reference and emailing remittance@uralla.nsw.gov.au. Please also email me to let me know, so I can follow up the receipt.

As the Council's Customer Service is not currently able to take payments over the phone you will only be able to pay online until we know what's happening next week.

Regards,
Linda

Administration Officer
Infrastructure & Development
Uralla Shire Council | PO Box 106, Uralla NSW 2358
p 02 6778 6324 | lmaynard@uralla.nsw.gov.au
council@uralla.nsw.gov.au | www.uralla.nsw.gov.au



From: Antonius [REDACTED]
Sent: Tuesday, 14 September 2021 9:59 AM
To: Linda Maynard
Subject: Extra info
Attachments: DSC08283.JPG

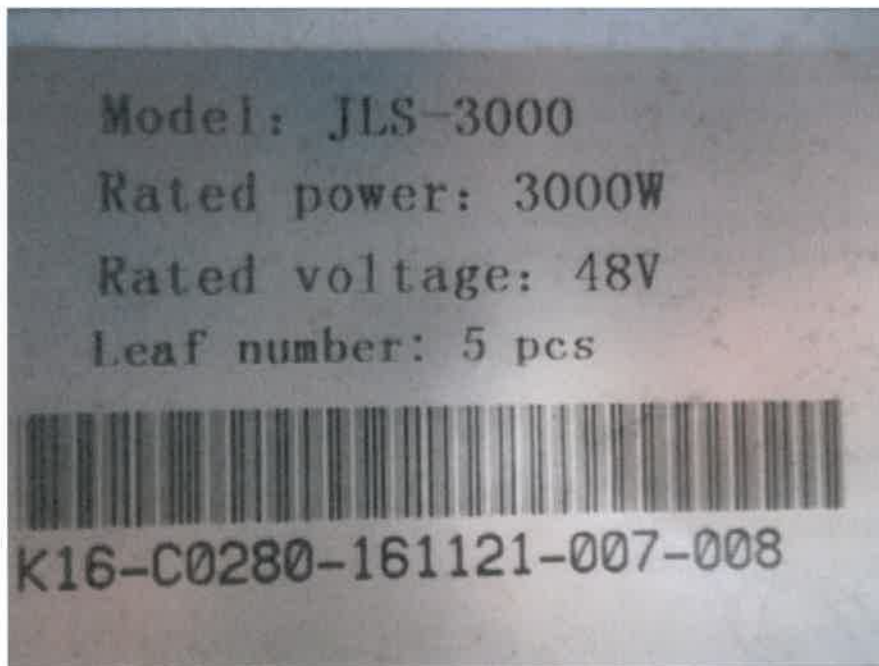
Follow Up Flag: Follow up
Flag Status: Flagged

Hi Linda

Matt asked for more information on the wind turbine, there is nowhere on the planning portal to put this information.

Please find only information on the turbine there is in picture attached.

Regards Antonius



Model: JLS-3000

Rated power: 3000W

Rated voltage: 48V

Leaf number: 5 pcs



K16-C0280-161121-007-008

HI MATT

THERE IS NOWHERE ON THE
PLANNING PORTAL FOR TO
PUT THIS INFORMATION

ANTONIUS. VANDEN HOOGEN

USC

14 SEP 2021

Received

HAND DELIVERED

DA Online

Reference number: PAN-127820 Council Id: DA-43-2021 Additional information requested

Actions ▾

Close and home

✓ Pre-lodge...

✓ Lodgement

Assessment

Determin...

Case Owner: Matt Clarkson

Application details

Documents

Payer details

Action summary

Notes

Analytics

Additional information summary

Related cases

Case ID	Requested On	Responded On	Request comments	Response
AI-233253	14/09/2021		Hello Please advise of the brand and model number of the wind turbine and provide any specifications you may have.	
AI-197459	09/08/2021		Hi Antonius, As requested by Matt Clarkson, please supply updated elevations showing the proposed height of the turbine from the ground when installed. Also, technically the site plan should show the distance of the proposed development to the boundaries of the property. Matt has said that the submitted site plan 'will do', but if at all possible could you also update the site plan showing the distance to the boundaries? Regards, Linda	
AI-196692	06/08/2021		Hi Antonius, I have downloaded the documents associated with your DA application. I note that the estimated cost of your proposed development on your application is \$0.	

From: Antonius [REDACTED]
Sent: Tuesday, 12 October 2021 5:22 PM
To: Matt Clarkson
Subject: Re: Information request DA-43-2021 12 October 2021
Attachments: 3000 watt wind turbine specs 1.jpg; 3000 Watt wind Turbine specs 2.jpg; 3000 watt wind turbine.jpg

Hi Matt

I searched ebay and found what I believe is the same wind turbine and even this one is unbranded but I did copy the specifications for your perusal.

I have also added a big exhaust system the the generator to silence it even further.

Regards Antonius

Item specifics

Condition:	Brand New: A brand-new, unused, unopened, undamaged item in its original packaging (where packaging is included). Please see the seller's page for details. Read more
Rated voltage:	12/24V/48V
Rated Wind Speed:	13m/s
Room:	Outdoor
Safe wind speed:	55m/s
Starting wind speed:	2.0m/s
Style:	Modern
Type:	Wind Turbine Generator
Warranty:	10 Years
Wattage:	3000W(Power inverter is 2000W)
Weight:	9kg

Features:

- 1.Using high-power tracking intelligent microprocessor control, effective regulation
- 2.Start the wind speed is low, high wind energy utilization; small size, good looks,
- 3.The installation of user-friendly design, convenient equipment installation, maintenance
- 4.The shell is made of aluminum alloy die-casting, with double bearing carrier, anti-rust
- 5.The wind wheel blades are made of nylon fiber, coupled with the optimization of power generation.
- 6.The generator using patented magnetic bearing alternator, coupled with a specific generator has a more good matching characteristics, the unit running reliability.
- 7.It is ideally suited for the leisure sector and is known for charging batteries for backup supplements!

Specifications:

Leaf material: nylon fiber
Generator case: Casting aluminum alloy
Colour: white
Blade length:5PCS:0.6m/3PCS:0.65m
Wind wheel diameter:5PCS:1.25m/3PCS:1.35m
Weight:9kg
Package Size: 670x280x205
Power:3000W
Rated voltage: 12V/24V/48V
Starting wind speed:2.0m/s
Rated wind speed: 13m/s
Safe wind speed: 55m/s
Number of leaves: 5PCS
Control system: Electromagnet/wind wheel yaw
Wind direction adjustment: automatic adjustment of the wind
Wind power and type: three-phase AC permanent magnet synchronous generator
Operating temperature: -40°C~+80°C



3000W Wir
Power Invei

Cond

F

Qual

Pr

Free p

Post

Deli

Ret

Paym



----- Original Message -----

From: "Matt Clarkson" <MClarkson@uralla.nsw.gov.au>

To: [Redacted]

Cc: "Linda Maynard" <LMaynard@uralla.nsw.gov.au>

Sent: 12/10/2021 1:00:10 PM

Subject: Information request DA-43-2021 12 October 2021

Hello Antonius

Council needs to know the brand of turbine so that we can find out expected noise levels.

Without this information we cannot properly assess the DA, and would have to look at returning the DA or a recommended refusal.

Regards

Matt Clarkson

Manager of Development and Planning

Uralla Shire Council | Po Box 106 Uralla NSW 2358
p 02 6778 6310 | f 02 6778 6349 | m 0419 861 719



From: Linda Maynard
Sent: Tuesday, 12 October 2021 12:06 PM
To: Matt Clarkson <MClarkson@uralla.nsw.gov.au>
Subject: FW: Extra info

From: Antonius [REDACTED]
Sent: Tuesday, 14 September 2021 9:59 AM
To: Linda Maynard <LMaynard@uralla.nsw.gov.au>
Subject: Extra info

Hi Linda

Matt asked for more information on the wind turbine, there is nowhere on the planning portal to put this information.

Please find only information on the turbine there is in picture attached.

Regards Antonius

From: Gyro [REDACTED]
Sent: Wednesday, 17 November 2021 9:01 AM
To: Matt Clarkson
Subject: Re: Query re amendment to application DA-43-2021 15 November 2021

What a load of shit, they are lucky to even see it from where I want to put it.
I just hope the new set of councillors run a new broom through the mess and get some commons sense happening.
I want a refund! due to council stuffing around AGAIN
Antonius not at all happy

----- Original Message -----
From: "Matt Clarkson" <MClarkson@uralla.nsw.gov.au>
To: [REDACTED]
Cc: "Terence Seymour" <TSeymour@uralla.nsw.gov.au>
Sent: Monday, 15 Nov, 2021 At 11:55 AM
Subject: Query re amendment to application DA-43-2021 15 November 2021

Hello Antonius

Council is currently looking at a recommended refusal of your wind turbine application due to amenity impacts on neighbouring properties.

Would you like to amend your application to address these amenity impacts?

Regards

Matt Clarkson

Manager of Development and Planning

Uralla Shire Council | Po Box 106 Uralla NSW 2358

p 02 6778 6310 | **f** 02 6778 6349 | **m** 0419 861 719

15.11 BUNDARRA SEWERAGE SCHEME – PROJECT UPDATE
REPORT – OCTOBER 2021



Department:	Infrastructure & Development
Prepared by:	Project Manager
TRIM Reference:	UINT/21/13547
Attachments:	UINT/21/13552 1. Bundarra Sewerage Scheme Program
	UINT/21/13553 2. Bundarra Sewerage Scheme Cashflow
	UINT/21/13565 3. Section 67 Electrical and Plumbing upgrade variation – progressive claim spreadsheet (A3 paper)

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	3.4	Secure sustainable and environmentally sound water-cycle infrastructure and services
Strategy:	2.4.2	Maintain and renew the sewerage network infrastructure to ensure the provision of efficient and environmentally-sound sewerage services
Activities:	3.4.2.1	Provide Sewerage Services
Action:	3.4.2.1.3	Undertake the project management of the construction phase of the Bundarra Sewerage Scheme through the engagement of project management staff or consultant

SUMMARY:

1. Uralla Shire Council has entered into a contract with Ledonne Constructions to install a Low Pressure sewerage system within the village of Bundarra. This will provide reticulated sewerage to 174 developed properties within the village.
2. The construction contract was originally awarded in December 2020, with a 12 month construction timeframe.

RECOMMENDATION:

That Council:

- I. Receive the Bundarra Sewerage Scheme – Project Update Report – October 2021, and
- II. Note the private works undertaken in the months of August, September and October, 2021, (Attachment 3) for works carried out under the *Local Government Act 1993* Section 67 Private Works Agreement Part (2)(b) and (4).

REPORT:

3. The project is in the construction phase and is 76% complete overall as per the program Gantt Chart – see Attachment 1. The programmed completion is early February 2022.
4. The street mains south of the Lone Pine Bridge in Bundarra and the pumping station and treatment plant are tested and are ready for use.
5. There are minor finishing items at the Sewer Treatment Plant (STP) to be completed. However the plant is functional and the minor tasks can be completed as the concurrent works of residential installation and connections are completed. The items to finish are: the toilet facilities variation, fencing of the new gate entrance between the stock fence and the chain wire security fence, and grading of the access road will occur prior to handover.
6. The sewer main in North Bundarra is also nearing completion. All the mains are in place, some boundary kits, vents and valves remain to be installed, following this, the testing of this will be undertaken prior to connection at the bridge crossing.
7. The sewer main installation on Lone Pine Bridge is set to commence in December 2021, this will connect the north side of the Bundarra village to the pumping station at the corner of Oliver and Bombelli Streets.
8. Installation of the Pressure Sewerage Units (PSU's) is well underway, and as at November 3, 2021, 124 of the 174 installations have been carried out. Pump control panels (PCPs) for the PSU's have been affixed to 120 of the 174 residential buildings. The boundary kits have been installed at 311 of the 342 lots. The electricians have started on the upgrade work, and will finish all the Level 2 qualified work in the next month.
9. The connection of 2 dwellings in Bowline Street, Bundarra at the eastern end, is programmed to occur the week of November 15, 2021. This will start the connection to the dwellings process and this will continue until all dwellings within the scheme are completed. This process will start from Bowline Street, to Tomline Street, and Oliver Street, and so on in Bundarra south of the Lone Pine Bridge until all streets are completed.
10. The Section 67 Agreement, for the Private Works Electrical and Plumbing Upgrades with Uralla Shire Council has been signed off by all property owners, the electrical works have commenced.
11. The Section 67 Private Works are progressively validated by Council staff as they are completed against the tabled works as required. (See attachment 3)The plumbing component of the Section 67 variation will be completed when the connection works commence in January 2022.
12. At Council's extraordinary meeting on the 2 July 2021 at X06.07/21 it was resolved

That Council:

- i. enter into agreements with the owners of the assets on the Bundarra properties that are expected to connect to the Bundarra Sewer Scheme (currently under construction) to undertake the necessary electrical and plumbing upgrades (the private works) necessary to allow the connection to take place;*
- ii. not charge the Bundarra property owners for the private works by setting the fee for the works at \$0.00;*
- iii. authorise the private works costs to be met from the current project budget; and*
- iv. receive a report in accordance with the requirements of section 67 (4) of the Local Government Act 1993 (NSW), subsequent to the works being completed;*
- v. include details or a summary of any resolutions made under section 67 for work carried out under subsection (2)(b) of the Act in the next annual report; and*

- vi. *seek legal advice to determine if there is any permissible method for Council to pay for the private works that may have been undertaken by the owners of the assets since the Council's letter to residents, 8 April 2021, to the date of this resolution and report back to Council.*

13. Attachment 3 details the works completed for the individual properties for the months of August and September and satisfies the reporting requirements for section 67(4) of the *Local Government Act 1993* (NSW).

CONCLUSION:

14. The anticipated completion date for the scheme is 3 February, 2022. There are currently adequate funds to progress the private works variation and other variations as approved by Council.

COUNCIL IMPLICATIONS:

15. Community Engagement / Communication

A letter drop has been circulated by USC to properties within the scheme informing of the connection program timing by street. Individually, Ledonne Construction's supervisory staff are contacting the residents to inform of the specifics of the day the connection is to occur and provide scheduling of the short outage for a convenient time.

There are regular reports to Council, informing of progress and budgetary status.

A community meeting is now possible due to COVID regulation relaxation, and Ledonne Construction Management and USC Project Management will be available when this is ready to be reconvened.

16. Policy and Regulation

Section 67, NSW local Government Act, 1993

17. Financial / Long Term Financial Plan

	GST EXC	\$
Total Ledonne Contract Tendered (\$7,767,506 GST INC)	7,061,369	\$7,061,369
Approved Variations		
Rock (Rate item)	130,925	
v1. Additional PU & BK various locations 4 lots at \$13K+GST	52,000	
v2. Electrical extra items in SPS cabinet	2,322	
v3. Alternative spin klin filter	8,496	
v4. Vegawell 52 in irrigation well	6,169	
v5. Valve change at irrigation pump shed to rising stem type (credit)	-545	
v6. Additional dismantling joints	1,573	
v7a. Electrical upgrades	281,486	

v7b. Plumbing upgrades	192,767	
v8. Security Fencing at SPS	7,500	
v9. Toilet, shower and hand basin at STP	66,206	
Total Variations	748,899	748,899
Ledonne Contract + Variations		\$7,810,268
Council costs including project management to date.		97,443
Council total expenditure and commitment to date		\$7,907,711
Council costs project management to finish @\$10,000/month (5 months)		\$50,000
Total expenditure and commitments projected to complete		\$7,957,711
Council Commitment		\$1,785,113
Grant funding capped maximum with contingency.		\$6,113,220
Additional funding for contingency USC OM September 2021		\$85,000
Total Available		\$7,983,333
Remaining uncommitted contingency		\$25,622

Tabulated financial position November 2021, USC contract with RFT10031531 with Ledonne Constructions

Uralla Shire Council has engaged Ledonne Constructions for the above Tender price plus additional variations noted to date. The residual funding available for contingencies as at November 2021 is \$25,622. This is comparable to last month's contingency projection of \$25,945.

Attachment 2 is the cash flow document, which shows the claims to date at \$6,466,243.41 with the October 2021 claim \$793,522.42 equals \$7,259,765.83 (All GST INC). Financially 84% of the approved Ledonne contract including the private works variation has been paid to date.

The value of the grant is up to \$6,113,220 from the Department of Planning, Industry and Environment from the Safe and Secure Water Program with \$1,870,113 from Council (including variations).

18. Asset Management / Asset Management Strategy

Uralla Shire Council will take on additional infrastructure as a result of the installation of the system. This requires "Capitalising of the Sewerage Assets" and inclusion in Council's Asset Management system which will be depreciated as per normal Council accounting practises. The individual lots will continue to be charged for the sewer connection as per Council's Revenue Policy.

19. Workforce / Workforce Management Strategy

Additional staffing will be required to undertake normal operations and maintenance work and has been included in the 2021/22 Operational Plan and Budget. Council staff will require up-skilling to monitor and operate the scheme. There are some automated systems which provide remote warnings of systems which require maintenance.

20. Legal and Risk Management

The sewer scheme will address the health and environmental risks for the Bundarra urban environment.

21. Performance Measures

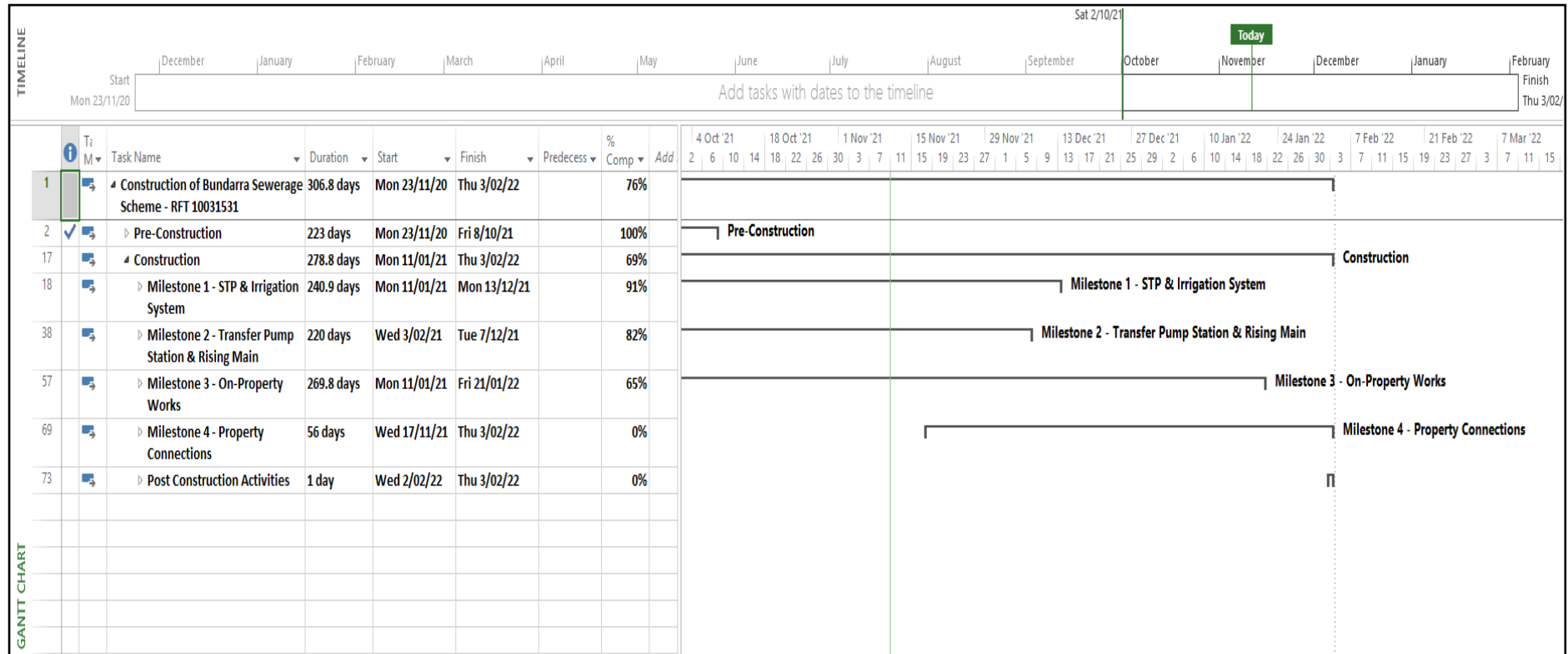
The project is planned to be completed in February, 2022. Attachment 1 is a Gantt chart showing the projected Milestone completions.

22. Project Management

Uralla Shire Council has a Project Manager assigned to this construction project. Reporting is carried out on a monthly basis, to the Department of Planning, Industry & Environment -Water. Claims are submitted in accordance with the Funding Deed, specified Milestone Payments.

The Section 67 approval by Uralla Shire Council, has extended the work scope for the Project Manager on this project, both in surveillance and administration.

Attachment 1 – November 2021 – Bundarra Sewerage Scheme – Program



BUNDARRA SEWERAGE SCHEME - CONTRACT RFT 10031531																		
ITEM	VALUE	PC 1	PC 2	PC 3	PC 4	PC 5	PC 6	PC 7	PC 8	PC 9	PC 10	PC 11	PC 12	PC 13	PC 14	PC 15	PC 16	
		Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	
1 BUNDARRA SEWERAGE SCHEME	\$7,767,506.00																	
1 PRELIMINARIES & PROJECT MANAGEMENT establishment, docs. Survey,O&M, WAE	\$242,445 \$242,445	\$60,900	\$26,033	\$8,505	\$2,245	\$2,245	\$9,766	\$7,049	\$7,049	\$4,693	\$7,733	\$20,000	\$20,000	\$10,000	\$10,000	\$20,000	\$20,000	
2 RETICULATION SYSTEM & ON PROPERTY WORKS streetmains incl bridge crossing, ezydump BKs & BK-main poly - ALL ON PROPERTY WORKS incl PU-BK poly	\$3,765,454 \$1,344,932 \$754,352 \$1,666,170	\$20,000	\$5,200	\$13,200	\$47,130	\$221,900	\$211,787	\$217,716	\$94,560	\$167,464	\$155,878	\$183,000						
3 TRANSFER PUMPING STATION Obrien Electrical / Ledonne Xylem / ledonne other - construct	\$637,087 \$207,870 \$336,766 \$92,451		\$5,000	\$11,267	\$46,077	\$74,606	\$11,223	\$17,924	\$20,246	\$909	\$19,264							
4 SEWER RISING MAIN Ledonne	\$783,211 \$783,211	\$20,000	\$49,000	\$114,345	\$211,869	\$99,600	\$62,452	\$9,438	\$97,742	\$100,250	\$11,750							
5 CONSTRUCTION OF STP Ponds Fencing Pipelines & flow structures Effluent irrigation system Electrical - Obrien & Solar Depot & ledonne	\$2,227,511 \$839,499 \$155,132 \$136,629 \$803,526 \$292,725		\$141,000	\$126,467	\$302,422	\$362,517	\$42,917	\$10,975	\$3,181									
6 PROVISION OF SPARES spares	\$44,240 \$44,240											\$20,000	\$24,240					
7 RATE ITEMS Extra over rock at SPS Extra over unsuitable trench foundation Extra over rock at STP	\$48,550 \$9,000 \$9,550 \$30,000				\$0	\$0	\$0	\$0	\$0	\$0	\$0							
8 SCHEDULE OF OPTIONAL WORK Access rd off MT DRUMMOND to Irrigation Pump Shed	\$19,008 \$19,008				\$9,504	\$7,604	\$0	\$0	\$0									
Total	\$7,767,506.00																	
9 VARIATIONS Variation - rock at rate offered - above tendered qty	\$679,770.70 \$144,018	\$0	\$0	\$0	\$0	\$17,073	\$467	\$1,145	\$0	\$102,019	\$75,240	\$115,000	\$115,000	\$50,000	\$50,000	\$33,000		
Actual Monthly Claim		\$179,114	\$367,375	\$517,991	\$1,039,170	\$1,216,556	\$962,219	\$735,197	\$588,941	\$859,678	\$793,522	\$0	\$0	\$0	\$0	\$0	\$0	
Predicted Cashflow @ January 2021		\$175,900	\$755,000	\$1,453,000	\$1,438,275	\$1,353,025	\$952,856	\$563,211	\$414,352	\$321,102	\$120,000	\$195,000	\$25,785					
Predicted Cashflow @ September 2021										\$684,170	\$731,000	\$697,000	\$479,240	\$243,000	\$40,000	\$70,000	\$20,000	
Revised Contract Sum (incl. GST)	\$8,591,294.70																	
Payment to date	\$6,466,243.41																	
This Claim	\$793,522.42																	
Balance to Complete	\$1,331,528.87																	
% Complete	84.50%																	

15.11 Attachment #3

November 2021 - Attachment 3 - Bundarra Sewerage Scheme - Section 67 Private Works Plumbing and Electrical Variation - Progressive Claim																																
parcel_title	property_address	owners	Replace Earth Stake & Wire	Replace Consumer Mains 1 phase	Replace Consumer Mains 2/3 phase	Replace Service Mains 1 phase	Replace Service Mains 2/3 phase	Replace Neutral Link	Replace Main Switch (1 Phase current limiter)	Replace Main Switch (2/3 Phase current limiter)	Install service fuse	Replace Meter service fuse & wiring	Complete new meter box	Supply & install POA Bracket	other	Total cost incl. materials	Nature of the work	Type & Qty materials used	Total cost incl. materials													
Baker Street																																
Lot: 21 DP: 855328	4 Baker Street	Mr H B Dwyer	1	0		0			1			1		1	Check POA		replace earth stake & wire, replace service fuse & wire	Electrical materials. 1 x earth stake, 1 x earth wire, 1 x service fuse, 1 x fuse wire	\$501													
Lot: 9 Sec: 4 DP: 758181	7 Baker Street	Mr T R Hollis	1	0					1			1					replace earth stake & wire, replace service fuse & wire	Electrical materials. 1 x earth stake, 1 x earth wire, 1 x service fuse, 1 x fuse wire	\$501													
Lot: 15 Sec: 54 DP: 758181	8 Baker Street	Ms K M Hunt	1	0		1		1	1			1					replace service mains, main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x Current limiter main switch	\$1,228													
Lot: 9 Sec: 3 DP: 758181	17 Baker Street	Mr B W Mansfield & Mrs K L Mansfield							1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150													
Lot: 10 Sec: 3 DP: 758181	19 Baker Street	Mr R J Moffatt & Mrs D H Moffatt	1	0		0		1	1			1					replace earth stake & wire, replace service fuse & wire	Electrical materials. 1 x earth stake, 1 x earth wire, 1 x service fuse, 1 x fuse wire	\$501													
Lot: 9 Sec: 2 DP: 758181	20 Baker Street	Mr R A Dasey & Mrs N V Dasey						1	1								renew main switch, install neutral link	Electrical materials. 1 x Current limiter main switch, 1 x neutral link	\$290													
Lot: 13 Sec: 54 DP: 758181	12 Baker Street	Mr A J Cooke & Ms R M Carreno	1	1		1		1	1					1			replace service mains, replace consumer mains, renew main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x Current limiter main switch	\$2,383													
Bendemeer Street																																
Lot: 1A Sec: 61 DP: 417535	1 Bendemeer Street	Ms J D Stibbard & Mrs S L Johnson	1	0		0		1	1			0					renew main switch	Electrical materials. 1 x Current limiter main switch	\$150													
Lot: 1B Sec: 61 DP: 417535	3 Bendemeer Street	Ms C L Dougherty	1	1		0			1					1			replace consumer mains, renew main switch	Electrical materials. 1 x consumer mains Ave. 10m, 1 x Current limiter main switch	\$1,155													
Lot: 2 DP: 133645	5 Bendemeer Street	Mr J R Andrews							1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150													
Lot: 1 DP: 724451	6 Bendemeer Street	Mr R F Layton		0		1			1		1			1			replace service mains, renew main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x Current limiter main switch	\$1,428													
Lot: 1 DP: 114093	7 Bendemeer Street	Ms P A Nowland	1	1		1		1	1			1	1	1			replace service mains, replace consumer mains, install neutral link, install complete new meter box	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x neutral link, 1 x new meter box	\$3,823													
Lot: A DP: 333446	10 Bendemeer Street	Mr S A Groth	1		3 phase		0	1	3 phase	3 ph		1				\$636	replace consumer mains, install complete new meter box with submains to existing meter box	Electrical materials. 3ph consumer mains Ave. 15m, 1 x new meter box & submains Ave.15m	\$3,406													
Lot: 1 DP: 3689	11-13 Bendemeer Street	Mr S B Hall	1						1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150													
Lot: B DP: 333446	12 Bendemeer Street	Ms G P Pearson	1	1		1			1		1						replace service mains, replace consumer mains, renew main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x Current limiter main switch	\$2,383													
Lot: A DP: 348713	14 Bendemeer Street	Mr V Panuccio	1						1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150													
Lot: 3 DP: 1111441	15 Bendemeer Street	Mr P L Anderson	1	1		1		1	1			1	1	1	1 phase Submains replaced with new meter box	\$320	replace service mains, replace consumer mains, install complete new meter box including submains, install new POA	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x new meter box, new submains from existing meter box to new meter box, 1 x new POA	\$4,353													
Lot: A DP: 417534	18 Bendemeer Street	Bundarra Community Purpose Reserve Trust	1		3 phase	1		1	3 phase			1	1				replace service mains, replace 3ph. Service mains, install complete new meter box	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave.10m, 1 x new meter box	\$3,848													
Lot: 4 Sec: 17 DP: 758181	26 Bendemeer Street	Uralla Shire Council	1	0	1			1	3 phase			1	1				replace 3ph. Service mains, install complete new meter box	Electrical materials. 1 x consumer mains Ave.10m, 1 x new meter box	\$2,770													
Lot: 9 Sec: 66 DP: 758181	29 Bendemeer Street	Uralla Shire Council		0		0	1	1	0 3 Phase			3	0				replace service mains, install neutral link, renew main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x neutral link, 1 x main switch current limiter	\$2,657													
Lot: 6 DP: 578142	33 Bendemeer Street	Ms E J Squires	1	1		1			1	1							replace service mains, replace consumer mains	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m	\$2,233													
Lot: 8 Sec: 17 DP: 758181	34 Bendemeer Street	Anglican Church	1	1		0		1	1			1					replace consumer mains, main switch	Electrical materials. 1 x consumer mains Ave. 10m, 1 x Current limiter main switch	\$1,305													
Lot: 7 DP: 578142	35 Bendemeer Street	Mrs H M Feebrey						1	1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150													
Lot: 2C Sec: 16 DP: 151530	37 Bendemeer Street	Ms W P Clarke	1	1		0			1			1	1	1			replace consumer mains, install complete new meter box, install new POA	Electrical materials. 1 x consumer mains Ave. 10m, 1 x new meter box, 1 x new POA	\$2,955													
Lot: 2A Sec: 16 DP: 151530	41 Bendemeer Street	Mrs U M Gleeson	1	1		1		1	1			1	1	1	1 phase Submains replaced with new meter box	\$451	replace service mains, replace consumer mains, install complete new meter box with submains to existing meter box	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x new meter box & submains Ave.15m	\$4,134													
Lot: 3 Sec: 31 DP: 758181	60-62 Bendemeer Street	Mr S B Hall	1	0		1		1	1								replace service mains, renew main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x main switch current limiter	\$1,228													
Lot: 1 Sec: 30 DP: 758181	61 Bendemeer Street	Ms K M Hunt	0	0		0			1	1		0					replace main switch, install service fuse	Electrical materials. 1 x Current limiter main switch, 1 x service fuse	\$519													
Lot: 4 Sec: 31 DP: 758181	64 Bendemeer Street	Anglican Special District of Bundarra	1	1		0		1	1			1	1				replace consumer mains, install complete new meter box	Electrical materials. 1 x consumer mains Ave. 10m, 1 x new meter box	\$2,605													
Lot: 5 Sec: 31 DP: 758181	66 Bendemeer Street	Ms L J Dale	1	0		0		1	1			1					replace earth stake, install service fuse & wire	Electrical materials. 1 x earth stake, 1 x service fuse & wire	\$501													
Lot: 19 Sec: 30 DP: 758181	69-71 Bendemeer Street	Mr S J Sixsmith & Mrs H L Sixsmith		0					1		0	1					replace main switch, install service fuse & wire	Electrical materials. 1 x Current limiter main switch, 1 x service fuse & wire	\$519													
Lot: 2 Sec: 33 DP: 758181	73 Bendemeer Street	Ms J M Egginis	1	1		1			1			1					replace service mains, main switch, earth stake, service fuse & wire	Electrical materials. 1 x service mains Ave. 15m, 1 x Current limiter main switch, 1 x earth stake & wire, 1 x service fuse & wire	\$1,729													
Lot: 20 Sec: 33 DP: 758181	81 Bendemeer Street	Mr V Panuccio							1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150													
Lot: 11 Sec: 32 DP: 758181	82 Bendemeer Street	Ms C A Crago							1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150													
Bombelli Street																																
Lot: 9 Sec: 58 DP: 758181	2 Bombelli Street	Mr J T Stibbard	1	1		1			1			1					replace service mains, replace consumer mains	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m	\$2,233													
Bowline Street																																
Lot: 7 Sec: 64 DP: 758181	2 Bowline Street	Mr G L Hollis & Mrs C M Hollis	0	0		0		0?	1			1					replace main switch, install service fuse & wire	Electrical materials. 1 x Current limiter main switch, 1 x service fuse & wire	\$519													
Lot: 5 Sec: 64 DP: 758181	6 Bowline Street	Mrs A J Layton							1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150													
Lot: 4 Sec: 64 DP: 758181	8 Bowline Street	Mr P R Edwards		0		1			1			1					replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228													

November 2021 - Attachment 3 - Bundarra Sewerage Scheme - Section 67 Private Works Plumbing and Electrical Variation - Progressive Claim

parcel_title	property_address	owners	Replace Earth Stake & Wire	Replace Consumer Mains 1 phase	Replace Consumer Mains 2/3 phase	Replace Service Mains 1 phase	Replace Service Mains 2/3 phase	Replace Neutral Link	Replace Main Switch (1 Phase current limiter)	Replace Main Switch (2/3 Phase current limiter)	Install service fuse	Replace Meter service fuse & wiring	Complete new meter box	Supply & install POA Bracket	other	Total cost incl. materials	Nature of the work	Type & Qty materials used	Total cost incl. materials
Lot: 2 Sec: 64 DP: 758181	12 Bowline Street	Mr L J Betts & Mrs S Betts	1	0		0			1			1					replace main switch, earth stake, service fuse & wire	Electrical materials. 1 x Current limiter main switch, 1 x earth stake & wire, 1 x service fuse & wire	\$651
Lot: 2 DP: 1111216	19-23 Bowline Street	Ms P A Harvey	1	1		1		1	1			1					replace service mains, replace consumer mains, renew main switch. Replace neutral link	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x Current limiter main switch. Install neutral link	\$2,523
Lot: 11 Sec: 61 DP: 758181	24 Bowline Street	Mr G J Gleeson & Mrs M M Gleeson						1	1								renew main switch, install neutral link	Electrical materials. 1 x Current limiter main switch, 1 x neutral link	\$290
Lot: 3 DP: 16156	25 Bowline Street	Mr J G Williamson & Ms J D Stibbard							1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150
	25A Bowline St								1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150
Lot: A DP: 356266	31 Bowline Street Burnett Street	Mr K G Miller & Ms D A Cook	1	0		0			1			1					replace main switch, install service fuse & wire	Electrical materials. 1 x Current limiter main switch, 1 x service fuse & wire	\$519
Lot: 4 Sec: 4 DP: 758181	4 Burnett Street Clerk Street	Mr B M Morris & Mrs M M Morris	1	0		1			1								replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228
Lot: 4 Sec: 55 DP: 758181	5 Clerk Street	Mr R W Turner & Mrs L A Turner	1	0		0		1	1		1						replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501
Lot: 13 Sec: 55 DP: 758181	13 Clerk Street Court Street	Mr T D O'Brien	1	1		0		1	1			1	1				replace consumer mains, install complete new meter box	Electrical materials. 1 x consumer mains Ave. 10m, 1 x new meter box	\$2,605
Lot: 9 DP: 3689	1 Court Street	Ms T M Layton		0		1			1			1					replace service mains	Electrical materials. 1 x service mains Ave. 15m	\$1,078
Lot: A Sec: 17 DP: 156897	2 Court Street	Uralla Shire Council		0					1		1	0					replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501
Lot: 4 Sec: 60 DP: 758181	3 Court Street	Mr R F Layton	1	0		1		1	1			1					replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228
Lot: 6 Sec: 60 DP: 758181	7 Court Street	Mr P G Heyman	1	0		1			1			1					replace service mains, replace consumer mains	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m	\$2,233
Lot: 7 Sec: 60 DP: 758181	9 Court Street	Bundarra Pre-School	1	1		1		1	1			1	1	1			replace service mains, replace consumer mains, replace POA bracket	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x POA bracket	\$2,583
Lot: 9 Sec: 60 DP: 758181	13 Court Street	Mrs M J Gregory & Mr P J Gregory	1	0		0		1	1			1					replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501
Lot: 1 Sec: 59 DP: 758181	10 Court Street Dawkins Street	Mr A T Dezius & Mrs R B Dezius		0		0			1			1					replace main switch, install service fuse & wire	Electrical materials. 1 x Current limiter main switch, 1 x service fuse & wire	\$519
Lot: 14 Sec: 54 DP: 758181	15 Dawkins Street	Mr B J Baker & Mrs C L Baker	1	0		0		1	1								renew main switch, install neutral link	Electrical materials. 1 x Current limiter main switch, 1 x neutral link	\$290
Lot: 4 Sec: 1 DP: 758181	12 Dawkins Street	Mr B J Wilkes & Mrs K L Wilkes	1	0		1			1								replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228
Lot: 10 Sec: 55 DP: 758181	3 Dawkins Street	Mr T E Holland							1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150
Lot: 1 Sec: 55 DP: 758181	1 Dawkins Street	Ms C M Edwards	1	1		0		1	1			1	1		1 phase Submains replaced with new meter box		replace consumer mains, install complete new meter box with submains to existing meter box	Electrical materials. 1 x consumer mains Ave. 10m, 1 x new meter box & submains Ave. 15m	\$3,056
Lot: 9 Sec: 1 DP: 758181	20 Dawkins Street	Mr K P Rohrlach	1	0		0		1	1		1						replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501
Lot: 10 Sec: 1 DP: 758181	22 Dawkins Street Hill Top Lane	Mr R J Dwyer	1	0		1		1	1			1					replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228
Lot: 1 Sec: 3 DP: 758181	9 Hill Top Lane Muirhead Street	Mr S W Jackson & Mrs G J Jackson	1	0		1			1			1					replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501
Lot: 2 Sec: 30 DP: 758181	1 Muirhead Street	Mr D K McLennan & Mrs A G McLennan	1	0		1			1		1	0					replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228
Lot: 5 Sec: 30 DP: 758181	3 Muirhead Street Oliver Street	Mr A J Smith & Mrs K Smith		0		1			1			1					replace service mains	Electrical materials. 1 x service mains Ave. 15m	\$1,078
Lot: 1 DP: 150503	2 Oliver Street	Mrs S D Cooke	1		3 phase	1		1		3 phase	1						replace service mains, replace consumer mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x current limiter main switch	\$2,583
Lot: 1 DP: 535551	4 Oliver Street	Mr E Lea & Mrs M Lea		1?					1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150
Lot: 1 DP: 850639	6 Oliver Street	Ms D J Robinson	1	1					1			1	1				replace consumer mains, install complete new meter box	Electrical materials. 1 x consumer mains Ave. 10m, 1 x new meter box	\$2,605
Lot: 2 Sec: 59 DP: 758181	9 Oliver Street	Mr D J Wooster	1						1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150
Lot: 1 DP: 787848	14 Oliver Street	Ms T D Ingleby							1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150
Lot: 5 Sec: 59 DP: 758181	15 Oliver Street	Estate of M U Strahle	1	0		0			1		1						replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501
Lot: 9 Sec: 59 DP: 758181	23 Oliver Street	Mr M V Fox	1	1		1			1								replace service mains, replace consumer mains, renew main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x Current limiter main switch	\$2,383
Lot: 1 Sec: 14 DP: 758181	28 Oliver Street	Ms J L McLennan	1	0		1			1		1	0					replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228
Lot: 2 Sec: 14 DP: 758181	30 Oliver Street	Mr G R Eggins	1					1	1			1					replace earth stake & wire, replace main switch current limiter	Electrical materials. 1 x earth stake & wire, 1 x main switch current limiter	\$282
Lot: 5 Sec: 14 DP: 758181	32 Oliver Street	Mr J T Mueller						1	1								renew neutral link	Electrical materials. 1 x neutral link	\$140
Lot: 6 Sec: 14 DP: 758181	38 Oliver Street	Mr L J Betts							1		1						replace main switch, install service fuse	Electrical materials. 1 x Current limiter main switch, 1 x service fuse	\$519
Lot: 3 Sec: 66 DP: 758181	5 Oliver Street Rowe Street	Catholic Church Bundarra	1		2 phase	1		1		2 phase		1	1	1	1 asbestos board		install complete new meter box	Electrical materials. 1 x new meter box	\$1,450
Lot: 4 Sec: 33 DP: 758181	2 Rowe Street	Mr F Panuccio	1	0		1			1			1					replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228
Lot: 18 Sec: 30 DP: 758181	1 Rowe Street Souter Steet	Mr W J Dawson & Mrs E E Dawson				1			1								replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228
Lot: 3 Sec: 18 DP: 758181	4 Souter Street	Mr J R Nelson & Mrs M Nelson	0						1								renew main switch	Electrical materials. 1 x Current limiter main switch	\$150
Lot: 3 DP: 986236	1 Souter Street	Ms K T Casimir	1	0		1			1		1	0					replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228
Lot: 2 DP: 535551	3 Souter Street	Mr B J Eggins		0				1	1		0	1					replace main switch, install service fuse & wire	Electrical materials. 1 x Current limiter main switch, 1 x service fuse & wire	\$519

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parcel_title	property_address	owners	Replace Earth Stake & Wire	Replace Consumer Mains 1 phase	Replace Consumer Mains 2/3 phase	Replace Service Mains 1 phase	Replace Service Mains 2/3 phase	Replace Neutral Link	Replace Main Switch (1 Phase current limiter)	Replace Main Switch (2/3 Phase current limiter)	Install service fuse	Replace Meter service fuse & wiring	Complete new meter box	Supply & install POA Bracket	other	Total cost incl. materials	Nature of the work	Type & Qty materials used	Total cost incl. materials	
Lot: 2 DP: 850639	5 Souter Street	Mr L R Byfield & Mrs D J Byfield						1	1								renew main switch & neutral link	Electrical materials. 1 x Current limiter main switch, 1 x neutral link	\$290	
Lot: 4 Sec: 18 DP: 758181	6 Souter Street	Ms J A Ridgewell				1				1							replace service mains	Electrical materials. 1 x service mains Ave. 15m	\$1,078	
Lot: 5 Sec: 18 DP: 758181	8 Souter Street	Ms C Panuccio		0		0				1							renew main switch	Electrical materials. 1 x Current limiter main switch	\$150	
Lot: 1 Sec: 19 DP: 758181	16 Souter Street	Ms C Willis		0		1		1		1	1						replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228	
Lot: 5 Sec: 19 DP: 758181	22 Souter Street	Ms L M Harper		0		0				1		0					replace main switch, install service fuse	Electrical materials. 1 x Current limiter main switch, 1 x service fuse	\$519	
Lot: 9 Sec: 19 DP: 758181	30 Souter Street	Ms M A Berry	0	1		1											replace service mains, replace consumer mains	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m	\$2,233	
Lot: 2 Sec: 37 DP: 758181	36 Souter Street Tomline Street	Estate of M J Fox	1	0		1				1							replace service mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch	\$1,228	
Lot: 8 Sec: 64 DP: 758181	1 Tomline Street	Mr R A Doyle	1			1		1		1							replace service mains, replace main switch. Replace neutral link	Electrical materials. 1 x service mains Ave. 15m, 1 current limiter main switch. 1 x neutral link	\$1,368	
Lot: 1 DP: 800182	5 Tomline Street	Mr G B McMullen & Mrs C R McMullen	1							1							renew main switch	Electrical materials. 1 x Current limiter main switch	\$150	
Lot: 11 Sec: 64 DP: 758181	7 Tomline Street	Mr I D Farr-Wharton & Mrs T E Farr-Wharton		0		0				1	0	1					replace main switch, install service fuse & wire	Electrical materials. 1 x Current limiter main switch, 1 x service fuse & wire	\$519	
Lot: 15 Sec: 60 DP: 758181	14 Tomline Street	Mr D T Gleeson	1	0		0		1		1							replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501	
Lot: 6 Sec: 61 DP: 758181	17 Tomline Street	Mr G Panuccio & Ms J L Kenny	1	1		1		1		1			1				replace service mains, replace consumer mains, install complete new meter box. Install neutral link & main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x new meter box. 1 x neutr link, 1 x main switch current limiter	\$3,973	
Lot: 14 Sec: 60 DP: 758181	18 Tomline Street	Mr A W Gleeson	1	0		0		1		1			1				replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501	
Lot: 7 Sec: 61 DP: 758181	19 Tomline Street	Mr A R Ewing & Mrs L F Ewing								1							renew main switch	Electrical materials. 1 x Current limiter main switch	\$150	
Lot: 8 Sec: 61 DP: 758181	21 Tomline Street	Mr M R Allen & Mrs S L Allen								1							renew main switch	Electrical materials. 1 x Current limiter main switch	\$150	
Lot: 12 Sec: 60 DP: 758181	22 Tomline Street	Mr J L Harper & Ms L M Harper				1				1							replace service mains, main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x Current limiter main switch	\$1,228	
Lot: 9 Sec: 61 DP: 758181	23 Tomline Street	Ms J M Gleeson	1	1		1				1							replace service mains, replace consumer mains, renew main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x Current limiter main switch	\$2,383	
Lot: 11 Sec: 60 DP: 758181	24 Tomline Street	Mr D C Pearce	1	1		0				1							replace consumer mains, main switch	Electrical materials. 1 x consumer mains Ave. 10m, 1 x Current limiter main switch	\$1,305	
Lot: 10 Sec: 60 DP: 758181	26 Tomline Street	Mr J E Roelands		0		0				1							replace main switch, install service fuse & wire	Electrical materials. 1 x Current limiter main switch, 1 x service fuse & wire	\$519	
Lot: 1 DP: 1214013	28 Tomline Street	Ms M F Gleeson	1	1		1		1		1							replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501	
Lot: 3 DP: 1207353	29 Tomline Street	Mr B E Rowbottom & Mrs M I Rowbottom	0					1		1							renew main switch & neutral link	Electrical materials. 1 x Current limiter main switch, 1 x neutral link	\$290	
Lot: 1 Sec: 57 DP: 758181	33 Tomline Street	Mr P D Layton	1	1		1				1							replace service mains, replace consumer mains, replace main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x current limiter main switch	\$2,583	
Lot: 13 Sec: 58 DP: 758181	34 Tomline Street	Mr G N Gaudern & Mrs R D Mason-Gaudern	1	1		1		1		1							replace service mains, replace consumer mains, renew main switch. Install neutral link	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x Current limiter main switch. 1 x neutral link	\$2,523	
Lot: 12 Sec: 58 DP: 758181	38 Tomline Street	Mr B J McLoughlin & Mrs F L McLoughlin	1	0		0				1	1						replace earth stake & wire, service fuse & wire	Electrical materials. 1 x earth stake & wire, 1 x service fuse & wire	\$501	
Lot: 5 Sec: 61 DP: 758181	13-15 Tomline Street	Ms M E Brennan	1					1		1							renew main switch & neutral link	Electrical materials. 1 x Current limiter main switch, 1 x neutral link	\$290	
Lot: 2 Sec: 65 DP: 758181	10-12 Tomline Street White Street	Mr R V Easy & Mrs L M Easy	1	1		1				1							replace service mains, replace consumer mains. Install main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m. 1 x main switch current limiter	\$2,383	
Lot: 9 Sec: 30 DP: 758181	6 White Street	Mrs J M Smith				1				1							replace service mains, main switch	Electrical materials. 1 x service mains Ave. 15m, 1 x Current limiter main switch	\$1,228	
Lot: 12 Sec: 30 DP: 758181	10 White Street	Mrs L M Hetherington & Mrs S M Irwin								1							replace main switch, install service fuse	Electrical materials. 1 x Current limiter main switch, 1 x service fuse	\$519	
Lot: 11 Sec: 18 DP: 758181	4 White Street	Mr J R Wright	1	1		1		1		1			1				replace service mains, replace consumer mains, install complete new meter box	Electrical materials. 1 x service mains Ave. 15m, 1 x consumer mains Ave. 10m, 1 x new meter box	\$3,683	
Lot: 10 Sec: 18 DP: 758181	2 White Street	Mr G R Eggs								1							renew main switch	Electrical materials. 1 x Current limiter main switch	\$150	
Lot: 1 DP: 1207353	25 White Street	Mr D A Tickle & Mrs L M Tickle	0	1		0		1		1							replace consumer mains, main switch	Electrical materials. 1 x consumer mains Ave. 10m, 1 x Current limiter main switch	\$1,305	
			92	34	7	53	2	69	154	10	20	56	19	19				CumulativeTotal		\$133,229
		August claim	2	0	0	1	0	4	28	0	4	8	0	0				costs claimed to date		\$10,530
		September Claim	7	18	2	28	0	0	17	0	1	6	10	1				costs claimed to date		\$76,059
		October Claim	9	9	2	13	1	9	25	2	4	5	4	4				This Claim		\$46,640

Key
 previous - completed in Aug
 Sept Claim - completed in Sept
 Oct claim - completed in October



15.12 URALLA GROUNDWATER PROJECT – UPDATE REPORT –
OCTOBER 2021

Department: Infrastructure & Development
Prepared by: Project Manager
TRIM Reference: UINT/21/13413
Attachments: UINT/21/13416 1. Draft Desktop Review – Uralla Groundwater Project
 UINT/21/13415 2. Uralla Groundwater Project - Program

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 3.4 Secure sustainable and environmentally sound water-cycle infrastructure and services

Strategy: 3.4.1 Maintain and renew water network infrastructure to ensure the provision of secure, quality and reliable drinking water supplies.

Activities: 3.4.1.1 Provide Water Supply

Action: 4.2.2.3.1 Identify and seek funding opportunities for water and sewer infrastructure projects subject to operating costs being funded from operational revenue

SUMMARY:

1. The Uralla Groundwater Project’s purpose is to investigate and develop the potential of a groundwater source to supplement Kentucky Dam supply as a potable water source for Uralla Township.
2. Uralla Shire Council has a Funding Agreement with the Department of Planning, Infrastructure and Environment, Water Division for this project. It is \$1.5M dollars and 100% funded by the grant. This money, as per Schedule A of the funding deed is to be expended by the end of June 2022.
3. The timeframe is tight but the project is currently on track.

RECOMMENDATION:

That Council note the Uralla Groundwater Project – Update Report.

REPORT:

4. Uralla Shire Council has tendered for a Hydrogeological Consultant (HEC) to assist in delivering this project. Harwood Environmental Consultants (HEC) have been engaged. (Confidential Matters resolution 42.07/21 July27, 2021 USC Meeting)
5. Phase 1 of the project is complete. This is a desktop assessment of possible groundwater sources preferentially near the Kentucky Dam site. This is for utilisation of the existing Water Treatment Plant. The desktop assessment document is attachment 1. HEC staff will be attending Uralla in November, 2021, to check that the locations of the potential bore sites are

viable options. The locations of the proposed bore sites are detailed and shown in section 10 of this report.

6. Phase 2 of the project is exploratory drilling. When this commences HEC will carry-out the drilling supervision in conjunction with Council’s Project Manager.
7. Phase 3 of this project is the construction and licensing of these bores to supplement the Kentucky Dam water supply. However, this is all dependant on the findings of Phase 2, i.e. has the drilling located viable supplementary sources for quality and quantity.
8. During the 2020 drought severe water restriction impacted the township of Uralla’s potable water supply. Kentucky Dam water levels were low and there was levels of arsenic recorded which exceeded Drinking Water Guidelines. Bottled water was provided to the community for an extended period of time. Since January 2021, rainfall patterns have improved and Kentucky Dam levels have been high. Water testing has met the consumption guidelines.
9. Due to these issues Council has determined to investigate the potential for supplementary source to meet a growing demand and also provide for water security. The State Government have supported USC in their endeavours with the 100% grant funded proposal for up to \$1.5 million.
10. HEC have identified the following sites as having potential of yielding viable quantities of groundwater.

4. POTENTIAL BORE SITE SELECTION

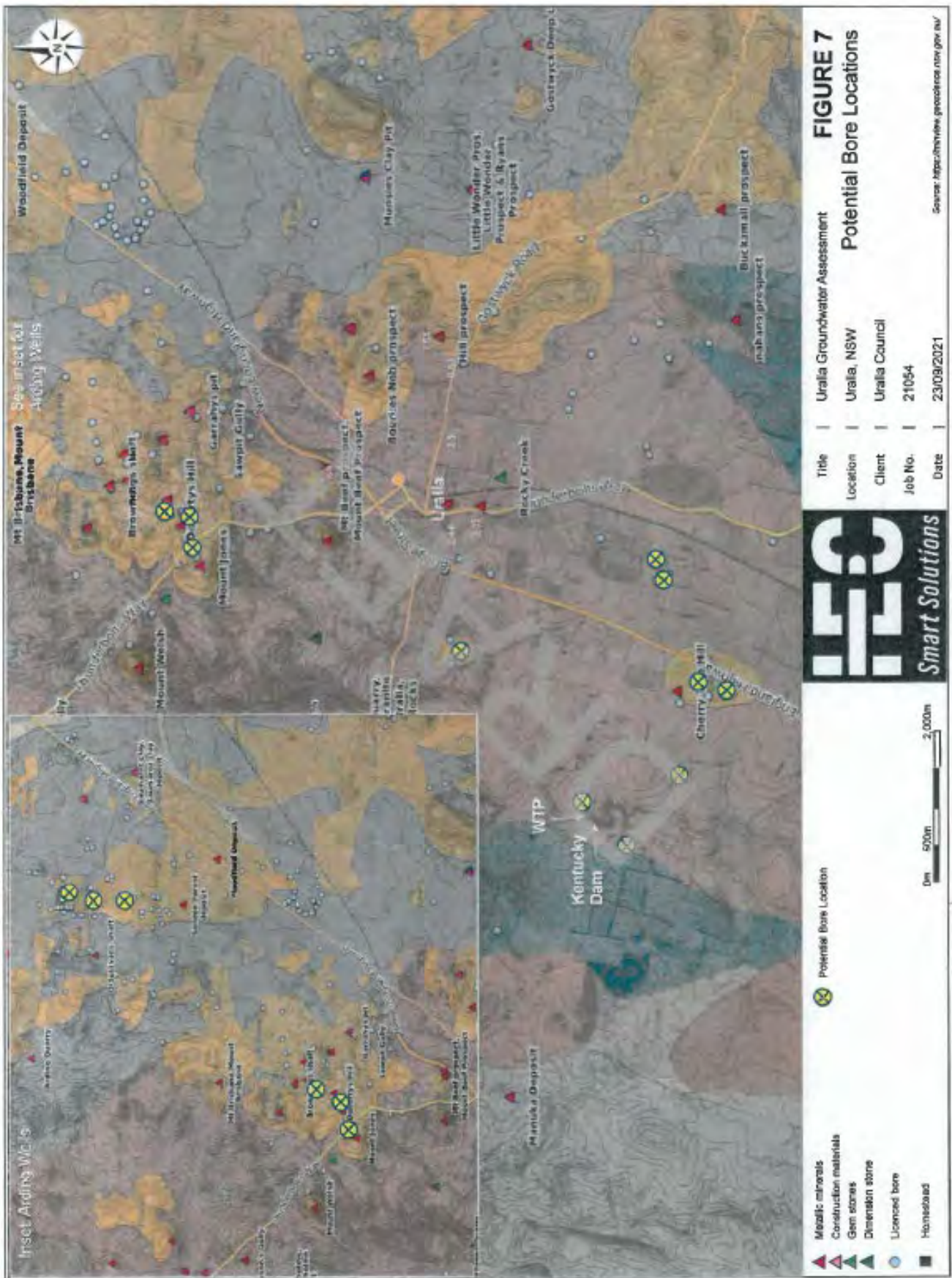
Based on the information presented in Section 1 to Section 3, the following site are considered to present a potential of producing water:

Table 4 Recommended Bore Sites

Location	Number of Bores	Location	Anticipated Depth	Rationale	Land Ownership
Sydney Flat	3	Approx. 7km northeast of WTP	30 – 50m	Reports of rapid water ingress into mine shafts.	Private and Crown Land
Vicinity of GW96889.1.1 (“Lake View”)	2	Approx. 3.8km south-southeast of WTP	140m	Yield >2.5L/s reported in bore log – corresponds to mapped granite outcrop and airborne magnetic anomaly.	Private and Crown Land (road verge)
High yielding gravels – Arding area	3	Approx. 13km northeast of WTP	20 – 50m	Yield >5L/s reported in bore logs, geology described as basalt overlying gravel.	Private
Cherry Tree Hill	2	2.5km southeast of WTP	30 – 40m	Yields >3L/s and basalt geology reported in bore logs.	Private and Crown Land (road verge)
Spring zones near Kentucky Creek	3	Within 2km of WTP	150m	Springs may be indicative of a geologically controlled	Private
Regional spring zones	3	Within 5km of WTP	150m	constant water bearing zone in the granite.	Private

Proposed exploratory bore locations from Uralla Groundwater Project; Hydrogeological Study
(Page 12 URALLA GROUNDWATER PROJECT- PHASE 1 DESKTOP REVIEW)

11. Exploratory bore locations map from HEC desktop assessment.



12. Currently USC has advertised on Tenderlink for Drilling Contractors. When this company is engaged HEC and USC Project Manager will supervise the work. Should viable sources be located, and the testing for quality and quantity is acceptable, bores may be constructed, i.e. sleeved/screened and licenced for use as a supplementary source.

CONCLUSION:

13. The Uralla Groundwater Project is moving to Phase 2 of the program. The exploratory drilling sites have been selected. Following site inspections and investigations, and completion of the Environmental, Licensing and Ownership approvals, Council will undertake the drilling. This is programmed to be commenced in December 2021 and continue for some months sporadically depending on results.

COUNCIL IMPLICATIONS:

14. Community Engagement / Communication

HEC is engaging with the landowners involved.

Additionally a summary of the project update will be placed in Council’s newsletter and any comments with regard to the document or other information will be accepted at Council and can be passed onto the consulting Hydrogeologist’s at HEC for consideration.

The complete report will be available on Uralla Shire Councils website.

15. Policy and Regulation

The Uralla Shire Council Straddles two water sharing plan areas, these are:

- Water Sharing Plan for the NSW Murray Darling Basin Fractured Rock Groundwater Sources(2020)-New England Fold Belt MDB Groundwater Source.
- Water Sharing Plan for the North Coast Fractured Rock and Porous Rock Groundwater Sources (2016) – New England Fold Belt Coast.

16. Financial / Long Term Financial Plan

	GST EXC	\$
Grant Value (DPIE WATER – DWS089)	1,500,000	1,500,000
Harwood Environmental Consultants (HEC Contract Value)	130,635	
Ground Truthing variation	10,000	
Council Project Management to date.	31,705	
Council costs project management to finish @\$10,000/month (8 months)	80,000	
Total expenditure and commitments projected to complete, for USC and HEC	252,340	252,340
Total Available		\$1,247,660
Remaining uncommitted for drilling expenses and contingency		\$1,247, 660

Tabulated financial position November 2021, Uralla Groundwater Project

This projects expenditure to date is well within budget. The drilling tender assessment is scheduled to be finalised in December 2021.

17. Asset Management / Asset Management Strategy

Should this exploratory phase of the project provide suitable results and the establishment of bores or a viable bore field ensue Council would need to develop suitable infrastructure to either treat the water for use and combine with the existing supply. This would add to Council owned infrastructure.

However should there be no viable sources determined, other options for water security would be required to be sought for Uralla Township supply.

18. Workforce / Workforce Management Strategy

No implications at this stage, due to no work commitments or duties from internal staff.

19. Legal and Risk Management

Exploratory and licensing of bores is subject to review through the Natural Resources Access Regulator. (NRAR) Uralla Shire Council is in the Murray Darling Basin and New England Fold Coast belt, Water Sharing Plans.

20. Performance Measures

The project is planned to be completed in June 2022. Attachment 2 is a Gantt chart showing the projected program.

21. Project Management

Uralla Shire Council's Project Manager has been assigned to complete this project. Reporting is carried out by updating Council at the pivotal stages. There is compulsory reporting to the Department of Planning, Infrastructure and Environment, Water, to be undertaken monthly and DPIE meetings also.

The program of drilling will be based on the information from the desktop review as detailed. Council's project manager will review the sites with the HEC Hydrogeologists for suitability. There will also be negotiations should the location be on private land to be undertaken. A suitable Review of Environmental Factors will be undertaken, and the exploratory licensing to be completed for NRAR approval. USC will oversee all these items are undertaken prior to the Phase 2 Exploratory Drilling proceeding.



URALLA GROUNDWATER PROJECT

PHASE 1 DESKTOP REVIEW

Prepared for Uralla Shire Council | 6 October 2021

Version: 00

DRAFT



DOCUMENT CONTROL

Project number 21054

Version	Date	Author	Signature	Approver	Signature
00	05/10/2021	Toby Scrivener		Rod Harwood	

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Disclaimer

The findings of this report are based on the scope of work outlined in Section 1.3. The works have been performed its services in a manner consistent with the normal level of care and expertise exercised by members of the environmental assessment profession. No warranties, expressed or implied are made.

Subject to the scope of work, the assessment was limited strictly to identifying the environmental conditions associated with the subject property and do not include evaluation of any other issues.

This report does not comment on any regulatory obligations based on the findings. This report relates only to the objectives stated and do not relate to any other work undertaken for the Client.

All conclusions and recommendations regarding the property are the professional opinions of the personnel involved with the project, subject to the qualifications made above. While normal assessments of data reliability have been made, HEC assumes no responsibility or liability for errors in any data obtained from regulatory agencies, statements or sources outside of HEC, or developments resulting from situations outside the scope of this project.

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DRAFT

1. INTRODUCTION

1.1. Background

In 2019 the township of Uralla experienced an extended period of drought which placed the water supply at risk of failure and ultimately contributed to elevated levels of Arsenic contamination in the town water supply. As a result of the contamination, bottled water was shipped by truck to residents in the township until adequate treatment of the supply source could be implemented. The period of contamination lasted from 18-December-2019 to 28-April-2021.

The Uralla Drought Management Plan states the following:

Water supply for Uralla township is sourced from Kentucky Creek Dam with a total storage of 500 ML, of which 75 ML is assumed to be dead storage, leaving an effective storage of 425 ML. Current extraction of raw water for Uralla varies between 230 and 350 ML per annum. Uralla Shire Council is licensed to extract up to 621 ML per annum to meet urban demand from the Kentucky Creek catchment. In 2013, Council commissioned NSW Public Works/SMEC to carry out a secure yield study on the catchment water supplies. The study projected that the modelled unrestricted dry year demand for the Uralla water supply will increase from a current 381 ML to 433 ML in 2044. The outcomes of the secure yield modelling gave an estimated secure yield of between 196 and 228 ML per annum (up to 2015) for the Uralla supply, depending on the security of supply rule that Council adopts. The study concluded that: "The modelling indicates that the Uralla water supply system would need to be augmented to provide a secure yield which matches the dry year demand.

Considering these issues, funding has been allocated by the NSW State Government for providing a safeguard to the security of the Uralla water supply. This funding will be used to investigate the viability of groundwater for supplementation of the Uralla Kentucky Dam water source when needed, or to determine alternative water security options to safeguard the Uralla town water supply.

1.2. Objective

The objective of the project is to investigate the potential for bore sites which could provide an alternative supply of up to 1.5ML/day for the Uralla township potable water supply.

1.3. Scope

The scope for this desktop investigation was as follows:

1. Desktop analysis of existing geology and bores utilising all publicly available information.
2. Aerial analysis and identification of suitable sites for further virtual ground penetrating studies.
3. Identification of a minimum of 15 suitable sites for further investigation.
4. Investigation of identified sites with virtual ground penetration studies with supply of profile reports for each site. Profile report to contain:
 - a. Analysis of the expected composition of the sampled area to a depth of 300m.
 - b. Minimum vertical profile resolution of 2m.
 - c. A 2 and/or 3-dimensional computer aided output representing the area of analysis.
 - d. Analysis of the expected water production volumes and total capacity of a bore at each location specifying:
 - i. Estimated production output (L/s).
 - ii. Estimated total aquifer volume (kL).
 - iii. Expected water quality.
 - iv. Depth and location of fractures.

- v. Expected pump depth and standing water level.
- 5. Land ownership, land access, power access issues and aspects of assessment or planning provisions which may impact the ability to approve a production bore, and/or issues in accessing entitlement to be considered in the analysis site selection.
- 6. Inclusion of minimum of 6 sites preferably within close proximity of the Uralla water treatment plant if practicable.

At the completion of the Phase 1, a Virtual Drilling Investigation Review, by Contractor & Council, will be undertaken to determine the viability of moving to Phase 2.

2. DESKTOP ANALYSIS

The desktop analysis has been completed over a 15km radius of the Uralla Water Treatment Plant (WTP) which is located approximately 5.3km southwest of Uralla township, adjacent to the current town water supply of Kentucky Dam. The following publicly available resources have been reviewed:

- Registered Licensed Groundwater Bores as provided in the
 - Bureau of Meteorology Groundwater Explorer ([Australian Groundwater Explorer: Groundwater information: Water Information: Bureau of Meteorology \(bom.gov.au\)](https://www.bom.gov.au/groundwater/explorer/)).
 - WaterNSW Realtime Data ([Real-time water data \(watersw.com.au\)](https://www.watersw.com.au/)).
- Geology mapping for the area:
 - Dorrigo – Coffs Harbour 1:250,000 Geological Series Sheet SH 56 – 10 & 11 (E.C. Leitch et. al, 1969)
 - Manilla 1:250,000 Geological Series Sheet SH 56 – 9 (W.S. Chestnut et a, 1969).
 - Metallogenic Series Sheet SH/56 – 9, SH/55 – 12 (Royal Australian Survey Corps, 1992)
- Stereoscope
- Historical Mine Sites
- NSW Total Magnetic Intensity Reduced to the Pole (TMI RTP) – Geological Survey of NSW.
- Other publicly available information.

The outcomes of the review are discussed in the subsequent sections.

2.1. Geology

The geology in the area is complex and comprises the following units:

- Cs – Sandon Beds – Greywacke, argillite, chert, jasper, basic volcanics.
- **P-C – Mudstones, lithic sandstones, hornfels and pebbly conglomerates.**
- **Pgu – Uralla Granodiorite**
- *Plh* – Harnham Grove Porphyritic Microtonalite – Porphyritic rock, andesine-labradorite, augite and hypersthene, quartzo-feldspathic groundmass.
- *Plw* – Manuka Farm Prophyritic Microtonalite – Porphyritic rock, andesine-labradorite, augite and hypersthene, quartzo-feldspathic groundmass.
- *Pp* – Porphyries and porphyrites. The intrusives in part belong to *Puga*.
- *Pugu* – Glenburnie Leucoadamellite – Biotite luecoademellite.
- *Puka* – Khatoun Tonalite – Hornblende-biotite tonalites.
- *Pus* – Standbye Adamellite – Porphyritic hornblende-biotite admellite.

- *Puw* – Wongalee Complex – A complex body of leucogranite and intermediate zonal rich plutonic breccia.
- *Plt* – Terrible Vale Porphyritic Microtonalite.
- *Pps* – Salisbury Water Porphyrite
- ***Puu* – Uralla Granodiorite – characterised by Hornblende-biotite granodiorite.**
- *Pv* – Annlee Pyroclastics
- ***Qa* – Quaternary Alluvium – mostly sands and clayey sands and clays in present-day streams.**
- ***Tb* – Tholeiitic and alkaline basalts, minor trachyte and dolerite.**
- ***Tc* – Armidale Beds – sands, sandy clays and thin pebbly sands; unconformable on Uralla Granodiorite, overlain by basalt flows.**
- ***Ts* – Conglomerate, greybilly, sandstone and claystone.**
- ***Tv* – Basalt flows and plugs.**

The units highlighted in bold text in the list above are considered to have the highest potential for water in the area.

Tucker (July 1996) describes the geology in the area as follows:

The principal rock unit present is the Permian Uralla Granodiorite (Shaw & Flood, 1981). This pluton intrudes rocks of the subduction complex (Sandon Beds), the Permian volcanic rocks (Wandsworth Volcanics) and other plutons of the New England Batholith.

The Uralla Granodiorite and its country rocks are overlain by Tertiary sediments, Tertiary basalts, and Quaternary alluvium. The Uralla Granodiorite is cut by narrow aplite dykes, (up to 50cm wide) which appear to follow joint-directions. The aplites appear to be confined to the Granodiorite.

Small areas of tonalitic rocks (Khatoun tonalite, Manuka Farm Microtonalite) occur in the Wilson's Creek area. These tonalitic rocks intrude both Wandsworth Volcanics and Sandon Beds.

There is also a development of roughly north-west striking dykes along the western contact of the Uralla Granodiorite and the Sandon Beds. The age of the dyke swarm is believed to be Permian.

Within the area of the Rocky River Goldfield (e.g., in Mt Mutton Gully) weathered basic dykes intrude the Uralla Granodiorite.

2.2. Hydrogeology

2.2.1. Registered Licenced Groundwater Bores

A search of the Bureau of Meteorology (BoM) Australian Groundwater Explorer was completed to identify licenced bores within a 15km radius of the water treatment plant (WTP). Figure 4 in Appendix A shows the locations of these bores, and the data is summarised in Appendix B.

The bore search was initially focussed within a 6km radius of the WTP to identify potentially high yielding areas to minimise future infrastructure costs. Licensed bores within 6km of the site are shown on Figure 4 in Appendix A and a summary of the results is provided below:

- 21 bores were identified within 6km of the WTP.
- Reported yields ranged between 0.23L/s and 3.03L/s. Three bores reported yields greater than 1L/s, these were:

Table 1 Highest Yielding Bores within 6km of the Water Treatment Plant

Bore ID	Yield	Location Relative to WTP	Depth	Geology
GW071582.1.1	3.03	2.5km southeast	30.5	Basalt
GW968898.1.1	2.5	3.7km east-southeast	117.4	Granite
GW054652.1.1	1.01	5.6km east	21.3	Sand waddy

The search was then expanded to 15km from the WTP. A summary of the licenced bores is provided below:

- 242 bores were identified between 6km and 15km from the WTP.
- Reported yields ranged between 0.004L/s and 15.16L/s. Bores yielding greater than 1L/s are summarised below:

Table 2 Surrounding Licenced Bore Details

Bore ID	Yield	Location Relative to WTP	Depth	Geology
GW056318.1.1	1.01	6.9km east	36.6	Granite
GW037677.1.1	1.52	6.9km east	29.2	Granite decomposed
GW050594.1.1	2.27	6.9km east-northeast	35.6	Granite
GW071621.1.1	6.2	7.3km north-northeast	15.6	Granite
GW965106.1.1	1.01	8.7km north-northeast	40.9	Basalt, sand and sandstone
GW015462.1.1	1.64	8.9km Northeast	22.9	Basalt, coal, sand and granite
GW037838.1.1	1.26	9.1km southeast	15.2	Sand and river gravel
GW037839.1.1	1.26	9.2km southeast	15.2	Sand and river gravel
GW064093.1.1	1.14	9.24km northeast	30	Basalt
GW065339.1.1	1.5	9.5km northeast	30	unknown
GW015460.1.1	1.9	10.1km northeast	19.2	Sand
GW023835.1.1	1.01	10.5km south	20.1	Granite
GW969183.1.1	2.3	10.6km northwest	86.3	Sand and granite
GW045379.1.1	1.14	11.2km northeast	21.3	Basalt gravel
GW049128.1.1	1.52	11.2km northwest	17.4	Rock
GW022959.1.1	2.02	11.6km south	28	Granite
GW971235.1.1	1.49	11.6km north	93	Granite and sand
GW065308.1.1	1.3	11.7km southeast	22	unknown
GW024201.1.1	1.5	12.4km northeast	21.4	Basalt
GW058384.1.1	2.3	12.4km northeast	35	Shale and basalt
GW023836.1.1	1.9	12.5km south	15.5	Granite
GW060016.1.1	1.14	13.2km northwest	36.6	Granite
GW060910.1.1	1.26	13.2km northeast	29.5	Clay over basalt
GW068160.1.1	1.26	13.2km northeast	66	Basalt
GW047681.1.1	7.58	13.2km north-northeast	30.5	Basalt decomposed
GW029225.1.1	1.9	13.3km north-northeast	76.2	Basalt
GW043948.1.1	1.89	13.3km northeast	30.4	Sandstone
GW068104.1.1	8.8	13.4km northeast	42	Basalt and coal
GW051391.1.1	1.26	13.5km northeast	41.1	Basalt over sand gravel coal
GW068161.1.1	5.05	13.5km northeast	48	Basalt over coal, clay, sand (with wood and coral)*
GW056754.1.1	1.04	1.6km northeast	24.4	Basalt
GW044698.1.1	2.53	13.8km northeast	22.9	Basalt gravel

Bore ID	Yield	Location Relative to WTP	Depth	Geology
GW050546.1.1	1.14	13.9km south	24.3	Sand and granite
GW023332.1.1	1.39	14km south	23.5	Granite decomposed
GW037922.1.1	1.2	14.3km north-northeast	34.1	Basalt decomposed
GW016754.1.1	1.21	14.6km northeast	15.2	Mudstone
GW058380.1.1	2.3	14.6km northeast	27.5	Basalt and sand
GW051498.1.1	1.26	14.7km northeast	28	Basalt
GW050779.1.1	1.26	14.8km northeast	21.3	Basalt with Tuff seam
GW035257.1.1	15.16	14.8km northeast	30.4	Basalt over sand and clay
GW062586.1.1	1.2	15km northeast	34	Basalt

*coral and wood dated to be 30million years old.

it can be seen from the above tables that the highest yield bores are generally in basalt and generally less than 50m below ground level. Some bores installed in the granodiorite are reported to be relatively high yielding, and therefore may be indicative of decent water bearing zones.

2.2.2. Springs

The Uralla area is characterised by spring-fed creeks and dams, although these are generally not mapped. The springs are likely a result of geological features such as volcanic intrusions, faults and dykes causing groundwater to flow upwards to the surface.

Real Estate reports for large properties in the area report “spring fed dams” however the flow rates and water quality are not reported. Some examples of these properties are:

- 2 Somerset Close, Uralla – this reports soft granite soils and a spring-fed dam
- 2225 Kingstown Road, Uralla – this reports a spring-fed dam on undulating grazing country
- 'JAMALON' Gostwyck Road Uralla - this reports fine granite property with natural timber shelter and established tree lines. Water availability is a feature of the property - there are 8 dams of which some are supplied by very reliable springs, and in particular, a spring-fed well that provides the water for an exceptional farm reticulation scheme.
- 'Why Worry' 376 Kingstown Road Uralla – this reports rich red basalt country, with 2 spring fed creeks.
- 446 Balala Road, Balala – details of springs on the site are not provided but photographs show a large amount of water in dams and creeks on the site.

It would be advantageous to visit properties that are known to have spring-fed dams to assess the water quality potential of these water sources.

The Uralla Shire Council “Uralla Water Supply Yield and Water Quality Update” states the following regarding water quality in the springs feeding Kentucky Dam: *During dry periods deep springs can flow, bringing arsenic into creeks.* The presentation does not provide data from the springs to confirm this statement – HEC recommends that springs be sampled for the concentrations of arsenic. Arsenic (from arsenopyrite) has been shown to often associated with granite and contact fault zones within granite.

2.3. Review of Geophysical Survey Data

Airborne magnetics detects the subtle variability in the earth’s magnetic field caused by the presence and absence of ferromagnetic minerals such as magnetite (Fe₃O₄), maghemite (-Fe₂O₃), pyrrhotite (FeS) and ilmenite (FeTiO₃). These minerals may be associated with stream-bed deposits and volcanic geology such as basalt intrusions.

Figure 5 in Appendix A shows the Total Magnetic Intensity (Reduced to Pole) image for the area. The data is a composite map derived from the merging of individual airborne magnetic surveys. The magnetic

intensity data is shown as a colour-sketch of the total values at a given location and does not provide depth data.

The TMI RTP image indicates isolated pockets of low magnetic responses that line up with areas mapped as basaltic geology. These areas are shown as a dark blue of Figure 5 of Appendix A. Interrogation of the licensed bores in these areas shows the highest yielding bores are also generally located within these zones. They may represent either fractured or weathered zones in the bedrock.

2.4. Current and Historic Mine Sites

The Uralla region is known for its mining potential, mainly for gold, but also other metals such as antimony, tin, copper and zinc. Figure 3 in Appendix A shows the location of known current and historical mine sites in the area. It can be seen from the figure that there are current mine lease areas to the north and east of Uralla township, and numerous derelict mine sites in all directions.

A review of current and historic mine site records was completed to identify the presence of water bearing zones encountered during mine activities in the area. Appendix C provides some excerpts are taken from the historical mining records that relate to the presence of groundwater. From the mining records, the following notes are made:

The local geological formations may be divided into six classes:

- Quaternary alluvials
- Basalt and laterite
- Tertiary alluvials
- Quartzite
- Granite hornblende and intrusive with associated dykes of quartz-porphyry and eurite
- Claystone and granitoid.

An area known as Sydney Flat and Doherty's Hill (northwest of Uralla township) was reported to have a layer of basalt and laterite overlying Tertiary Alluvials. The area is reported to be some 1.5miles wide and 15 to 140 ft thick. The gravel and sand in this area was reported to contain significant water, which flooded the mine shafts at a rate quick enough to force the miners out without enough time to retrieve their tools.

There are similar reports in other parts of Sydney Flat where running sands and water intrusion into the shafts and tunnels forced the miners to abandon works.

A review of the bore logs for licensed bores in this area described the geology as Clay over Granitic Sand (GW052964.1.1 and GW053549.1.1) which correlates with that encountered in the mine shafts. The bore logs at Jones Hill, Sydney Flat and bores to the north east near Arding report yields between 2.5L/s and 15.2L/s in similar geology.

Historical cross-sections produced in the 1800s are provided in Appendix D which show the water bearing zones of Jones Hill and Sydney Flatt.

3. WATER SHARING PLAN

The Uralla area straddles two water sharing plan areas; these are:

- Water Sharing Plan for the NSW Murray Darling Basin Fractured Rock Groundwater Sources (2020) – New England Fold Belt MDB Groundwater Source.
- Water Sharing Plan for the North Coast Fractured and Porous Rock Groundwater Sources (2016) – New England Fold Belt Coast.

3.1. Rules for Water Supply Works Approvals

The bore siting rules described in both of the above Water Sharing Plans are as follows:

Table 3 Water Sharing Plan Rules

Rule	New England Fold Belt MDB Groundwater Source	New England Fold Belt Coast
Rules to minimise interference between bores	<p>No water supply work (bores) to be granted or amended within the following distances:</p> <ul style="list-style-type: none"> • 200 m of an existing bore that is licensed to extract up to 20 ML/yr; • 400 m of an existing bore that is licensed to extract more than 20 ML/yr; • 200m of an existing bore that is used for basic rights; • 100 m of the boundary of the property (unless consent gained from neighbour); • 500m of a local or major water utility bore; and • 400m of a bore used by the Department for monitoring purposes. 	<p>Water supply work (bores) approvals may not be granted or amended if the work is within the following distances:</p> <ul style="list-style-type: none"> • 200 m of an existing bore, on another landholding, in the same water source, for bores used for basic landholder rights only • 400 m of an existing bore, on another landholding in the same water source that is not used solely for basic landholder rights • 200 m of the boundary of the property (unless written consent gained from neighbour) • 500 m of a local water utility or major water utility bore, in the same water source (unless written consent gained from utility) • 400 m of a government monitoring or observation bore <p>The plan lists circumstances in which these distance conditions may be varied.</p>
Rules for bores located near high priority groundwater dependent ecosystems	<p>No water supply work (bores) to be granted or amended within the following distances of any high priority groundwater-dependent ecosystem (GDE), or a river or stream:</p> <ul style="list-style-type: none"> • 100 m of a high priority GDE for bores that are used for basic rights; • 200 m of a high priority GDE for bores that are not used for basic rights; • 500 m of a high priority karst environment GDE; • 40 m from the top of the high bank of a river or stream; and • 100 m from an escarpment. <p>The plan lists circumstances in which these distance conditions may be varied.</p> <p>The plan may be amended to add or remove high priority groundwater dependent ecosystems.</p>	<p>Water supply work (bores) approvals may not be granted or amended if the work is within the following distances of any high-priority, groundwater-dependent ecosystem, or a river:</p> <ul style="list-style-type: none"> • 40 m from the top of the high bank of a river • 200 m of a high-priority, groundwater-dependent ecosystem • 500 m of a high-priority karst environment groundwater-dependent ecosystems • 200 m of other high-priority, groundwater-dependent ecosystems • 500 m of the edge of a high-priority, groundwater-dependent ecosystem escarpment. <p>The plan lists circumstances in which these distance conditions may be varied.</p>
Rules for bores located near groundwater dependent culturally significant sites	<p>No water supply work (bores) to be granted or amended within the following distances of a groundwater-dependent culturally significant site:</p> <ul style="list-style-type: none"> • 100 m for basic landholder rights bores; and • 200 m for bores not used for basic landholder rights. <p>The plan lists circumstances in which these distance conditions may be varied.</p> <p>Where a culturally significant site is also a high priority GDE, the more restrictive distance</p>	<p>Water supply work (bores) approvals may not be granted or amended if the work is located within the following distances of a groundwater-dependent, culturally significant area:</p> <ul style="list-style-type: none"> • 200 m for bores not used solely for basic landholder rights. <p>The plan lists circumstances in which these distance conditions may be varied.</p>

Rule	New England Fold Belt MDB Groundwater Source	New England Fold Belt Coast
	restriction applies to the granting or amendment of a water supply work approval.	

3.2. Available Water Determinations

The New England Fold Belt Coast Groundwater Source had 24,532 ML/yr of unassigned water at the publishing date of the Water Sharing Plan (DPIEW 2016).

The available water determinations for the New England Fold Belt Groundwater Source (DPIEW 2020) will be made at the commencement of each water year.

4. POTENTIAL BORE SITE SELECTION

Based on the information presented in Section 1 to Section 3, the following site are considered to present a potential of producing water:

Table 4 Recommended Bore Sites

Location	Number of Bores	Location	Anticipated Depth	Rationale	Land Ownership
Sydney Flat	3	Approx. 7km northeast of WTP	30 – 50m	Reports of rapid water ingress into mine shafts.	Private and Crown Land
Vicinity of GW96889.1.1 (“Lake View”)	2	Approx. 3.8km south-southeast of WTP	140m	Yield >2.5L/s reported in bore log – corresponds to mapped granite outcrop and airborne magnetic anomaly.	Private and Crown Land (road verge)
High yielding gravels – Arding area	3	Approx. 13km northeast of WTP	20 – 50m	Yield >5L/s reported in bore logs, geology described as basalt overlying gravel.	Private
Cherry Tree Hill	2	2.5km southeast of WTP	30 – 40m	Yields >3L/s and basalt geology reported in bore logs.	Private and Crown Land (road verge)
Spring zones near Kentucky Creek	3	Within 2km of WTP	150m	Springs may be indicative of a geologically controlled constant water bearing zone in the granite.	Private
Regional spring zones	3	Within 5km of WTP	150m		Private

5. CONCLUSIONS

Based on the information reviewed as part of this desktop assessment, there appears to be water bearing zones in tertiary alluvial gravels/sands located under basalt caprock to the northeast of the WTP.

Geological mapping indicates the basalt flows extend to the east of the WTP and isolated basalt outcrops are also present which may yield sufficiently high amounts of water for the additional water supply.

The geology in the immediate vicinity of the WTP comprises granodiorite which, based on the drilling reports for bores in the area, are low yielding and unlikely to provide sufficient water. Spring fed creeks and dams are reported to be present within the granites which may offer a viable water source, however further investigation into the flow rates and water quality will be required to confirm this.

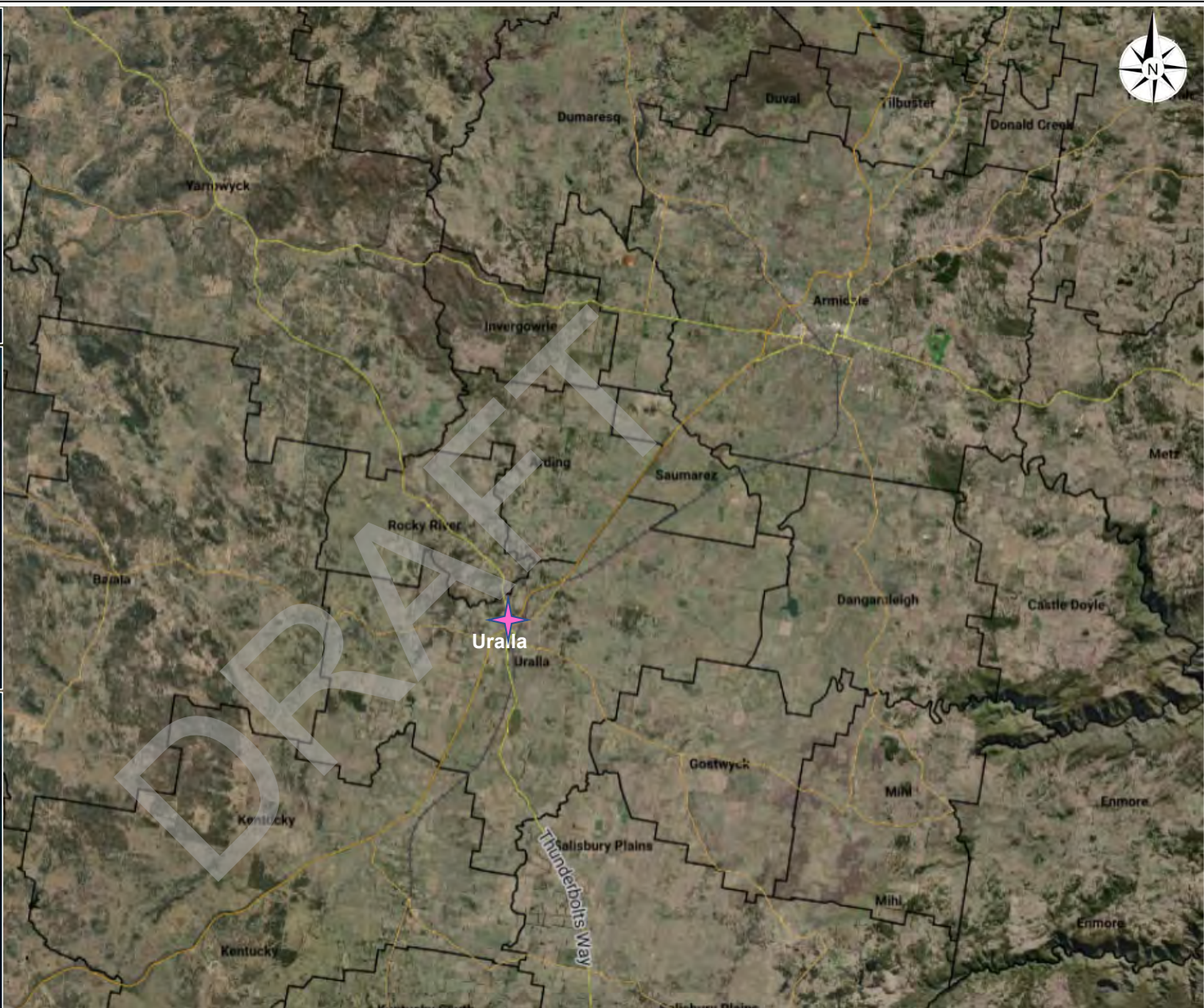
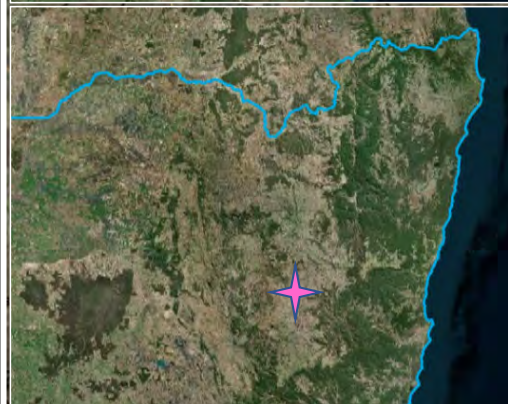
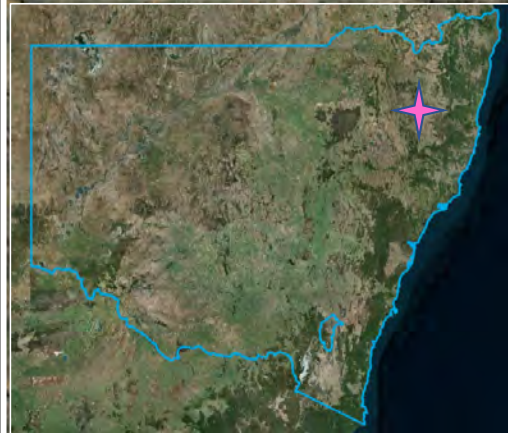
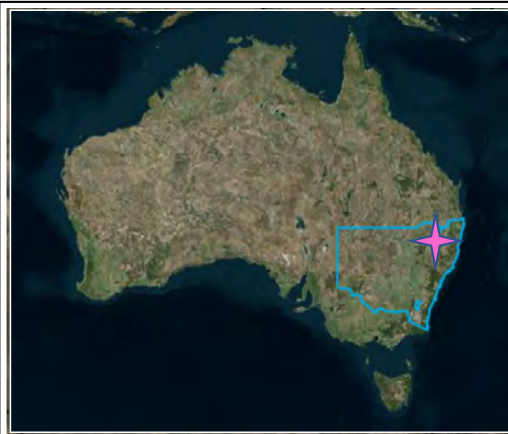
Given the above, there appears to be potential water bearing zones within the district that would be capable of delivering the required 1.5ML/day to augment the current water supply.



APPENDIX A

FIGURES

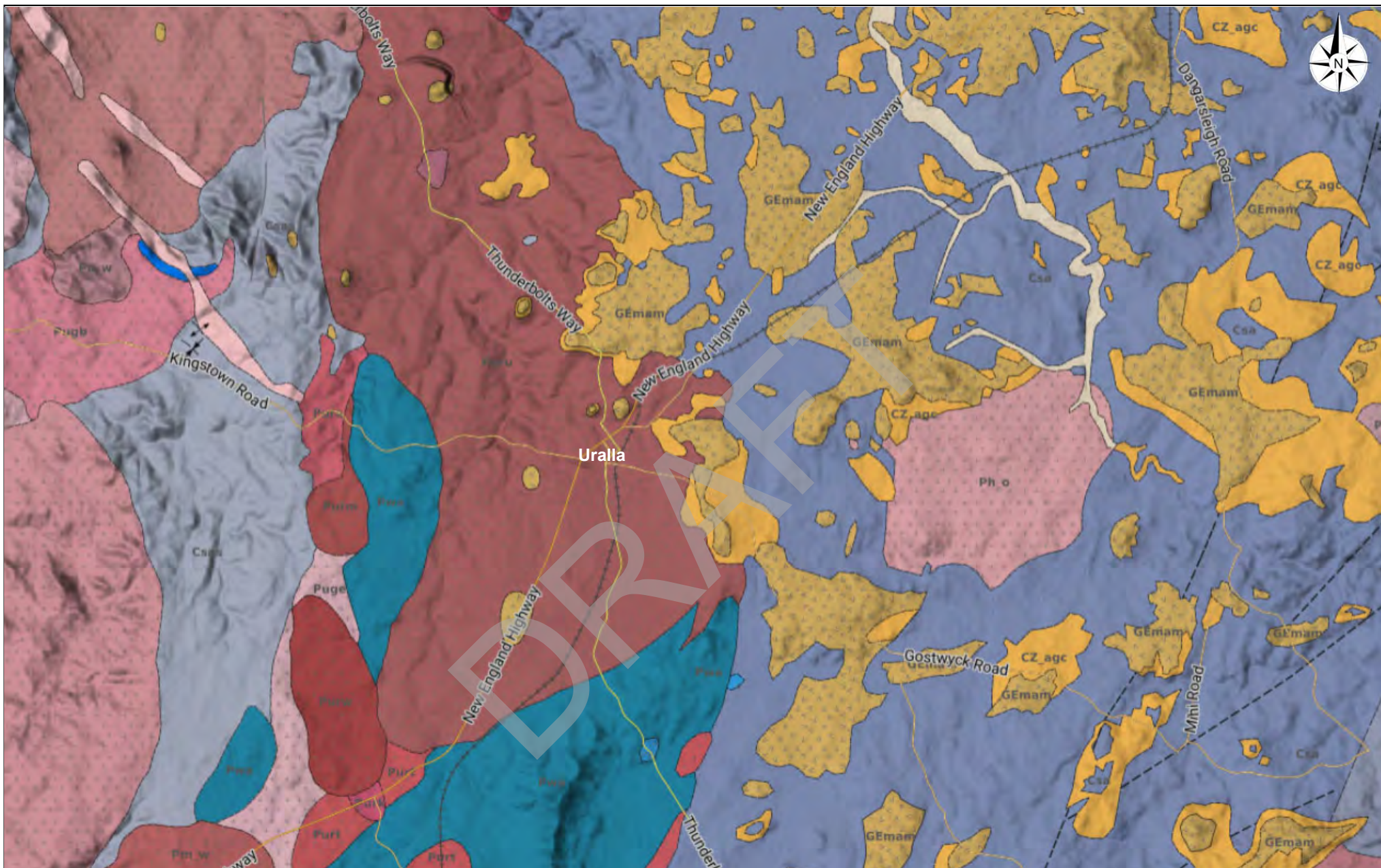
DRAFT



Title		Uralla Groundwater Assessment
Location		Uralla, NSW
Client		Uralla Council
Job No.		21054
Date		23/09/2021

FIGURE 1
Regional Location

Source: <https://minview.geoscience.nsw.gov.au/>



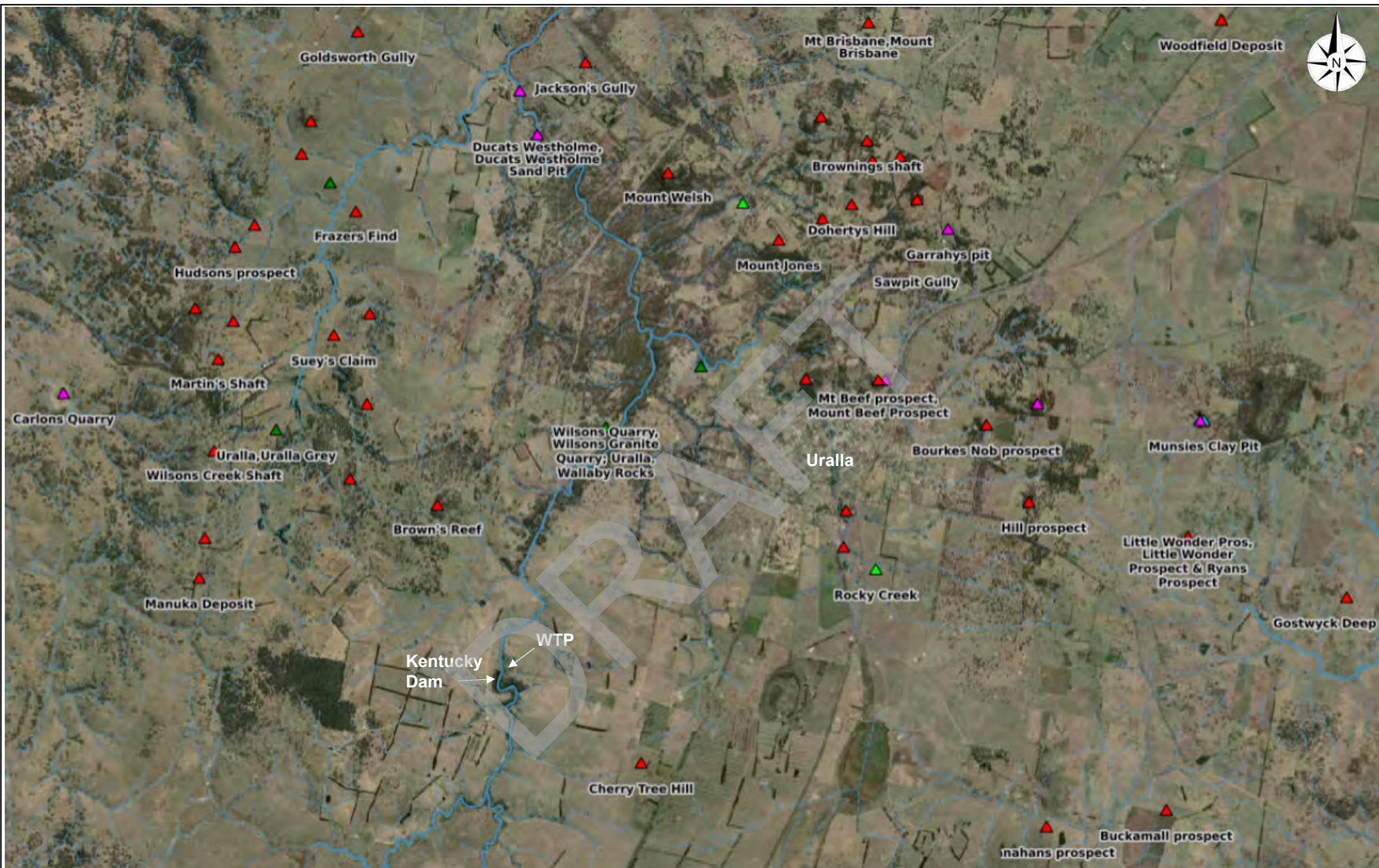
0m 500m 2,000m



Title		Uralla Groundwater Assessment
Location		Uralla, NSW
Client		Uralla Council
Job No.		21054
Date		23/09/2021

FIGURE 2
Regional Geology

Source: <https://minview.geoscience.nsw.gov.au/>



- ▲ Metallic minerals
- ▲ Construction materials
- ▲ Gem stones
- ▲ Dimension stone

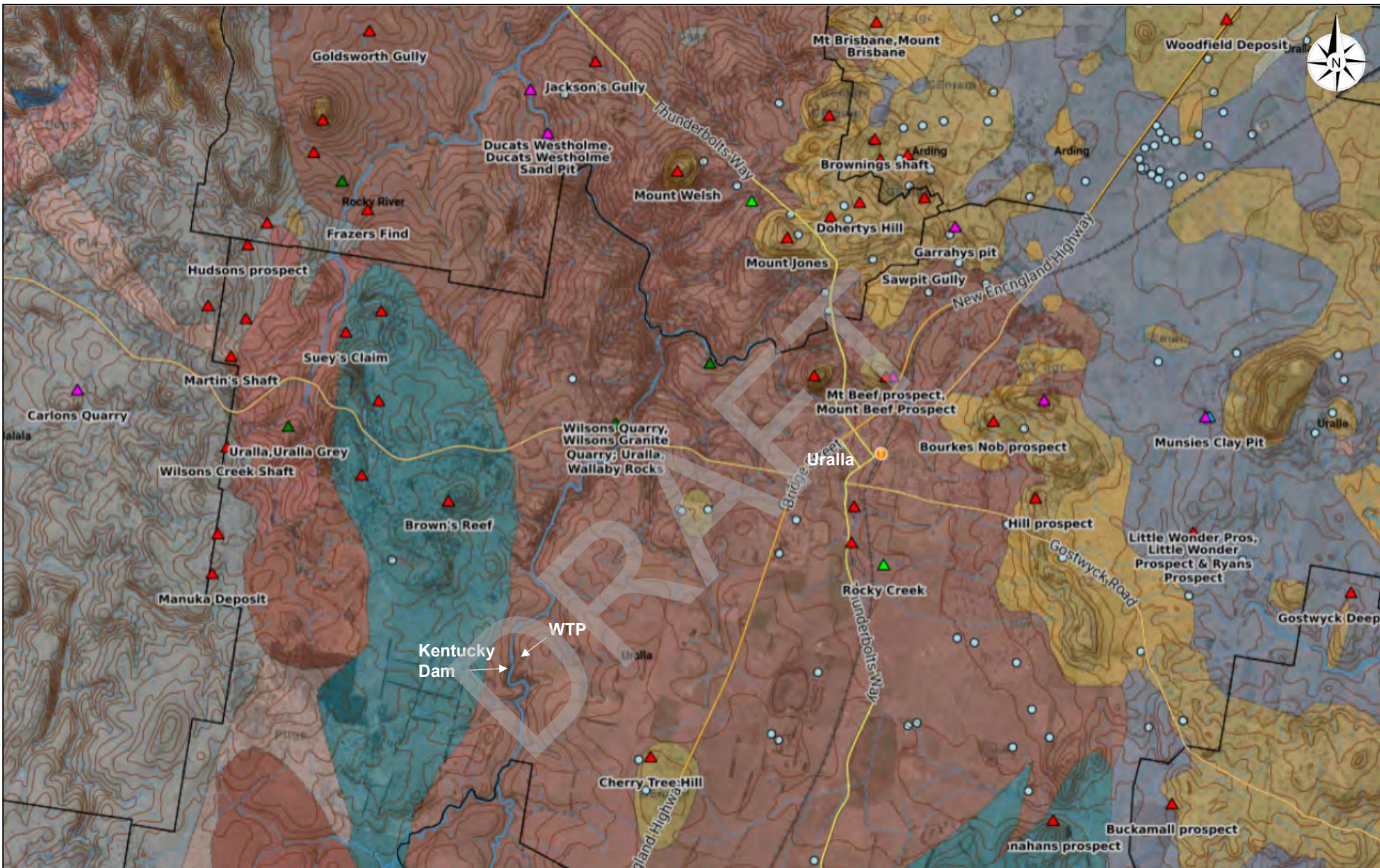
0m 500m 2,000m



Title		Uralla Groundwater Assessment
Location		Uralla, NSW
Client		Uralla Council
Job No.		21054
Date		23/09/2021

FIGURE 3
Current and Historic Mines

Source: <https://minview.geoscience.nsw.gov.au/>



- ▲ Metallic minerals
- ▲ Construction materials
- ▲ Gem stones
- ▲ Dimension stone
- Licenced bore

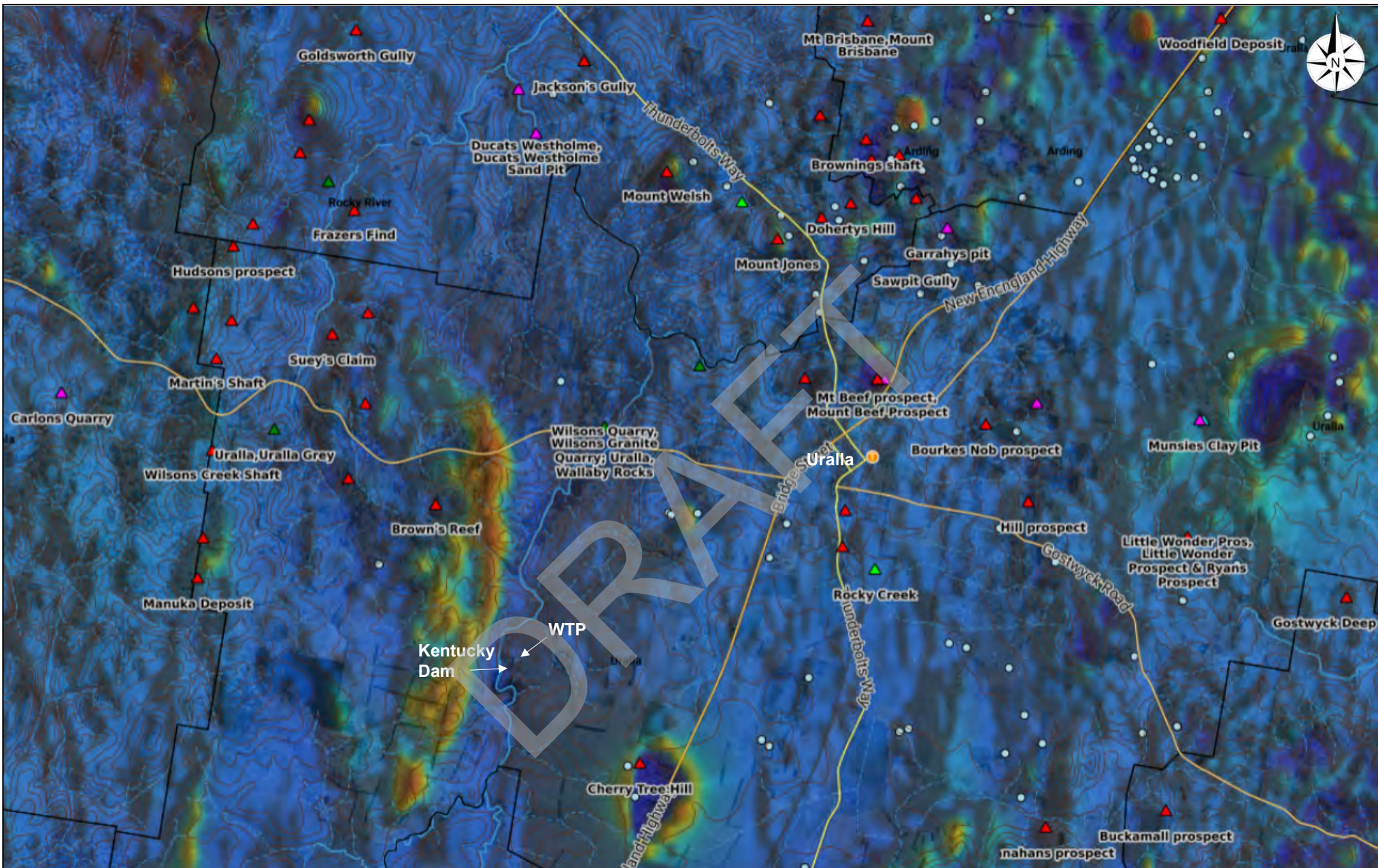
0m 500m 2,000m



Title	Uralla Groundwater Assessment
Location	Uralla, NSW
Client	Uralla Council
Job No.	21054
Date	23/09/2021

FIGURE 4
Topography, Geology,
Groundwater Bores and Mines

Source: <https://minview.geoscience.nsw.gov.au/>



- ▲ Metallic minerals
- ▲ Construction materials
- ▲ Gem stones
- ▲ Dimension stone
- Licenced bore

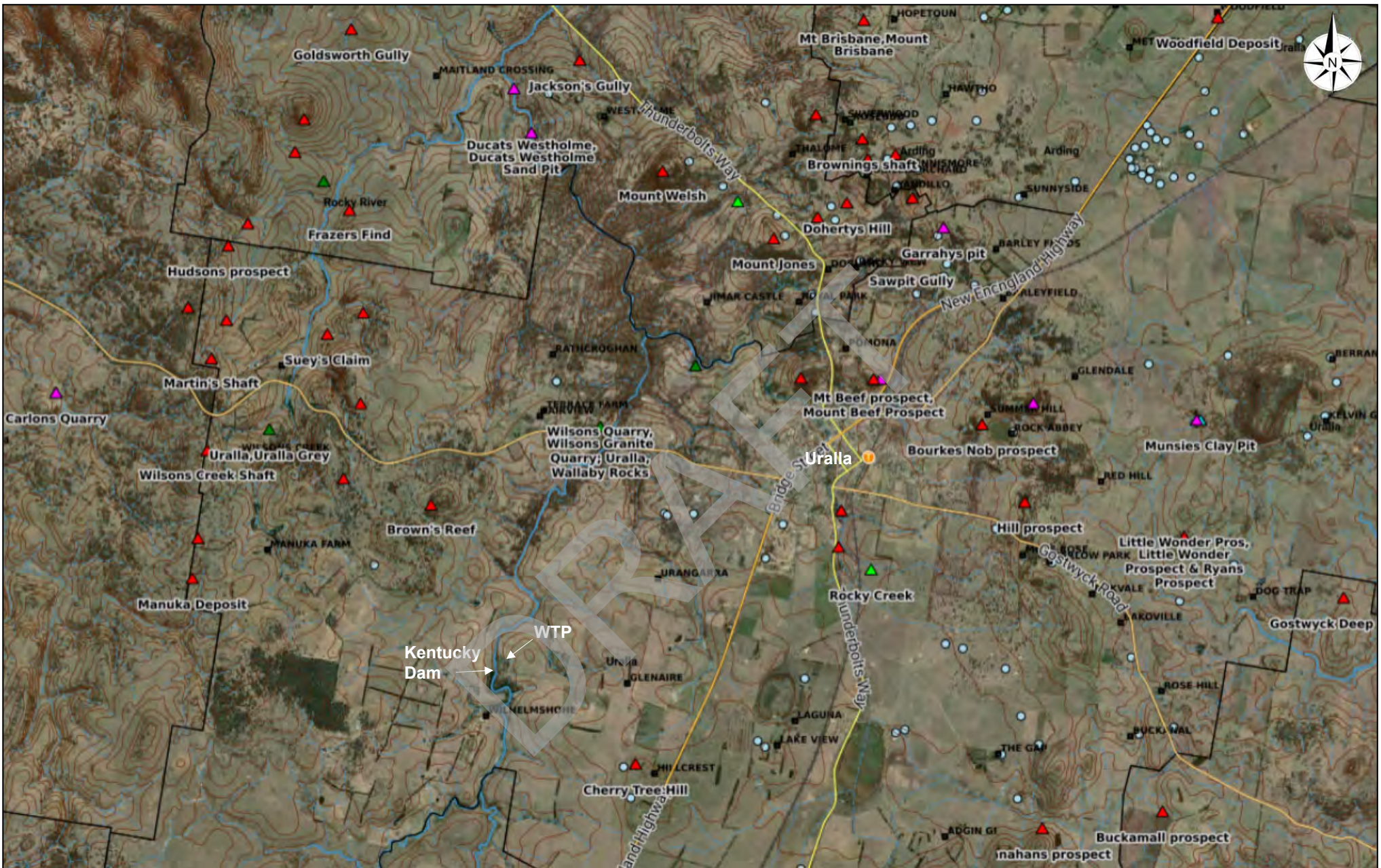
0m 500m 2,000m



Title	Uralla Groundwater Assessment
Location	Uralla, NSW
Client	Uralla Council
Job No.	21054
Date	23/09/2021

FIGURE 5
Airborne Magnetic Survey

Source: <https://minview.geoscience.nsw.gov.au/>



- ▲ Metallic minerals
- ▲ Construction materials
- ▲ Gem stones
- ▲ Dimension stone
- Licenced bore
- Homestead

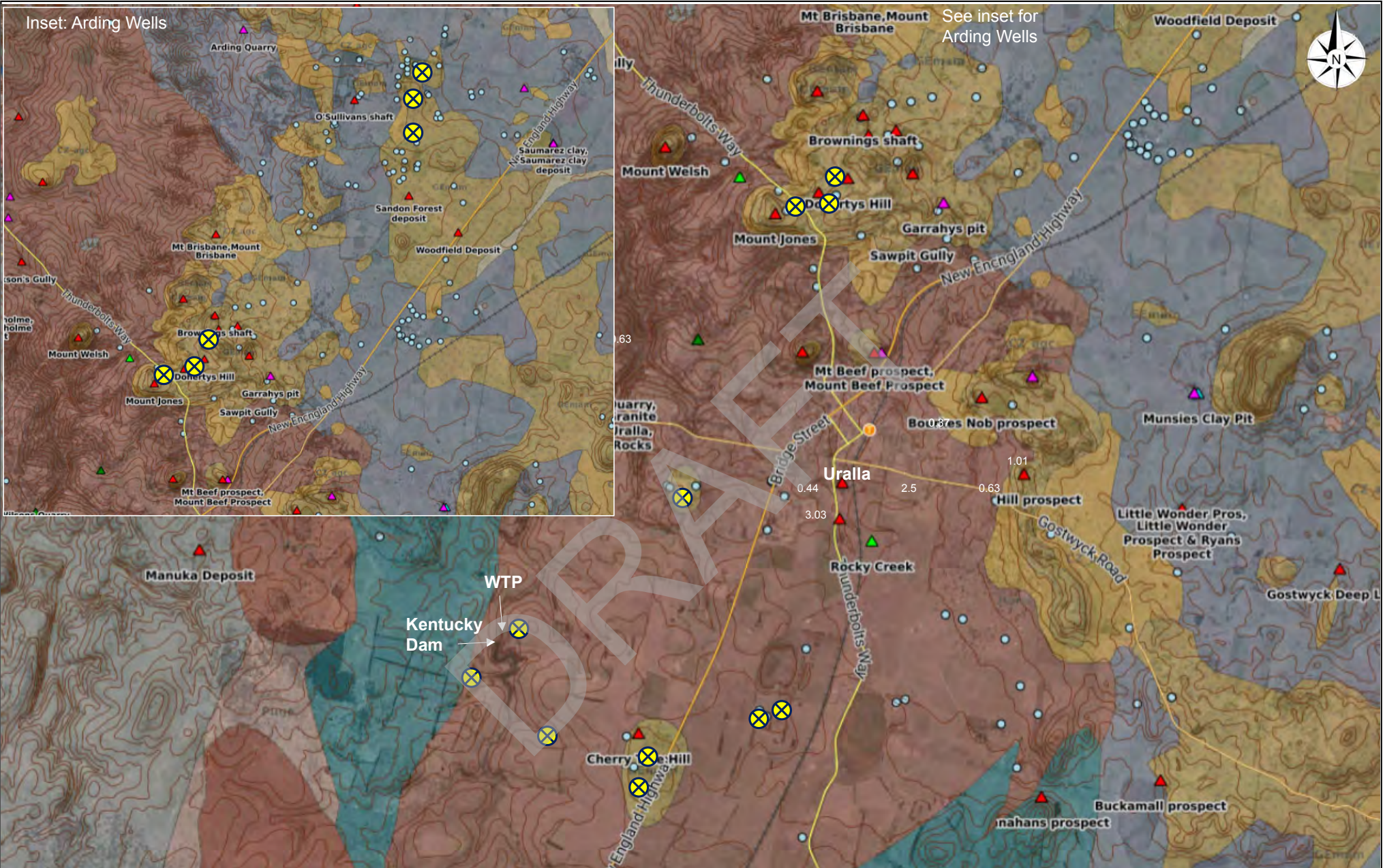
0m 500m 2,000m



Title	Uralla Groundwater Assessment
Location	Uralla, NSW
Client	Uralla Council
Job No.	21054
Date	23/09/2021

FIGURE 6
 Topography, Mines and
 Homesteads

Source: <https://minview.geoscience.nsw.gov.au/>



- ▲ Metallic minerals
- ▲ Construction materials
- ▲ Gem stones
- ▲ Dimension stone
- Licenced bore
- Homestead
- ⊗ Potential Bore Location



Title	Uralla Groundwater Assessment
Location	Uralla, NSW
Client	Uralla Council
Job No.	21054
Date	23/09/2021

FIGURE 7
Potential Bore Locations

Source: <https://minview.geoscience.nsw.gov.au/>



APPENDIX B

BORE SEARCH

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8.00	10.00	2.00	Granite; fractured	Granite	
10.00	21.00	11.00	Granite; grey, hard	Granite	
21.00	22.00	1.00	Granite; weathered	Granite	
22.00	50.00	28.00	Granite; grey, hard	Granite	

Remarks

03/10/2014: Form A Remarks:

Nat Carling, 15-Apr-2015; Coordinates based on location map provided with the Form-A.

***** End of GW971205 *****

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WaterNSW

Work Summary

GW971228

Licence:

Licence Status:

Authorised Purpose(s):
Intended Purpose(s): STOCK

Work Type: Bore

Work Status: Supply Obtained

Construct.Method: Down Hole Hammer

Owner Type: Private

Commenced Date:
Completion Date: 15/09/2014

Final Depth: 74.00 m
Drilled Depth: 74.00 m

Contractor Name: TAMWORTH DRILLING CO

Driller: Garry Stanley Strudwick

Assistant Driller: Nigel Hawkins

Property:

Standing Water Level: 36.000 (m)

GWMA:
GW Zone:

Salinity Description: Potable
Yield (L/s): 0.440

Site Details

Site Chosen By:

Form A: SANDON
Licensed: County SANDON Parish URALLA Cadastre 203//755846

Region: 90 - Barwon

CMA Map: 9136-1S

River Basin: 418 - GWYDIR RIVER
Area/District:

Grid Zone:

Scale:

Elevation: 0.00 m (A.H.D.)
Elevation Source: Unknown

Northing: 6604620.000
Easting: 353440.000

Latitude: 30°40'55.9"S
Longitude: 151°28'11.8"E

GS Map: -

MGA Zone: 56

Coordinate Source: Unidentified

Construction

Negative depths indicate Above Ground Level; C-Cemented; SL-Slot Length; A-Aperture; GS-Grain Size; Q-Quantity; PL-Placement of Gravel Pack; PC-Pressure Cemented; S-Sump; CE-Centralisers

Hole	Pipe	Component	Type	From (m)	To (m)	Outside Diameter (mm)	Inside Diameter (mm)	Interval	Details
1		Hole	Hole	0.00	5.00	215			Down Hole Hammer
1		Hole	Hole	5.00	74.00	165			Rotary - Percussion - Foam Injection
1		Annulus	Cement Grout	0.00	5.00	215	168		PL: Poured/Shovelled
1	1	Casing	Pvc Class 9	-0.50	74.00	135	125		Cemented, Glued, S: 45.00-74.00m
1	1	Casing	Steel - Erw	-0.50	2.00	168	156		Cemented, Welded - Butt
1	1	Opening	Slots - Horizontal	40.00	50.00	135		0	Mechanically Slotted, PVC Class 9, Glued, SL: 100.0mm, A: 0.25mm

Water Bearing Zones

From (m)	To (m)	Thickness (m)	WBZ Type	S.W.L. (m)	D.D.L. (m)	Yield (L/s)	Hole Depth (m)	Duration (hr)	Salinity (mg/L)
44.00	45.00	1.00	Unknown	36.00		0.44		02:00:00	

Drillers Log

From (m)	To (m)	Thickness (m)	Drillers Description	Geological Material	Comments
0.00	1.00	1.00	Clay; red	Clay	

1.00	14.00	13.00	Granite; broken	Granite	
14.00	42.00	28.00	Granite; grey	Granite	
42.00	57.00	15.00	Shale; black	Shale	
57.00	74.00	17.00	Granite; grey	Granite	

Remarks

15/09/2014: Form A Remarks:

Nat Carling, 16-Apr-2015; GPS provided on the Form-A was incorrect. Coordinates based in the centre of the authorised land, map sent to owner for true location.

***** End of GW971228 *****

Warning To Clients: This raw data has been supplied to the NSW Office of Water by drillers, licensees and other sources. The NOW does not verify the accuracy of this data. The data is presented for use by you at your own risk. You should consider verifying this data before relying on it. Professional hydrogeological advice should be sought in interpreting and using this data.

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WaterNSW Work Summary

GW971235

Licence:

Licence Status:

Authorised Purpose(s):
Intended Purpose(s): STOCK

Work Type: Bore

Work Status: Supply Obtained

Construct.Method: Rotary Air

Owner Type: Private

Commenced Date:
Completion Date: 09/01/2015

Final Depth: 93.00 m
Drilled Depth: 93.00 m

Contractor Name: (None)

Driller: Samuel Keen

Assistant Driller: JV Keen, DL: 1635

Property:

Standing Water Level 18.300
(m):

GWMA:
GW Zone:

Salinity Description: Potable
Yield (L/s): 2.500

Site Details

Site Chosen By:

County
Form A: SANDON
Licensed:

Parish
ARDING

Cadastre
250//755807

Region: 90 - Barwon

CMA Map: 9136-1N

River Basin: 418 - GWYDIR RIVER
Area/District:

Grid Zone:

Scale:

Elevation: 0.00 m (A.H.D.)
Elevation Source: Unknown

Northing: 6619060.000
Easting: 354422.000

Latitude: 30°33'07.4"S
Longitude: 151°28'56.0"E

GS Map: -

MGA Zone: 56

Coordinate Source: GIS - Geogra

Construction

Negative depths indicate Above Ground Level; C-Cemented; SL-Slot Length; A-Aperture; GS-Grain Size; Q-Quantity; PL-Placement of Gravel
Pack; PC-Pressure Cemented; S-Sump; CE-Centralisers

Hole	Pipe	Component	Type	From (m)	To (m)	Outside Diameter (mm)	Inside Diameter (mm)	Interval	Details
1		Hole	Hole	0.00	6.10	254			Rotary Air
1		Hole	Hole	6.10	93.00	170			Rotary Air
1		Annulus	Cement Grout	-0.30	82.00	170	134		PL:Tremie Pipe
1		Annulus	Cement Grout	0.00	6.10	254	178		Graded, PL:Tremie Pipe
1		Annulus	Bentonite	82.00	82.40	170	134		PL:Tremie Pipe
1		Annulus	Waterworn/Rounded	82.40	86.50	170	134		Graded, PL:Tremie Pipe
1		Annulus	Bentonite	86.50	87.00	170	123		PL:Tremie Pipe
1	1	Casing	Galvinised Steel	-0.30	93.00	134	125		Seated on Bottom, Welded - Butt, S: 86.50-93.00m
1	1	Casing	Steel	-0.30	6.10	178	170		Driven into Hole, Welded - Butt
1	1	Opening	Screen - Wedge Wire	83.50	86.50	123		0	Stainless Steel 304, Welded - Butt, A: 0.25mm
1	1	Opening	Slots - Horizontal	83.50	86.30	134		0	Oxy-Acetylene Slotted, Galvenised Steel, Welded - Butt, SL: 200.0mm, A: 0.25mm

Water Bearing Zones

From (m)	To (m)	Thickness (m)	WBZ Type	S.W.L. (m)	D.D.L. (m)	Yield (L/s)	Hole Depth (m)	Duration (hr)	Salinity (mg/L)

67.10	73.20	6.10	Unknown	18.30	1.01	01:00:00
82.30	88.40	6.10	Unknown		1.49	

Drillers Log

From (m)	To (m)	Thickness (m)	Drillers Description	Geological Material	Comments
0.00	0.30	0.30	Topsoil; brown, coarse grained	Topsoil	
0.30	6.10	5.80	Granite; decaying, yellow, medium/coarse grained	Granite	
6.10	82.30	76.20	Granite; blue, medium/coarse grained	Granite	
82.30	93.00	10.70	Sand; black, fine/medium grained	Sand	

Remarks

09/01/2015: Form A Remarks:
Nat Carling, 17-Apr-2015; Coordinates based on location map provided with the Form-A.

*** End of GW971235 ***

Warning To Clients: This raw data has been supplied to the NSW Office of Water by drillers, licensees and other sources. The NOW does not verify the accuracy of this data. The data is presented for use by you at your own risk. You should consider verifying this data before relying on it. Professional hydrogeological advice should be sought in interpreting and using this data.

DRAFT

WaterNSW Work Summary

GW971296

Licence:

Licence Status:

Authorised Purpose(s):
Intended Purpose(s): STOCK, DOMESTIC

Work Type: Bore

Work Status: Supply Obtained

Construct.Method: Rotary Air

Owner Type: Private

Commenced Date:
Completion Date: 20/12/2014

Final Depth: 68.00 m
Drilled Depth: 68.00 m

Contractor Name: TAMWORTH DRILLING CO

Driller: Garry Stanley Strudwick

Assistant Driller: Nigel Hawkins

Property:

Standing Water Level 27.000
(m):

GWMA:
GW Zone:

Salinity Description: Potable
Yield (L/s): 0.125

Site Details

Site Chosen By:

County SANDON Parish ARDING Cadastre 5/203471
Form A: Licensed:

Region: 90 - Barwon

CMA Map: 9236-4N

River Basin: 418 - GWYDIR RIVER
Area/District:

Grid Zone:

Scale:

Elevation: 0.00 m (A.H.D.)
Elevation Source: Unknown

Northing: 6620980.000
Easting: 357556.000

Latitude: 30°32'06.4"S
Longitude: 151°30'54.5"E

GS Map: -

MGA Zone: 56

Coordinate Source: GIS - Geogra

Construction

Negative depths indicate Above Ground Level; C-Cemented; SL-Slot Length; A-Aperture; GS-Grain Size; Q-Quantity; PL-Placement of Gravel
Pack; PC-Pressure Cemented; S-Sump; CE-Centralisers

Hole	Pipe	Component	Type	From (m)	To (m)	Outside Diameter (mm)	Inside Diameter (mm)	Interval	Details
1		Hole	Hole	0.00	12.00	200			Rotary Air
1		Hole	Hole	12.00	68.00	165			Rotary - Percussion - Foam Injection
1		Annulus	Cement Grout	0.00	12.00	200	170		PL: Poured/Shovelled
1	1	Casing	Pvc Class 9	0.00	62.00	135	125		Seated on Bottom, Glued, S: 59.00-68.00m
1	1	Casing	Steel - Erw	0.00	12.00	170	158		Other
1	1	Opening	Slots - Horizontal	30.00	60.00	135		0	Mechanically Slotted, PVC Class 9, Glued, SL: 100.0mm, A: 0.35mm

Water Bearing Zones

From (m)	To (m)	Thickness (m)	WBZ Type	S.W.L. (m)	D.D.L. (m)	Yield (L/s)	Hole Depth (m)	Duration (hr)	Salinity (mg/L)
35.00	36.00	1.00	Unknown	27.00		0.07			
58.00	59.00	1.00	Unknown			0.05		01:00:00	

Drillers Log

From (m)	To (m)	Thickness (m)	Drillers Description	Geological Material	Comments

0.00	12.00	12.00	Clay; red	Clay	
12.00	26.00	14.00	Shale; grey	Shale	
26.00	30.00	4.00	Shale; weathered	Shale	
30.00	57.00	27.00	Shale; grey	Shale	
57.00	60.00	3.00	Shale; weathered	Shale	
60.00	68.00	8.00	Shale; hard, grey	Shale	

Remarks

20/12/2014: Form A Remarks:

Nat Carling, 23-Apr-2015; Coordinates based on location map provided with the Form-A.

***** End of GW971296 *****

Warning To Clients: This raw data has been supplied to the NSW Office of Water by drillers, licensees and other sources. The NOW does not verify the accuracy of this data. The data is presented for use by you at your own risk. You should consider verifying this data before relying on it. Professional hydrogeological advice should be sought in interpreting and using this data.

DRAFT

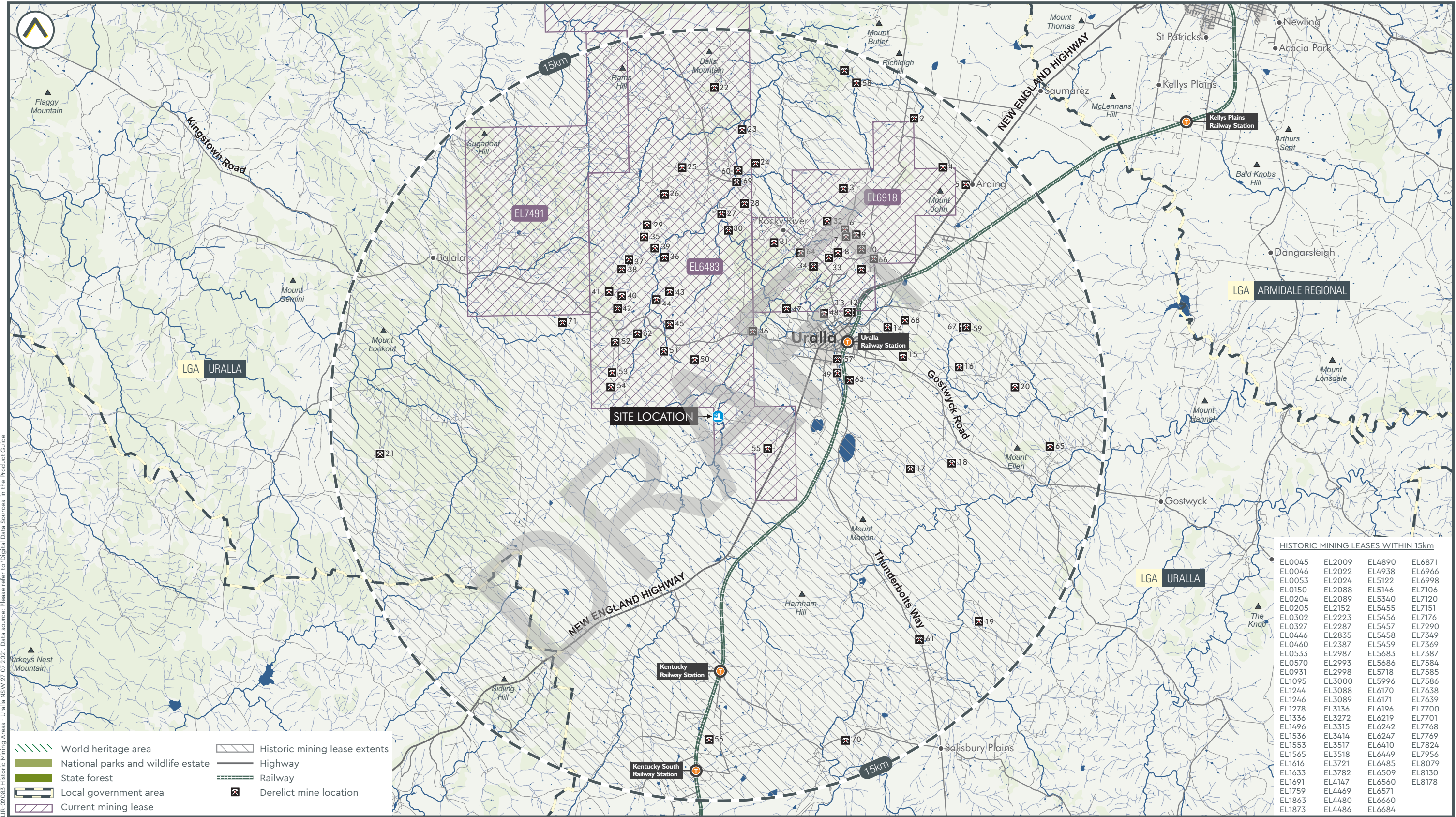


APPENDIX C

HISTORICAL MINE LOCATIONS

DRAFT

Historic Mining Areas - Uralla NSW



LIR-02083: Historic Mining Areas - Uralla NSW 27 07 2021. Data source: Please refer to 'Digital Data Sources' in the Product Guide



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I. *General Geological character with special reference to the Metalliferous deposits of value.*

The Rocky River Goldfield, which embraces the town of Uralla, and lies principally to the west of it, has an area of 22½ square miles. The field is situated on the western watershed of the Dividing Range, and at the nearest point is only one mile distant from the main line of water-parting. The Dividing Range is here so flat that it is impossible to tell with the unaided eye in which direction the surface slopes. This evenness of surface is chiefly due to the filling up of pre-existing valleys by extensive flows of basalt. Tabular hills, composed of basalt and laterite, rise in places to a height of 150 feet above the general level of the country. At a distance of from 1 to 3 miles west of the main line of water-parting, the basalt has been denuded by the deeply-eroded valleys of the Rocky River and its tributaries, leaving bare the underlying granite and altered Siluro-Devonian claystone.

The local formations may be divided into six classes:—

Quaternary Tertiary: 6. Recent alluvials; 5. Basalt and laterite; 4. Tertiary alluvials; 3. Quartzite; 2. Granite hornblendic and intrusive, with associated dykes of quartz-porphry and ewrite.
Siluro-Devonian: 1. Claystone and granitoid.

Quaternary: 6. *Recent alluvials.*—These consist chiefly of quartz-sand and quartz-gravel intermixed with greenish micaceous soapy clay, derived from the waste of the granite. The thickness varies from a few feet to 20 feet. Pieces of subangular quartz are occasionally found 6 inches in diameter. The sandgrains in these alluvials are more or less angular or subangular, but contain rounded grains and pebbles, derived from the Tertiary alluvials, of quartz, zircon, spinel, and litaniferous iron. Litaniferous iron (= ilmenite) is abundant at Wallaby Gully, where a pebble of that mineral has been found 2 inches in diameter. The gold associated with these beds is coarser and more angular than that contained in the Tertiary alluvials. This formation is principally developed along the banks of the Rocky River and its tributaries, Kentucky and Uralla Creeks, and Green, Cabbagetree, Wallaby, Post-office, Mount Welsh, and Sawpit Gullies, &c. Volcanic bombs of glassy basalt, called locally "buttonstones," are plentifully distributed through these beds, especially near the junction of the Green Gully with Kentucky Creek. The bombs are spherical discs, shaped like a doubly convex lens, from the size of a sixpence up to that of a penny. The under surface shows spinal grooves, while the upper is cellular. Many of the bombs have delicate rims curved slightly upwards so as to form tiny saucers, and the edges are translucent.

Tertiary: 5. *Basalt and Laterite.*—This formation occurs in oval patches at the outliers of Mts. Mutton, Beef, Welsh, Harris, and Monopoly, and at Cherrytree Hill, and in a wedge-shaped mass at Mt. Jones and Sydney Flat, widening to the N. E., where it becomes united at Doherty's Hill to a sheet, 1¼ miles in width. Its thickness ranges from 15 to 140 feet. The color varies from dark-green to dark-blue. In some places this rock can be pierced with a pick, while in others it is so hard as to require blasting powder for its removal. Columnar structure is prevalent, especially at the outlier close to Uralla, called Mt. Beef, where a fine section is exposed in a quarry. At the No. 2 Bullion shaft the basalt, which was soft and friable, contained large erupted fragments of granite, some of them being tons in weight. The granite blocks are roughly rounded, and were described as being rudely bedded in the basalt as though tipped from a cart, the beds dipping steeply northwards.

Laterite, composed of red volcanic dust and fragments of decomposed erupted basalt, forms the capping of the Sugarloaf, near Doherty's Hill, of Doherty's Hill and of a hill near Mount Butler, in portion 26, parish of Ellon. The summits of these hills have a cindery scoriaceous appearance, and have certainly been points of eruption.

RECENT
ALLUVIALS
1 to
7m thick

4. *Tertiary Alluvials*.—The sands, gravel, and clay of the deep leads. These beds are mostly capped by basalt though not co-extensive with it, as has been proved by several shafts in which the basalt has been found resting directly on the granite. The alluvial beds, as shown on plan No. 2, were found to lie in long hollows in the granite. The width varies from 5 to over 40 chains, and the thickness from a few feet up to 114 feet. The average thickness on the main lead, between Mount Jones and Doherty's Hill, was about 30 feet. The greater part of the beds is composed of a very fine yellowish grey quartz sand, much rounded; and near the bed rock the sand becomes much coarser, passing into a fine gravel, composed of rounded doubly hexagonal quartz crystals, locally called "hailstone gravel." The gravel immediately overlying the wash is cemented in places by brown iron ore, so as to form a hard crust about an inch in thickness. Round lumps of greenish decomposed dolerite (a variety of coarse crystalline basalt) are found in this gravel at Mount Jones, in Mr. French's new tunnel, and at Mount Multon. These blocks, which are from 3 inches to 2 feet in diameter, are not waterworn, but erupted, and resemble those found in the laterite at Doherty's Hill, and do not therefore imply that the leads in which they occur are younger than those which do not contain such fragments. The gold gravel is usually rich near these blocks, owing probably to eddies having formed round them, in the water by which the gold was drifted.

It is a feature worthy of notice, in connection with the occurrence of these alluvials under outlying patches of basalt, that the bed rock on which they rest has a slight dip on all sides towards the centres of the hills, from which it may be inferred that the preservation of the outliers is due to the fact of their lying in slight hollows, where they would be less exposed to denudations than at higher levels.

The clays are pale greenish grey, yellow, and black. The black and yellow varieties often contain fossil leaves. One of these, given me by Mr. W. Cleghorn, is identical with one of most common occurrence in the deep leads of stream-tin at Rose Valley, near Emmaville. In the long tunnel, a bed of grey clay was noticed by me, over 5 feet in thickness, and with the exception of a few interstratified seams of fine sandy clay, was remarkably pure and free from grit; and being strongly plastic, might form a good pottery clay, though this could not be determined without actual experiment.

There is not sufficient evidence afforded, by the Rocky River lead, to determine whether the tertiary alluvials are of marine or of freshwater origin. The shape of the worked lead is suggestive of an old river channel, with tributaries; but the fineness and clean character of the drift, and the smallness of fall in the bed rock, favour the inference that it is a deposit partly of marine origin, though no marine fossils have ever been found in the beds. There is, however, the most conclusive evidence that the alluvials under Doherty's Hill were laid down on a land surface, as is proved by the great quantities of fossil leaves and wood preserved in dark clays, which were found in sinking the Phoenix, Parker, and Edmonds' shafts, &c., north of Doherty's Hill. From the width of the alluvials at the Bullion shafts, and from the great thickness and persistence of the black carbonaceous clay lying next to the bed rock (37 feet thick at No. 4 Bullion, and about 30 feet in No. 5), as well as from the rapidity of the fall into this deep ground from Sydney Flat, it would appear that this part of the deposit is of lacustrine origin.

Probably all the leads in this neighbourhood were brought into their present positions by the agency of fresh water only, though much of the material in them may have been derived from marine beds.

The main lead appears to have been laid down by one or more rivers, or by one river flowing at different levels at different ages, running from Mount Welsh to Mount Jones, and through Sydney Flat to Doherty's Hill, and thence into a small lake, on the west margin of which was worked the "Sons of Temperance" lead. At Mount Welsh, the bottoms of the channel at both ends of the outline are so nearly on a level, that it is difficult to determine the direction of the flow; and Mr. W. French, who worked part of the lead here, is of opinion that the fall is here from east to west, but the general fall of the main lead is in the direction already indicated.

2. *Granite*.—The granite is of a medium coarseness of grain, composed of quartz, felspar, dark mica, and hornblende. The mica is occasionally aggregated into nests, from ½ to 2 inches in diameter. The granite is jointed in a direction 32° E. of N. and W. of S.; and is intersected by veins of eurite, coursing N. to S., and 15° N. of E. and S. of W., from ¼ to 1 foot wide, and by dykes of felspathic and micaceous trap rock. The strike of these dykes is 10° N. of W. and S. of E. The largest dyke observed, in Mount Welsh Gully, is 8 feet wide, and strikes at 20° S. of W. and N. of E., and is highly micaceous. A dyke of trap rock at the S.W. end of Mount Jones contains a little pyrites, but the actual presence of gold in the dyke has not yet been detected. Dykes of quartz-porphry, probably connected with the granite, have cut the claystone and granitoid on the west side of the main deep lead, in portions 238, 241, and water reserve, 338, parish of Arding. The granite is slightly intrusive at its line of junction with the granitoid. Veins of quartz traverse the granite in places, chiefly composed of white milky quartz, barren of any metal excepting iron. A promising looking reef of porous ferruginous quartz, near the junction of Jackson's Gully with the Rocky River, is 2½ feet wide, and strikes 36° E. of N. and W. of S. A sample of stone selected by me, and assayed by the Government Analyst, showed only a trace of gold under 2 dwts. per ton. A large barren quartz reef about 5 feet wide, and having an E. and W. strike, occurs 1 mile W. of Uralla, about the point shown on the plan.

The only reef in the district in which gold is said to have been found is one situated in portion 91, parish of Devon, at the point shown on the map. From the general non-auriferous character of the quartz veins where the alluvials are richly gold-bearing, and from the fact that the bed-rock in places for a radius of more than a mile from the gold-bearing alluvials, is composed of granite as well as from the fine and crystalline nature of the gold itself, it would appear that the gold was originally derived from the granite.

Siluro-Devonian(?): 1. *Claystone and granitoid.*—The Palaeozoic sedimentary rocks, which have been slightly intruded by the gold-bearing granite, are dark-blue to brownish claystones passing towards the margin of the granite into a fine-grained greenish-brown crystalline rock, in appearance resembling basalt. This rock is seen at O'Brien Sugarloaf, extending thence to the head of Wallaby Gully, and in the parish of Arding in portion 244 (James Bishop's) near Mrs. Bullen's house in portion 90, &c., striking south-easterly across the main road from Uralla to Armidale. It is a true bed-rock and it is useless to search under it for alluvial gold. A shaft has, however, been sunk to a considerable depth with such an expectation in Wiggin's selection, portion 241, parish of Arding.

(a) The main Sydney Flat lead was almost exhausted in a single year by the labour of 3,000 diggers. Since then many attempts have been made to prove the continuation of this lead, the most successful being those conducted by Mr. J. Anderson and others, which led to the discovery of the Sons of Temperance lead. (See plan No. 2.) At the base of Doherty's Hill a bar in the bed-rock split the lead, sending one branch easterly and the other northerly. The northerly branch was proved by the Esperanza tunnel, and was picked up further north and followed for a distance of nearly ¼-mile in the Sons of Temperance lead. The sinking here was through basalt, and about 130 feet deep. The lead was from two to three chains wide and the wash from 2 to 3 in. thick, stated as yielding sometimes over 1 oz. per load. The bed-rock was very flat. At Haythorne's shaft, however (No. 14 on No. 2 plan), a perpendicular fall was found in the bed-rock of at least 5 ft. The lead proved payable and was worked up to the edge of the fall. The miners were unable to get down to the bed-rock beyond, owing to the great quantity of water in the sand. The Phoenix shaft (No. 10 on plan No. 2) was sunk in the hope of striking the right branch of the E side of the bar. The shaft was bottomed on to granite at a depth of 166 ft. and then sunk in the granite to a depth of 182 ft. A drive was then put in in an easterly direction at a level of 179 ft. from the surface, which tapped the drift and proved the bed-rock to be still dipping. A monkey-shaft was then sunk in the bottom of the drive, and a second drive put in at a lower level which cut the drift again at a distance of 20 ft. from the main shaft, proving that the bed-rock dipped 24 ft. in that distance. The workings were choked with running sand and water before the prospectors could get down to the bottom of the channel. Parker and Edmond's shaft (No. 9 on 2 plan) was sunk to a depth of 96¼ ft., through 86 ft. of basalt, 2¼ ft. of carbonaceous clay, with fossil leaves, and 3 ft. of compact sand. Water then rose in the shaft so rapidly that the men barely had time to escape, and had to leave their tools behind them. The shaft was subsequently bottomed by Mr. R. Roberts with boring rods at a depth of 106 ft.

Annual Report Compilation – Uralla Division – Manilla/Dorrigo Sheet 1875 – 1975; Geological Survey of New South Wales, 1975

seem to be satisfactory to themselves.

10. At the Rocky River, however, much enterprise is being displayed, but the fruits are not yet apparent. Nearly all the gold-mining operations here are carried out under the sluicing system, and as the miners depend upon their water supply mainly from storm waters, the recent drought has seriously militated against them; I cannot perhaps better allude to the condition of this field than by drawing your attention to Appendix No. 1, kindly furnished me by Mr. Roman. The Long Tunnel Company therein referred to, I may add for your information, was formed to work a large area of ground known in the early history of the field as Sydney Flat. Very good results were obtained in several shafts sunk here; in fact some of the claims proved immensely rich. In certain claims the water beat the miners, and they were compelled to abandon the ground for want of appliances. The object of the party who now propose working this locality is to drain it by means of a tunnel driven through one of the ridges surrounding the flat, and subsequently working the auriferous stratum in the ordinary way. Seeing that the most prominent shareholders in the company are old Rocky River miners and thoroughly familiar with the ground, there is every prospect of the enterprise being singularly profitable.

1879/145

79/145 Rocky River, 29th December, 1879.

Sir,—I have the honor to report for your information, that this company have continued prospecting operations during the present year, and hope to be able to continue them until the rich gold lead of Sydney Flat shall be proved to extend through the deep wet ground to the east of the ground worked and abandoned about twenty years ago, the miners of that period being unable to proceed further on account of excess of water together with a heavy deposit of loose sand, which came away with the water, when the ordinary method of bailing or pumping was adopted. The bed rock (granite) rises to or near the surface on each side of the supposed deep lead, at a distance of about $\frac{2}{3}$ of a mile apart. When the Bullion company began operations advantage was taken of the soft granite which forms the rim of the deep basin or hollow. The first shaft reached the granite at a depth of sixty feet dry, it was then carried down a further depth of 41 feet in the soft granite, the close greasy texture of which renders it almost impervious to water, after a sufficient well hole had been provided in the bottom of the shaft and the pump duly fixed for work, a tunnel was cut in the direction of the dip, and test holes bored upwards with an auger, when the water and drift were tapped overhead, a tube 3 inches in diameter perforated with $\frac{1}{2}$ inch holes about $1\frac{1}{2}$ inch apart, was driven into the hole made by the auger, and stopped at the bottom with a wooden plug, the tunnel was driven further until five similar tubes were fixed, the plugs were then withdrawn and the water allowed to flow in such quantities as the pump could manage, or altogether stopped at pleasure. This experiment succeeded beyond the most sanguine expectations of the company, as the water came away perfectly clear, soon after the tubes were opened, a few pebbles settled around each hole at the back of the tubes and effectually prevented the fine loose sand from coming through, a shaft was then sunk over the tunnel and the ground being thoroughly drained, could be worked without trouble. It was

Water supply is of course a most momentous question in the prosperity of the company. Our water reservoir, which is capable to a large extent of increased storage, is at present full, and although no water has yet been tapped from the alluvial, yet the constant drainage and leakage through the granite pierced in the workings, amounts to about one-third of a box since lead, giving indications of a water supply of a most permanent character.

PEEL AND URALLA DISTRICT—URALLA DIVISION.

(Edward Marriott, Mining Registrar) 82/81

Since forwarding you my annual report on the Uralla Division of the Peel and Uralla Mining District for the year 1882, I have received the enclosed report from Mr. S. Betheras, Manager of the Long Tunnel Gold-mining Company, Rocky River, relative to the operations of that Company during the past year. I have now the honor to request you will append the report now forwarded to my report for this district.

“Mr. S. Betheras, of Long Tunnel Gold-mining Company (Limited), Uralla, reports:—“I have the honor to report, for your information, that the above company's tunnel has been driven 1,800 feet from the mouth. The company, for some time past, have tried by various means to get into the wash above, but through the great pressure of water in the drift, found it impossible to do, so from the tunnel. They have, within the last two months, sunk a shaft from surface to the water level, then drove two 4-inch pipes through into a jump-up from the tunnel, enabling them to sink the shaft through to the jump-up, and so drain the ground. They are now driving into the wash, and hope to commence sluicing in a week or two. They have now every prospect of having a good payable mine.”

The official visit of Mr. David, Geological Surveyor, and Mr. Stonier, of the Mines Department, their survey, inspection, and report thereon, has caused some activity amongst the resident miners, and several blocks of ground have been taken up in the direction pointed out by Mr. David as the probable continuation of the Sydney Flat lead by Mount Doherty. One shaft (Rico's) has been sunk into the bottom drift, showing very favourable indications, as also gold. The water, however, is heavy, and pumping gear and machinery must be obtained before the ground can be fully tested and developed. The sinking is heavy (basaltic) and deep. There

It was hoped that the gold obtained from the worked sands of Sydney Flat would be sufficient to pay for the expense of driving the tunnel. These expectations have, however, not yet been realized, as the worked gold-sands at present are stated to produce only from 1 to 8 dwts. per load, 8 dwts. being about the richest yield. The drift here is a fine ferruginous quartz-sand with some clay. The ultimate success of this Company will, of course, depend on how far the unworked portion of the lead under Doherty's Hill is payable, as the Company have conclusively proved that the percentage of gold in the worked deep lead ground under Sydney Flat is, by itself, quite inadequate to pay the expenses of extending the tunnel. A great deal of work has been done at Mount Jones by Mr. W. French, and he is at present engaged single-handed in the great task of putting a tunnel into Mount Jones at a level of about 70 feet above that of the Sydney Flat gold-wash, to strike what he believes will prove an upper lead of payable auriferous gravel under the basalt of which Mount Jones is formed. Mr. French has already tunnelled into Mount Jones at its N.W. end for a distance of 700 feet, and proved that there exists, between the granite and the basalt a considerable body of fine quartz sand containing a little gold. The sands are composed of clean, well-worn quartz grains, showing current bedding, which, in Mr. French's old tunnel, dip in a direction S. 20° E., as though the currents by which they were deposited flowed from N.N.W. In Mr. French's new tunnel large rounded lumps of dolorite basalt are of frequent occurrence in the sand, and rest immediately on the granite. Similar lumps were observed by me in the gold wash at Mount Mutton, and in the red laterite on the top of Doherty's Hill. They are quite unlike the overlying basalt, though clearly of volcanic origin, and indicate that Mr. French's lead is as old as that at Mount Mutton. Fragments of true basalt tuff are associated with them in the drift in this tunnel. Mr. French is doing a valuable work in testing the payability of these high level auriferous sands. At Fiddler's rush, on Sydney Flat, Mr. John Anderson is working the deep lead sands on the northern edge of the Sydney Flat lead in an open cutting. At Mount Jones Mr. Klindest is working on the edge of the old Mount Jones lead, his shaft being 16 feet deep, giving the following descending section—35½ feet basalt; 3 feet sandy clay; 5½ feet fine yellow clayey sand; 4½ feet fine current bedded quartz sand, resting on a section of rotten granite.

At Mount Welsh, Mr. James Young is working the recent alluvials in Mount Welsh Gully, and at the S.W. end of Mount Welsh Mr. W. Herbert is tunnelling into the hill. The Messrs. Tebbs are working the gold gravel at the N.E. end of Mount Mutton. The tertiary alluvials here consist of fine red sands and grey sandy clay, with intensely worn pebbles of granite quartz ¼-inch in diameter. The payable auriferous part of the drift (wash) lies next to the red rock, having a thickness of 3 inches, and is composed of fine-quartz gravel (= "hailstone gravel.") A great deal of mica is mixed with it, making it soapy to the touch. Round lumps of rotten dolorite are found in the wash here as at French's tunnel; and round pebbles of smoky quartz and grains of red and yellow zircon are not uncommon. Above the wash comes reddish brown sand and grey clayey sand; the total thickness of the alluvial beds being about 9 feet, though towards the centre of the hill, as much as 20 feet. The whole is capped by dense columnar basalt, having a thickness of about 45 feet.

(2.) *Tertiary Alluvials* form a vast subterranean reservoir in which a practically inexhaustible supply of water is stored under the line of water-parting of the Dividing Range. Owing to these beds being hidden under thick sheets of basalt, it is impossible to estimate their exact extent. Some idea of it may be formed from the following already ascertained facts. To the north of Doherty's Hill, these beds are water-bearing for a width of at least half a mile, and vary in thickness from 10 to 70 feet. Their length is to be estimated in miles. Numerous wells have been sunk at intervals through the basalt covering these alluvials for over 3 miles northerly from Doherty's Hill, and with few exceptions have struck good supplies of water in the underlying alluvials. At the No. 2 Bullion shaft, the water is 69 feet deep; at the No. 4 Bullion shaft, 70 feet; and at Parker and Edmund's shaft, 38 feet. At the No. 2, Bullion shaft, the flow of water was so strong that a plunge and lift pump, throwing 3,000 gallons of water per hour was barely able to lower the water. As future mining operations on this gold-field will be centred on the deep leads, it appears to me that it should always be possible to obtain water in sufficient quantity for mining purposes from the water-bearing beds contained in the leads. When the leads are worked, it will be obviously necessary to constantly pump large quantities of water to the surface, to drain the mines, and the water so raised might, without further expense, be utilised for sluicing, as was done so successfully by the late Mr. T. Flannery on his tribute area to the Wesley Company, at Rose Valley, on Vegetable Creek, and is now being done here on a small scale by the Long Tunnel Company.

III. I have reported elsewhere on the modification of the present boundaries of the Rocky River and Uralla Gold-field Reserve.

Every assistance was rendered by Mr. Stonier and myself, by Mr. James Glendenning, Secretary of the Miners' League, and Mr. W. Cleghorn, J.P., supplied much valuable information. I have also to acknowledge the kind help afforded by the following residents:—Messrs. John Anderson, Dawson, W. French, J. D. Lacey, R. Roberts, H. Roman, A. P. Smith, Tebbs Bros., J. Young, and others.

I have, &c.,

T. W. E. DAVID,
Geological Surveyor.

1887/21

At Doherty's

Hill (Uralla) a shaft has been bottomed with great difficulty owing to the quantity of water, and prospects obtained of about 3 oz. per load. Machinery has now been erected for draining the mine. Other companies have sunk shafts and erected machinery, but have not yet overcome the water. A rush to Wallaby Rocks occurred. The ground is now sinking about 20 feet. One party realized at first from

At Doherty's Hill, about 3 miles west of Uralla, a considerable amount of work has been done during the year. It will be remembered that Mr. Surveyor David, when sinking the district at the latter end of 1886, pointed out this locality as one likely to bear rich deposits. Every available piece of land in the vicinity has been secured, either by lease application or under the Mining Board regulations. I am informed by old residents that the ground was tried many years ago, but the water proved an insuperable obstacle, which frustrated all the efforts of the early miners to reach the bed rock and test the ground.

Rice and party, however, have bottomed at a depth of 120 feet, obtaining (with great difficulty, on account of the rising water) prospects of about 3 oz. to the load. In January last pumping gear and machinery were erected at this claim, but proved of so unsatisfactory a character that it had to be removed. A new engine of 12-horse power is now on the ground and ready for work, which will, effectually combat the water, and the party are confident of success in the near future.

Uralla Division. 1404/19

The gold won from the alluvial deposits in this Division amounted to 448 oz. Sluicing operations were conducted with difficulty owing to the scarcity of water.

In quartz mining Fraser and party were engaged sinking a shaft at Dogtrap, near Uralla, but operations were hampered owing to a heavy flow of water being met with. The prospectors were hopeful of being able to cope with the difficulty. At Enmore, Perrott and party were prospecting a reef, and had met with encouraging indications.

The quartz reefs received considerable attention during the year. Further development on the Goldsworth Gold Mines, Limited, reef was carried out in driving on both No. 1 and No. 2 levels. Operations were, however, mainly confined to No. 1 level. From the 1st February the influx of water arising from the connection of No. 1 level with the original syndicate's workings rendered the working of No. 2 level too severe a strain on the plant, and considerably increased the expense of mining therein. A 10-head battery and 50 B.H.P. suction gas plant were installed and commenced running on the 30th July. Since that date 1,600 tons of ore were raised and treated, for a return of 174 oz. 5 dwt., valued at £621 10s. These returns, although low, were considered sufficient to encourage further prospecting. The lode is of a pyritic granite nature, carrying veins of quartz, and averages 3 feet in width. The country rock is granite, and is no great distance from the junction with an altered slate formation. The shareholders are making a determined effort to further prospect this reef. Some further prospecting was also done by the Goldsworth Gold Mining Syndicate in an endeavour to locate this reef in an adjoining lease, but without success.

24/11
Uralla Division.—The gold won during the year amounted to 136 oz., valued at £528, of which 112 oz. were won by fossickers operating on abandoned workings in the vicinity of Rocky River and Maitland Point. At Enmore, Samuel Dodds raised 4 tons of stone from his prospecting area and obtained 24 oz., valued at £96. In the parish of Arding, S. C. Browning sank a shaft to a depth of 85 feet, 72 feet of which was through hard basalt and 13 feet of river bed. Owing to heavy flow of water, he is experiencing difficulty in bottoming the shaft. The prospector considers that the lead is one of the feeders of the old Rocky River Field. The Alluvial Mineral Recovery Co. Ltd. of Brisbane has applied for a dredging lease of 40 acres at Maitland Point, but no plant is on the ground yet.

DRAFT



APPENDIX D

CROSS SECTIONS

DRAFT

Plan of
DEEP LEAD WORKINGS
ROCKY RIVER GOLD FIELD

To accompany report by Geological Surveyor T.W.E. DAVID, B.A.

JUNE 1886.

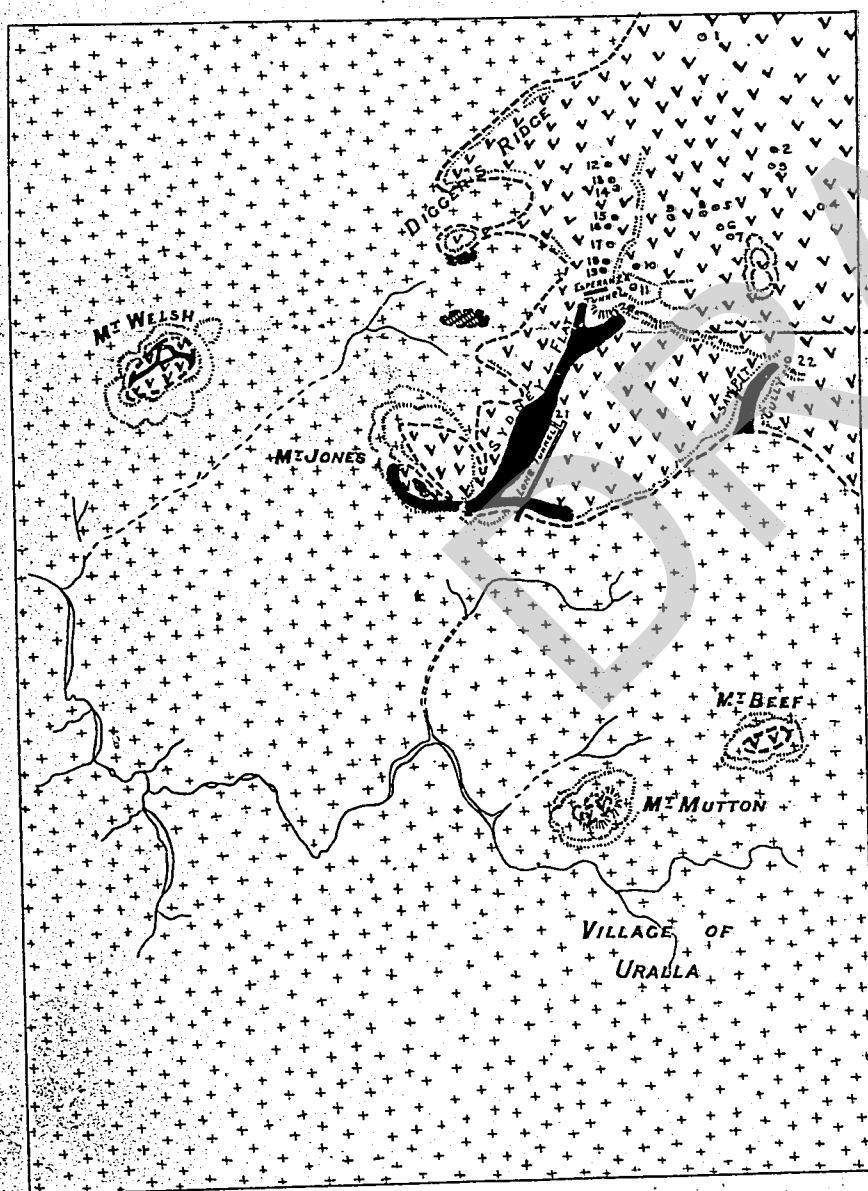
SCALE.

10 20 30 40 50 60 70 80 90 Chs

Reference

- 1 N^o 1 Bullion - 60 ft - water
- 2 N^o 2 " - 147½ ft - water level 58 ft.
- 3 N^o 3 " - water at 61 ft
- 4 Shaft 70 ft - dry
- 5 N^o 4 Bullion - 154 ft - w.l. 84 ft.
- 6 N^o 5 " - 188 ft - w.l. 128 ft.
- 7 N^o 6 " - 126½ ft
- 8 Long Tunnel shaft - 98 ft.
- 9 Parker & Edmunds' shaft - 106 ft - w.l. 68 ft
- 10 Phoenix engine shaft - 166 ft to granite
190 ft to bottom of dip
- 11 Ingle's shaft - 186 ft.
- 12 Shaft 82 ft.
- 13 Whip shaft 95 ft - dry
- 14 Haythorne's - 95 ft to water
- 15 N^o 5 Temperance shaft 132 ft.
- 16 " 4 " " " "
- 17 " 3 " " " "
- 18 " 2 " " " "
- 19 " 1 " " " "
- 20 Shaft 130 ft.
- 21 " 74 ft
- 22 " about 130 ft.

- | | |
|-------|------------------|
| ▽▽▽ | Basalt |
| + + + | Granite |
| ▣ | Quartzite |
| — | Worked deep lead |



Drawn by G.A. Stöner, Geological Survey Branch

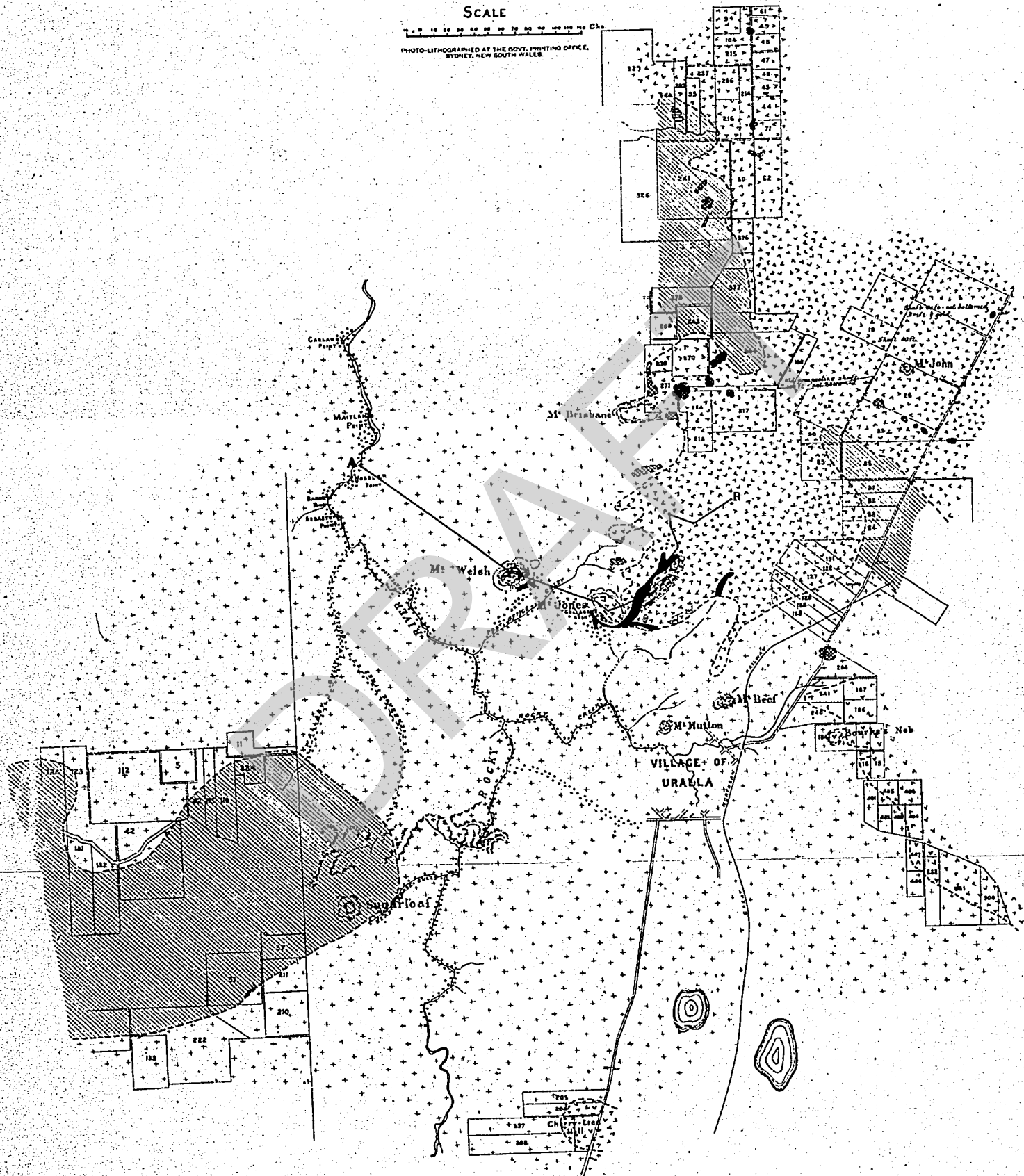
936

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GEOLOGICAL SKETCH MAP OF THE ROCKY RIVER GOLD FIELD

To accompany report by Geological Surveyor T.W.E. David B.A. F.G.S.

June 1886.



REFERENCE

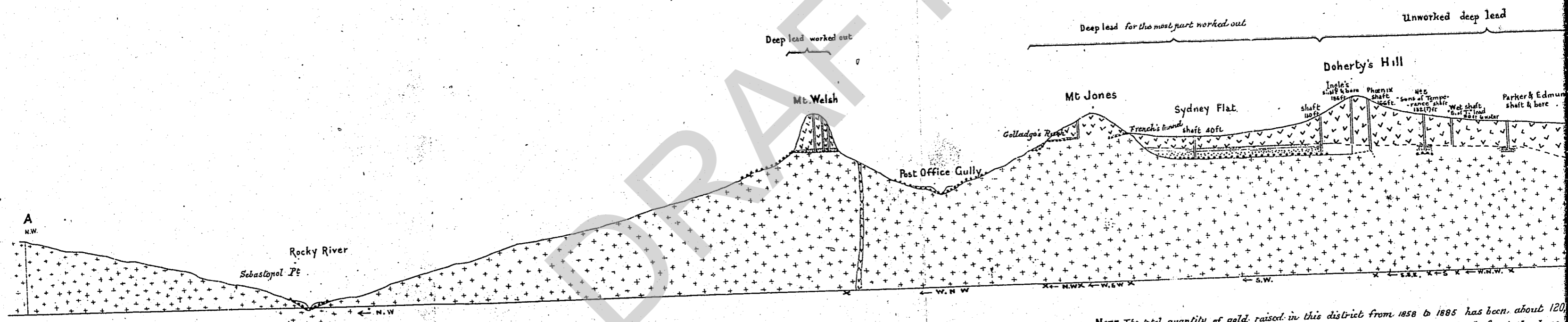
- | | | | |
|--|--|---|----------------------------------|
| SILURIAN ?
Claystone (passing into Granitoid near junction with intrusive granite.) | Quartzite (in part overlying & in part underlying basalt.) | TERTIARY Basalt (in part carrying gold-bearing strata.) | Granite - Intrusive gold-bearing |
| (Sjg 337-) | Basalt dyke | Eruptive dyke | Alluvial gold |
| | | Deep lead | |

SECTION ACROSS ROCKY RIVER GOLD FIELD

showing relative position of 'shallow' and 'deep lead' auriferous alluvials

see line A-B Geological Sketch Map

To accompany report by Geological Surveyor T.W.E. DAVID, B.A.F.G.S.



- Recent auriferous alluvials.
- Tertiary basalt capping tertiary gold gravel
- Tertiary auriferous alluvials consisting of quartz sand and quartz gravel with beds of white and grey pipeclay & black clay with fossil leaves
- Intrusive granite probably the matrix of the alluvial gold.

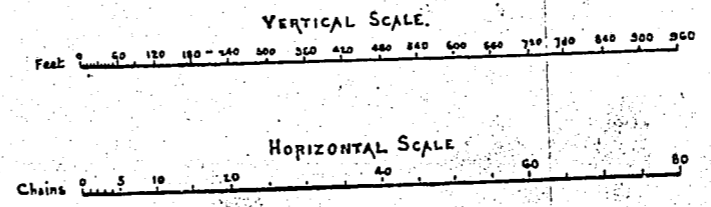


PHOTO-LITHOGRAPHED AT THE GOVT. PRINTING OFFICE,
SYDNEY, NEW SOUTH WALES.

NOTE The total quantity of gold raised in this district from 1858 to 1885 has been about 120, £455, 719. A payable branch lead has been worked between the 130 ft shaft at the base and the N° 5 'Sons of Temperance' shaft.

(Sig. 337.)

SECTION ACROSS ROCKY RIVER GOLD FIELD

APPENDIX I.

showing relative position of "shallow" and "deep lead" auriferous alluvials

see line A-B Geological Sketch Map

To accompany report by Geological Surveyor T.W.E. DAVID. B.A.F.C.S.

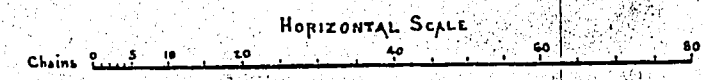
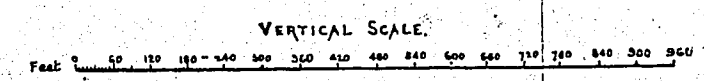
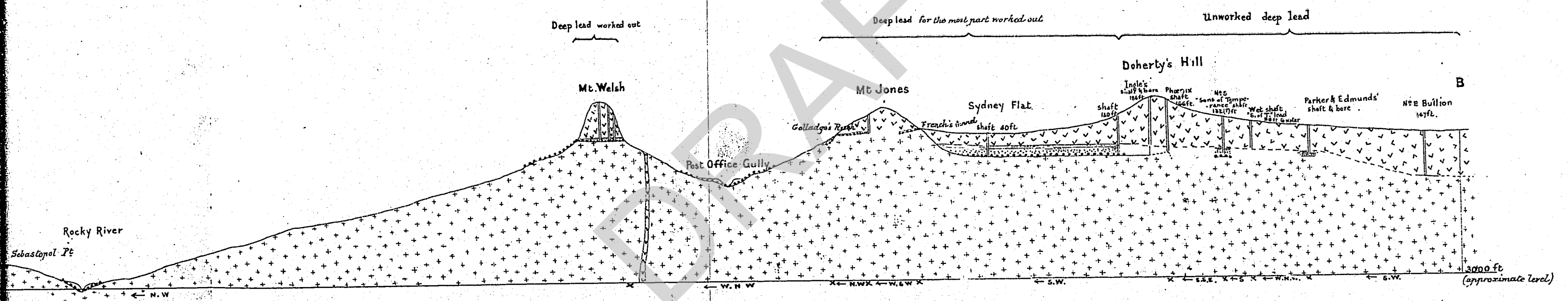


PHOTO-LITHOGRAPHED AT THE GOVT. PRINTING OFFICE, SYDNEY, NEW SOUTH WALES.

NOTE The total quantity of gold raised in this district from 1858 to 1885 has been about 120,025 ozs valued at £455,719. A payable branch lead has been worked between the 130 ft shaft at the base of Doherty's Hill and the No. 5 "Sons of Temperance" shaft.

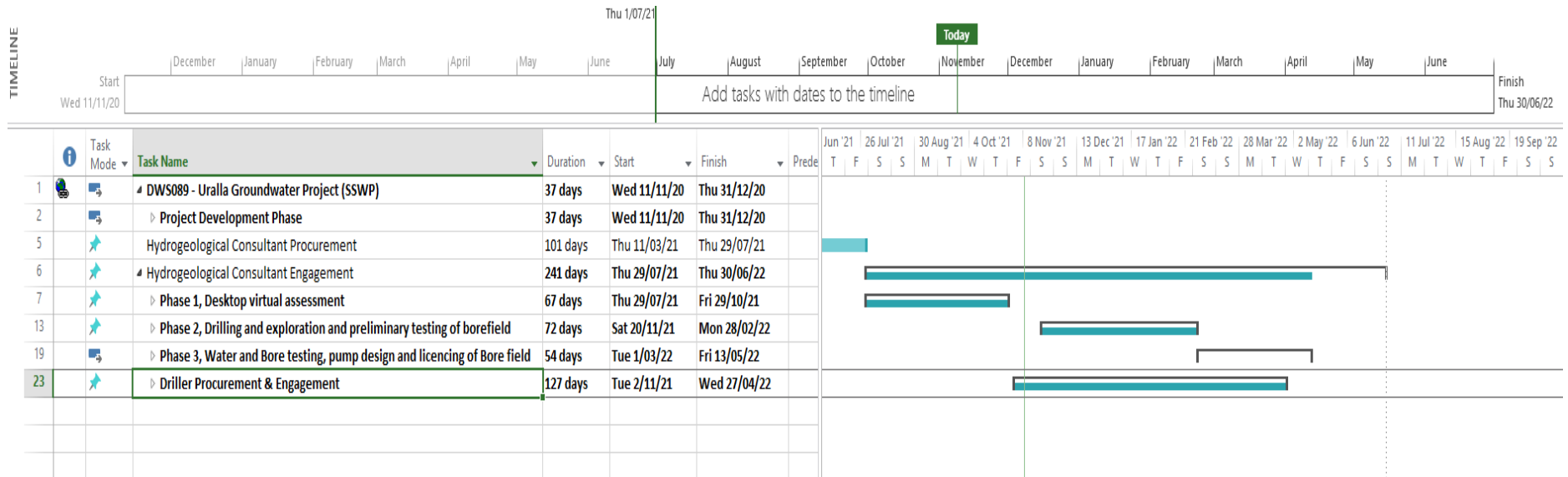
old gravel
matrix of the alluvial gold
matrix of quartz sand and quartz gravel
matrix of black clay with fossil leaves



DRAFT

15.12 Attachment #2

Attachment 2 - November 2021 – Uralla Groundwater Project - Program



15.13 PUBLIC EXHIBITION OF OPEN SPACE STRATEGY

Department: Infrastructure & Development
Prepared by: Manager of Development and Planning
TRIM Reference: UINT/21/13383
Attachment: UINT/21/13390 – Draft Open Space Strategy

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: A safe and efficient network of arterial roads and supporting infrastructure; and town streets, footpaths and cycle ways that are adequate, interconnected and maintained

Strategy: 1.1.2 Embellish our community with parks, paths, cycle ways, facilities and meeting places

Activity: 1.1.2.1 Prepare open space strategy

Action: 1.1.2.1.1 Finalise the development of the Open Space Strategy

SUMMARY:

1. This report recommends that Council resolve to publicly exhibit the draft Uralla Shire Open Space Strategy for a period of 28 days.

RECOMMENDATION:

That Council publicly exhibit the draft Uralla Shire Open Space Strategy for a period of 28 days.

REPORT:

2. The draft Uralla Shire Open Space Strategy sets the vision for the future of open space and provides the overarching framework and strategic direction for public open space planning in Uralla Shire for the next 20 years. The Strategy recommends a wide range of activities in parks and open spaces in Uralla Shire to provide a variety of enjoyable and healthy places to visit.
3. Actions within the Strategy have been identified through extensive consultation with residents to determine what needs to be done to protect and enhance the open space network. Face to face public meetings were undertaken in all the Shire's towns, villages and hamlets. A survey was also completed, involving online submissions and collection of paper submissions from across the Shire.
4. In October 2020 Moir Landscape Architecture were engaged to prepare the draft strategy utilising the consultation data, and final edit of the draft was submitted to Council in October 2021. Moir also presented the draft strategy to the Uralla Town and Environs Committee on 22 March 2021 and incorporated their feedback as appropriate into a revised draft.
5. Councillors were briefed on the draft Open Space Strategy on 8 June 2021.

CONCLUSION:

6. It is recommended that Council place the draft Uralla Shire Open Space Strategy on public exhibition to gauge community sentiment on the actions proposed within it so that the next term of Council can consider the communities feedback and further develop the strategy.

COUNCIL IMPLICATIONS

7. **Community Engagement/Communication**

Community consultation was undertaken in public meetings in all towns, villages and hamlets throughout the Shire. A public survey was also conducted.

8. **Policy and Regulation**

Nil

9. **Financial/Long Term Financial Plan (LTFP)**

Funding of the upgrade works identified in the Strategy will be through grants and from the General Fund. There are currently no provisions for the Council contributions in the LTFP

10. **Asset management/Asset Management Strategy**

The Strategy outlines works to be undertaken to maintain or improve the Shire's open space assets over the next 20 years.

11. **Workforce/Workforce Management Strategy**

Additional infrastructure will generally require additional resources for maintenance.

12. **Legal and Risk Management**

Safety in design requirements for open space improvements

13. **Performance Measures**

Development and management of Council's open spaces in accordance with the Open Space Strategy.

14. **Project Management**

Project management will generally be undertaken by Council staff.

Uralla Shire Council Open Space Strategy



Uralla Shire Open Space Strategy

Prepared for The Uralla Shire Council

Rev K



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09	Open Space Development Plan
10	Catalyst Projects
11	Uralla Shire Hamlets and Villages

1. Executive Summary

Uralla Shire Council local government area is a unique and distinctive area of regional NSW. It has a rich cultural heritage and a thriving active community, demonstrated through its large number of community initiatives and working groups. As a destination, Uralla Shire has a wealth of unique experiences on offer and is an exceptional place to live and work.

Post COVID-19, regional NSW has seen a sharp increase in the level of domestic based tourism, higher demand for access to functional green space, as well as increased numbers of people leaving city centres in exchange for rural lifestyles. Uralla Shire Council has identified the development of an Open Space Strategy as an opportunity to assess the existing condition of the Shire's open space assets and to identify how these assets can be strengthened to better serve the community, promote tourism, attract people to reside in the Shire and develop a plan for future development of the Shire's open space.

Uralla Shire Open Space Strategy is underpinned by the NSW Government planning and design guidelines, primarily 'Greener Spaces' and 'Better Placed'. These policies have helped to unlock and identify opportunities to enhance open space throughout Uralla Shire. This has also been supported through application of best practice principles from Australia and around the globe which give guidance on topics such as green infrastructure, accessibility, changing trends in recreation, supporting park infrastructure, street tree networks, and resilience.

The Strategy provides an extensive analysis of the Shire's green networks, pedestrian accessibility and shade amenity provisions to determine where opportunities lie to support and bolster the overall network. The analysis presents an in-depth inventory audit of the open space and recreational facilities throughout the Shire to better understand and highlight any deficiencies in recreational offerings. Using this analysis, the Strategy proposes a range of development interventions which have been designed to be implemented over a 5, 10 and 15 year timeframe.

Finally, the Strategy proposes a number of catalyst projects, which have been chosen for their ability to fill gaps in the open space offering of the Shire, as well as their potential impact on the wider green space network. For each project, in-depth recommendations direct and inform the future offerings.

2. Objectives

The Uralla Shire Open Space Strategy intends to build on the success of work previously undertaken by Uralla Shire Council to their recreational facilities and open spaces.

The Strategy identifies opportunities, provides guidance, and informs the future planning and development of Uralla Shire's open space assets.

The Strategy establishes a framework which will assist Uralla Shire Council to make planned and targeted decisions which will address issues facing their open spaces, ultimately helping to improve the overall liveability of the Shire and an enhanced visitor experience.

The Uralla Shire Open Space Strategy seeks to achieve the following:

- Establish best practice principles and demonstrate how they can be used to support and strengthen Uralla Shire's overall open space strategy.
- Itemise the existing open spaces assets of the Shire, make comment on their overall condition and level of accessibility, and to understand how these spaces can be strengthened and improved to facilitate the needs of the community now and into the future.
- Identify missing or underutilised portions of Uralla Shire's open space assets and comment on their suitability to contribute to the wider open space network.
- Propose recommendations to improve green connections to encourage activation and movement.
- Deliver objectives that will guide development and management of open space within Uralla Shire for the next 15 years.
- Provide input into catalyst projects identified by the community.

3. Community Consultation

In December 2017, the Uralla Shire Council undertook an online survey to understand how the local community use the Shire's public open spaces and recognise how they can better serve the community through future developments.

Over 200 responses were received. A snapshot of the outcomes are listed below.

Key Outcomes

- Of the community members that responded, 39% said they accessed parks within the Shire on a weekly basis.
- 83% of respondents stated that Alma Park was the recreation space they visited the most, with the Uralla Swimming Pool and the Uralla Sporting Complex the second and third most popular.
- The elements that the community liked the most about the open space facilities they visit was the proximity to their house and the shade amenity they provide.
- The features that the community valued most or wanted most in a park was quite varied. Of the 194 responses to this question, 52 mentioned more emphasis on play equipment, 49 mentioned additional shade tree planting, and an increase to safety levels was mentioned 29 times.
- When asked what the barriers were for accessing the open space facilities, 69 people answered with lack of variety, and 66 respondents had issues relating to maintenance of the spaces.

4. Guiding Policies

The Uralla Shire Open Space Strategy is underpinned by best practice principles and procedures through the guidance of the following NSW government design framework documents, placing the Uralla Shire Council in a position to achieve best possible outcomes.



4.1 Better Placed

Better Placed recognises development has the potential to transform quality of life for people, stimulate the economy and enhance the environment. The design of the built environment shapes the places where we live, work and meet. The quality of design affects how spaces and places function, how they integrate, what they contribute to the broader environment, and the users, inhabitants and audiences they support or attract. *Better Placed* is a policy for collective aspirations, needs and expectations in designing NSW. It is about enhancing all aspects of our urban environments, to create better places, spaces and buildings, and thereby better cities, towns and suburbs. (*Better Placed 2017, GANSW*).

4.2 Greener Places

Greener Places is a design framework produced by Government Architect NSW to guide the planning, design, and delivery of green infrastructure across NSW. It aims to create a healthier, more liveable, and sustainable urban environment by improving community access to recreation and exercise, supporting walking and cycling connections, supporting and maintaining Aboriginal culture and heritage, and improving the resilience of urban areas.

Greener Places emphasises the need for an integrated design approach involving all aspects of the built environment and all scales of design, and advocates for the use of green infrastructure in urban environments. (*Greener Places 2020, GANSW*).

5. Design Principles

5.1 Open Space Design Principles



The following design principles will be used to assess existing components of Uralla Shire's open space assets and provide direction on how they can be improved. The following principles are underpinned by state, national and international best practices in the field of urban design.

5.2 Green Infrastructure



The concept of Green Infrastructure is globally considered to be best practice. It highlights the need to actively plan green spaces, often integrating stormwater and other traditional infrastructure functions. The variety of open spaces within Uralla Shire as well the existing creek systems that flow through the towns and street tree network provide a great framework to build on.

Green infrastructure is crucial to deliver socially inclusive places that promote recreation opportunities. Creating connections with sufficient canopy coverage enables movement through urbanised areas. These corridors often create far reaching benefits that improve the appearance and lifestyle offered by the town. It has been shown that strategically placed street trees can lower surrounding temperatures significantly, better regulating ambient temperatures and making spaces more appealing and more comfortable to use.

Urban forests, park systems, drainage corridors and constructed wetlands are all part of green infrastructure. Street trees play an important role in this system, providing connections, habitat for wildlife, and improved urban aesthetics.

Implementing green infrastructure can be challenging, with perceived possibilities of management and maintenance issues. Globally, research suggests that the principal task for local government areas to overcome is the traditional grey infrastructure practices and accept that green infrastructure is an emerging, yet permanent urban feature that is imperative for the longevity of communities.

5.3 Accessible Green Space



Walking distance to open space is a common method for determining the quality of open space in an area. Number 11 of the NSW Premier's priorities is to 'Increase the proportion of homes in urban areas within 10 minutes' walk of quality green, open and public space by 10% by 2023. This measure of 10 minutes is widely recognised as the amount of time pedestrians are willing to walk before they opt for other modes of transport. Ensuring that Uralla Shire's open space network be largely accessible by a 10 minute walk is a critical component in overcoming deficiencies.

5.4 Changing Recreational Landscape



People and communities are always evolving in the ways in which they recreate, and as such, open space should be adaptable. Space should be able to be used in a number of ways as demand changes over time and be able to service a number of different needs within the community. It is also important to design parks with a variety of uses, flexibility of activity, and limit replicating facilities and opportunities in parks in close proximity to each other.

Developing a balance between active sport and passive recreation is important. Trends indicate that membership of sporting clubs are on the decline in favour of more informal use of parks. During recent years, an increase in small fitness groups, including walking, running and cycling have been observed throughout NSW.

It is anticipated that the expectation within communities to have spaces and networks that facilitate these kinds of activities will continue to increase.

5.5 Strengthening Parks and Green Spaces



Small, local level and pocket parks are great open space assets for any community, however if these spaces have limited accessibility or are disconnected from green links they are often underutilised or misused.

When parks form part of a larger green network and walkway route, they are more likely to be utilised by the public. By connecting these spaces, a comprehensive network is created that connects residential areas, the town centre and various points of interest throughout the community. Incorporating schools and other public assets within the network further strengthens and encourages alternative transport options for residents. In doing so, socially inclusive places promote and share social and cultural recreation opportunities, thereby building a stronger community.

5.6 Developing a Street Tree Network



A comprehensive street tree network is critical to providing urban streets that are liveable, attractive and pedestrian friendly. Street beautification is frequently seen as an unnecessary expense, however as regional cities and towns compete for investment, new residents and tourism, points of separation become ever more important. Research suggests a substantial social and economical return on design investment may be achieved when the necessary emphasis is placed on developing shaded streets with a well-developed canopy cover.

5.7 Resilience



Integrating the needs of the environment into the Strategy will result in a much more resilient network more capable of withstanding change. Building resilience to natural hazards such as fire and flood is also of importance to maintain the longevity of Uralla Shire's open space assets. Incorporating offset buffers to dense bushland, planting and regenerating creek banks, as well as opportunities for water sensitive urban design outcomes should all be explored.

Open space networks have the potential to function as biodiversity links, allowing for the movement and habitat creation for endemic species. Drainage corridors and detention basins especially provide opportunity to contribute to the biodiversity within Uralla Shire.

Planning for resilience and climate change also includes selecting plant species that are more drought tolerant and reduce the opportunity for fuel build-up in fire prone areas.

6. Analysis - Uralla Township

6.1 Analysis Intent

This section aims to demonstrate a high-level analysis of Uralla’s green space assets, which can then be used to identify opportunities to strengthen the overall network.

6.2 Green and Blue Spaces

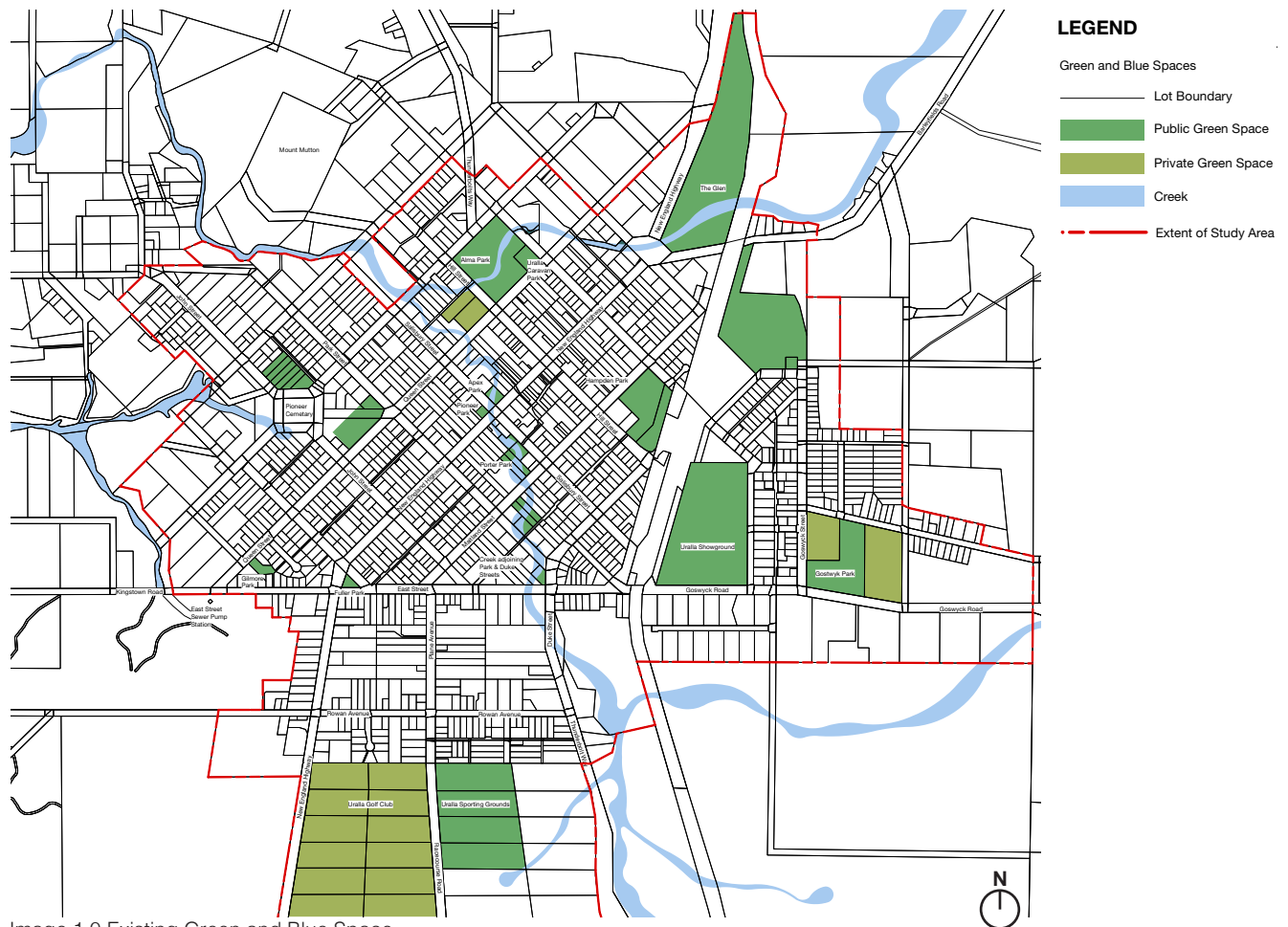


Image 1.0 Existing Green and Blue Space

The green spaces within the Uralla township encompass approximately 33 hectares of land, which amounts for 7% of the total land use space of the township study area.

The green space is comprised of a mix of public sporting fields, playgrounds, mixed-use recreational facilities and passive recreational parks.

Image 1.0 shows the location of the publicly and privately owned recreation facilities and green spaces within the township of Uralla.



Uralla Creek meanders through the town in a north-south direction, with Rocky Creek dissecting it in an east-west axis to the north of the Uralla Bowling Club. Many well-established trees in the town follow these existing creek lines, contributing to the overall shade amenity of the town and helping to develop an ecological corridor for endemic species. A visual assessment of the existing creek lines undertaken on 22 January 2021 showed the creek lines to be in a fair to good condition, with minimal erosion identified, and substantial healthy plantings lining the banks.

6.3 Heritage

Uralla has a rich architectural history, with many well-preserved and maintained historical buildings lining Bridge Street. Many more can be found within walking distance to the town centre. Much of this rich architectural history dates back to the 1860s and is a significant tourist attractor for the town. A heritage trail has been established to showcase these historical assets. Notable buildings include: McCrossin's Flour Mill (1870), Railway Gatekeeper's House (1882), Masonic Hall (1884), and Uralla Courthouse (1885).

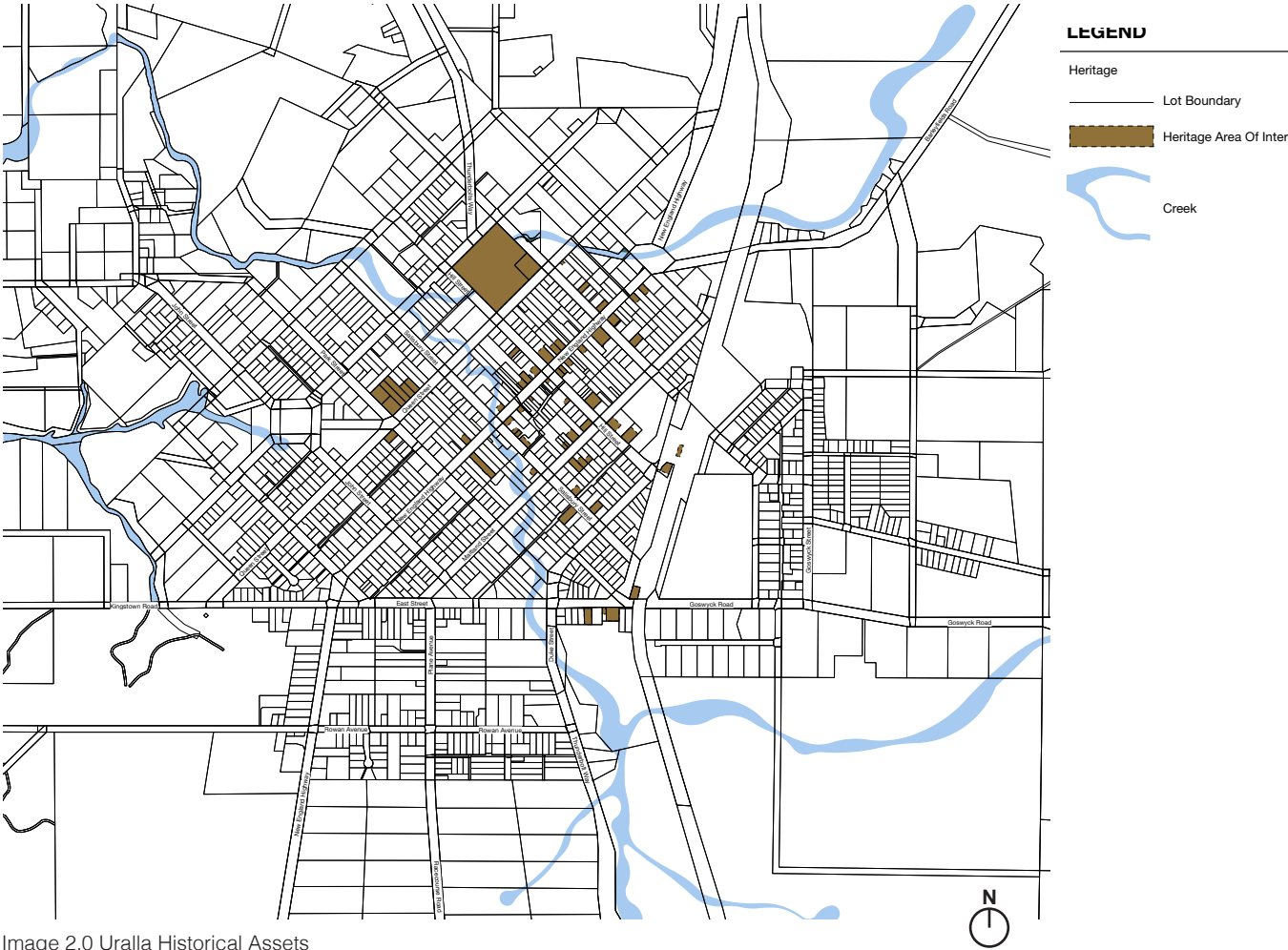


Image 2.0 Uralla Historical Assets

6.4 Points of Interest and Community Facilities

To achieve the best outcome for the Uralla Shire Open Space Strategy, and ultimately increase the level of liveability for its residents, it is crucial that points of interests within the town and facilities such as schools and aged care facilities are integrated into the wider green network. Increasing walkability and access to such facilities will help to develop an active community and increase overall well-being.

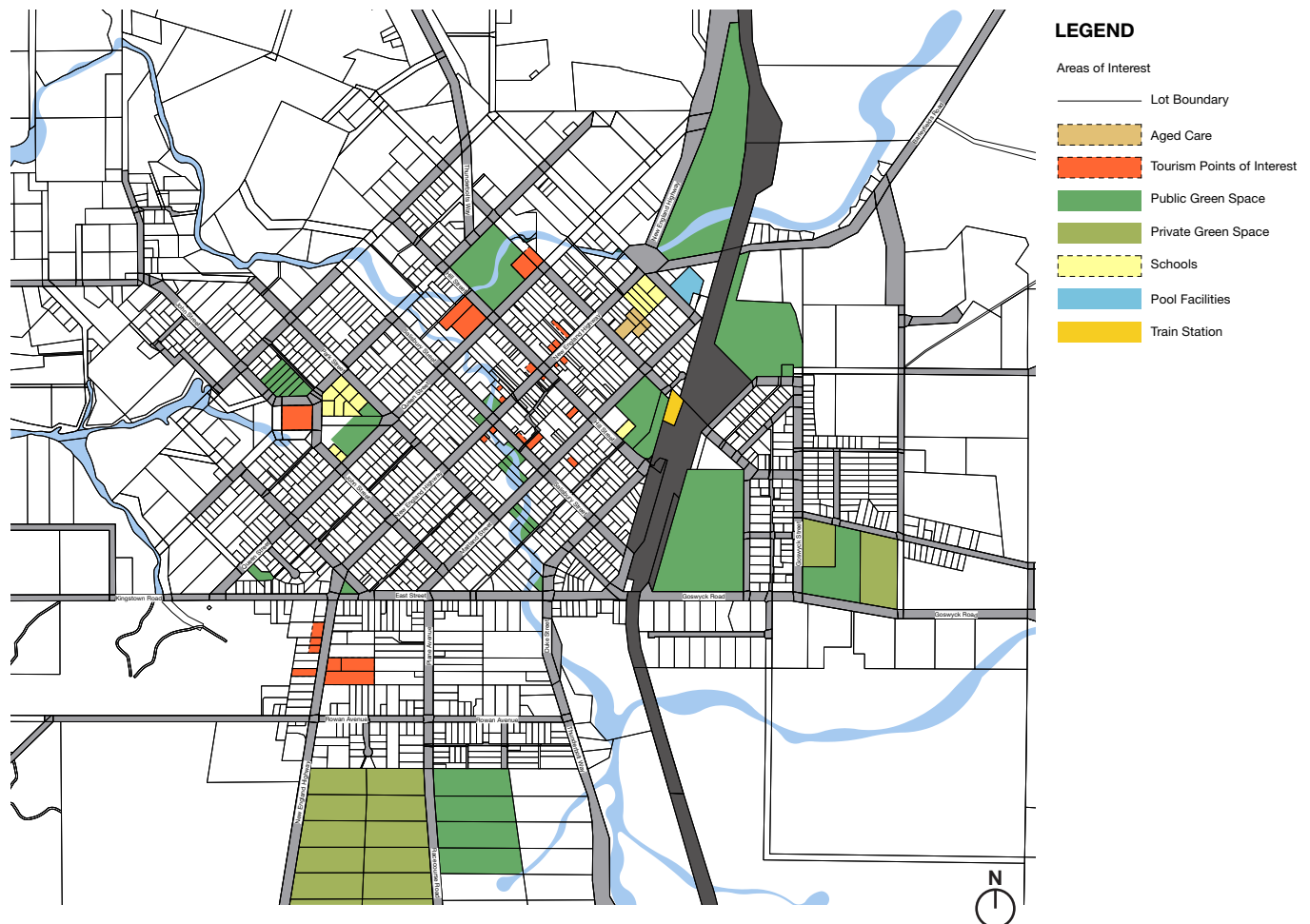


Image 3.0 Points of Interest and community facilities

6.5 Street Tree Network

The Climate Change in NSW fact sheet states that the climate across NSW has already been impacted by warming of 0.9°C since 1910 and the prediction is that warming will continue into the future. The near future projection (2020 – 2039) is for temperature increases by a further 0.7°C.

By 2030 there is projected to be up to 110 more heatwave days per year and by 2070, up to 33 more in northern NSW. Heatwaves are also expected to last longer.

To safeguard communities against this increase in predicted temperatures it is crucial that towns throughout the state strengthen their street tree network. By providing a planned and connected street tree network, the community will be encouraged to engage with the towns green spaces and lead a more active lifestyle.

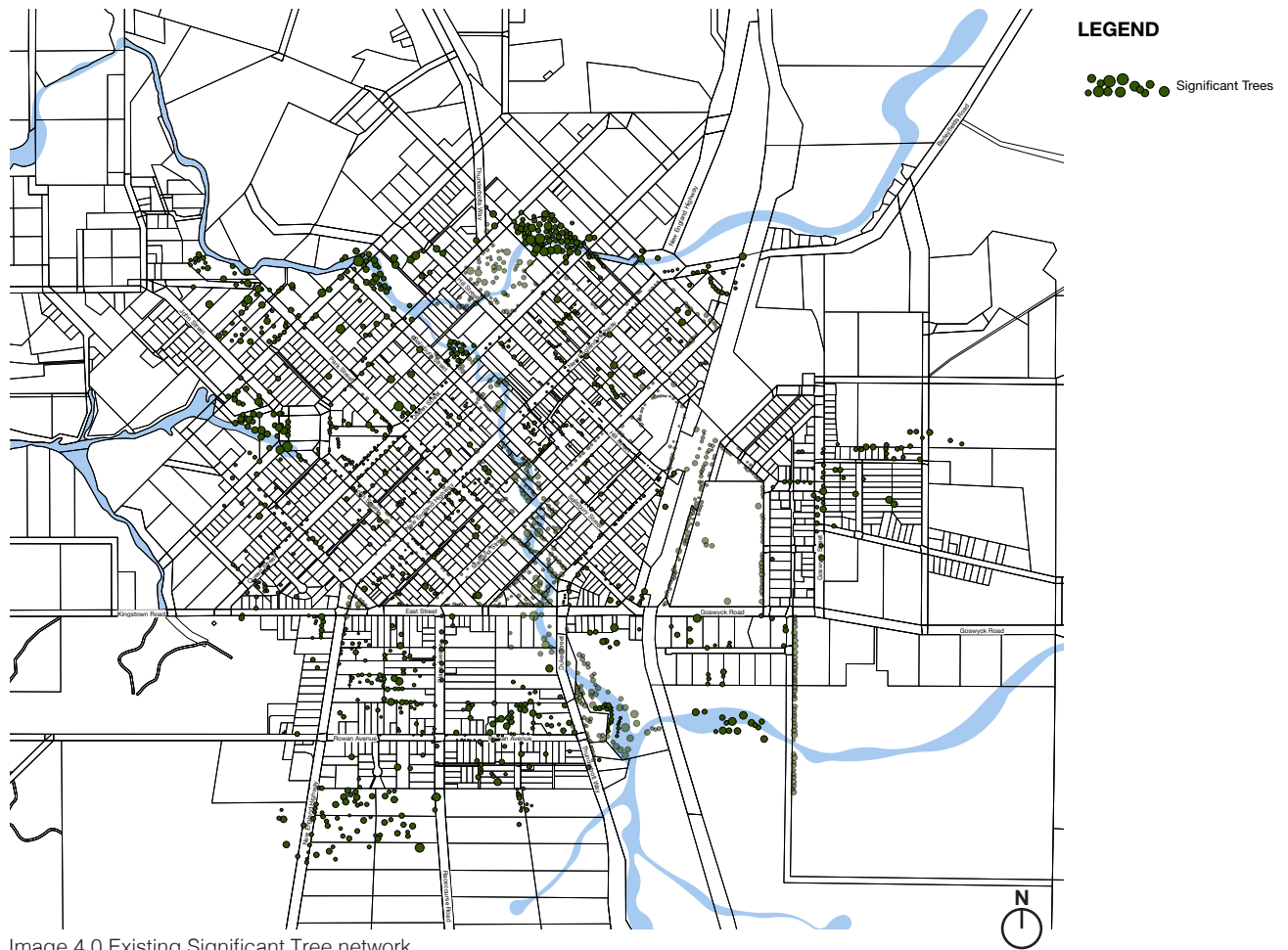
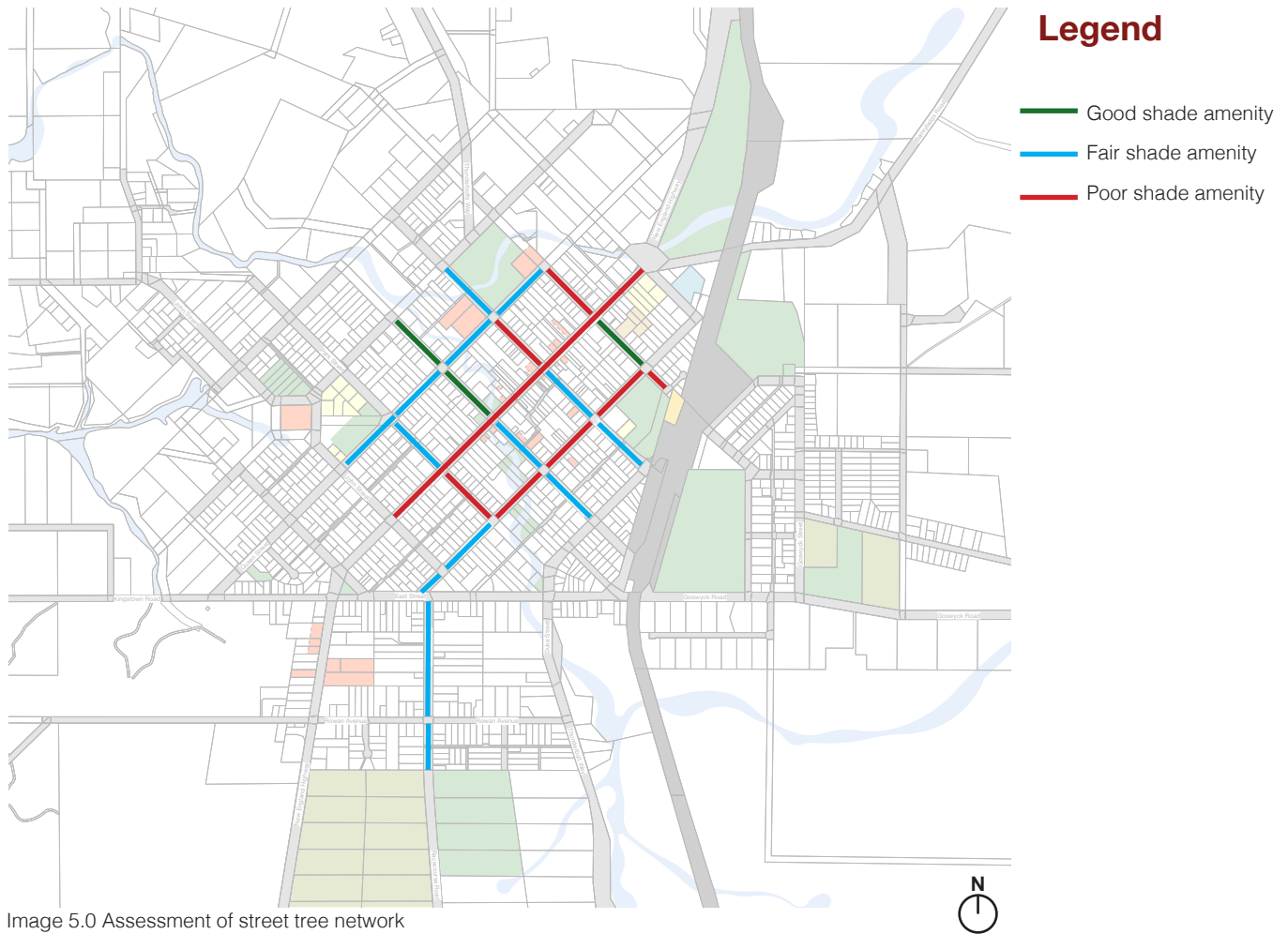


Image 4.0 Existing Significant Tree network

Image 4.0 shows the significant trees within the Uralla township. Large significant trees play a crucial role in cooling ambient temperature, as well as establishing ecological movement corridors, and habitats for endemic fauna.

Image 5.0 shows an analysis of the existing street tree network in the core streets of the Uralla township. The colour communicates the following:

- Red: Poor to low shade amenity and lack of continuity.
- Blue: Fair level of shade amenity and average level of continuity.
- Green: Good level of shade amenity and continuity.

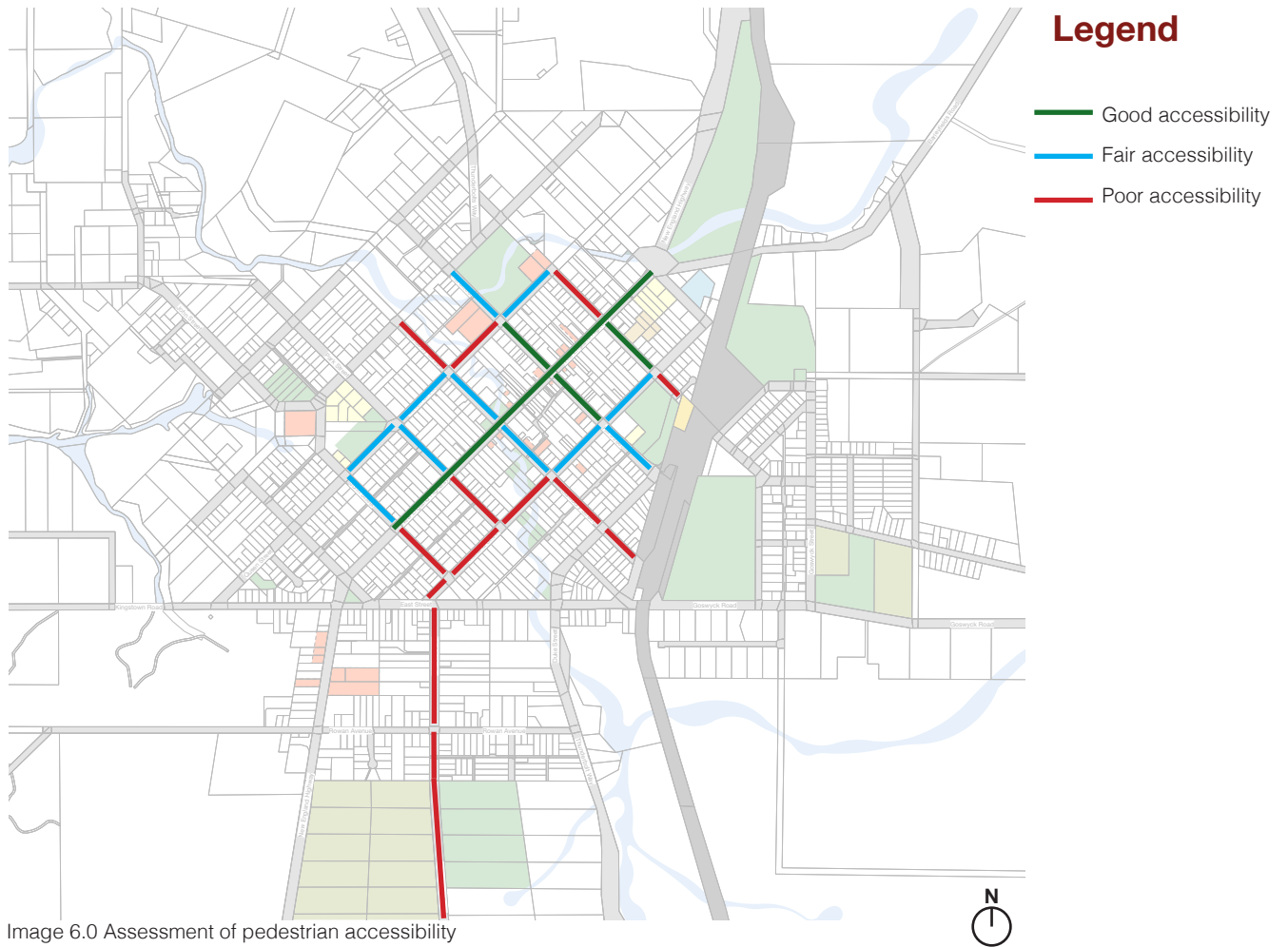


6.6 Pedestrian network

Much of the points of interest, both for residents and tourist alike, are located within the central heart of the Uralla township. Cycling and walking should be encouraged by improving accessibility to these networks and developing links to the town centre and streets, thereby connecting points of interest.

The smaller scaled grid layout makes the town ideal for walking routes where a variety of experiences are within easy walking distance with many points of interest along the way. By encouraging pedestrian movement, it not only adds to the experience of visiting Uralla, it also creates further business opportunities for local enterprises.

Enhancing Uralla's pedestrian network is a core component to the success of the Uralla Shire Open Space Strategy. The importance of encouraging walking and cycling routes should not be underestimated, with pedestrian and cycle networks being cited as a critical component to enhance liveability by the Greener Places charter. The health benefits of supporting active pedestrian networks have been well documented, and links can also be made to their effect on reducing crime in residential areas. Street tree coverage is also a core component in achieving walkability and increasing the liveability of a town.



Pedestrian access is fundamental in supporting and strengthening the movability of a town. Enabling all members of the community to move safely and unimpeded is vital to achieving a high level of liveability. Image 6.0 shows an analysis of the existing pedestrian accessibility within the township.

The analysis is based on the level of accessibility, determined by:

- Pedestrian paths on 1 side of the road.
- Pedestrian paths on both sides of the road.
- No pedestrian paths.

6.7 Walkability

Analysing walking distances can help determine if residential areas have deficient access to green space. A 10 minute walk to a green space area is generally considered an appropriate amount of time people are willing to walk before opting to use other modes of transport.

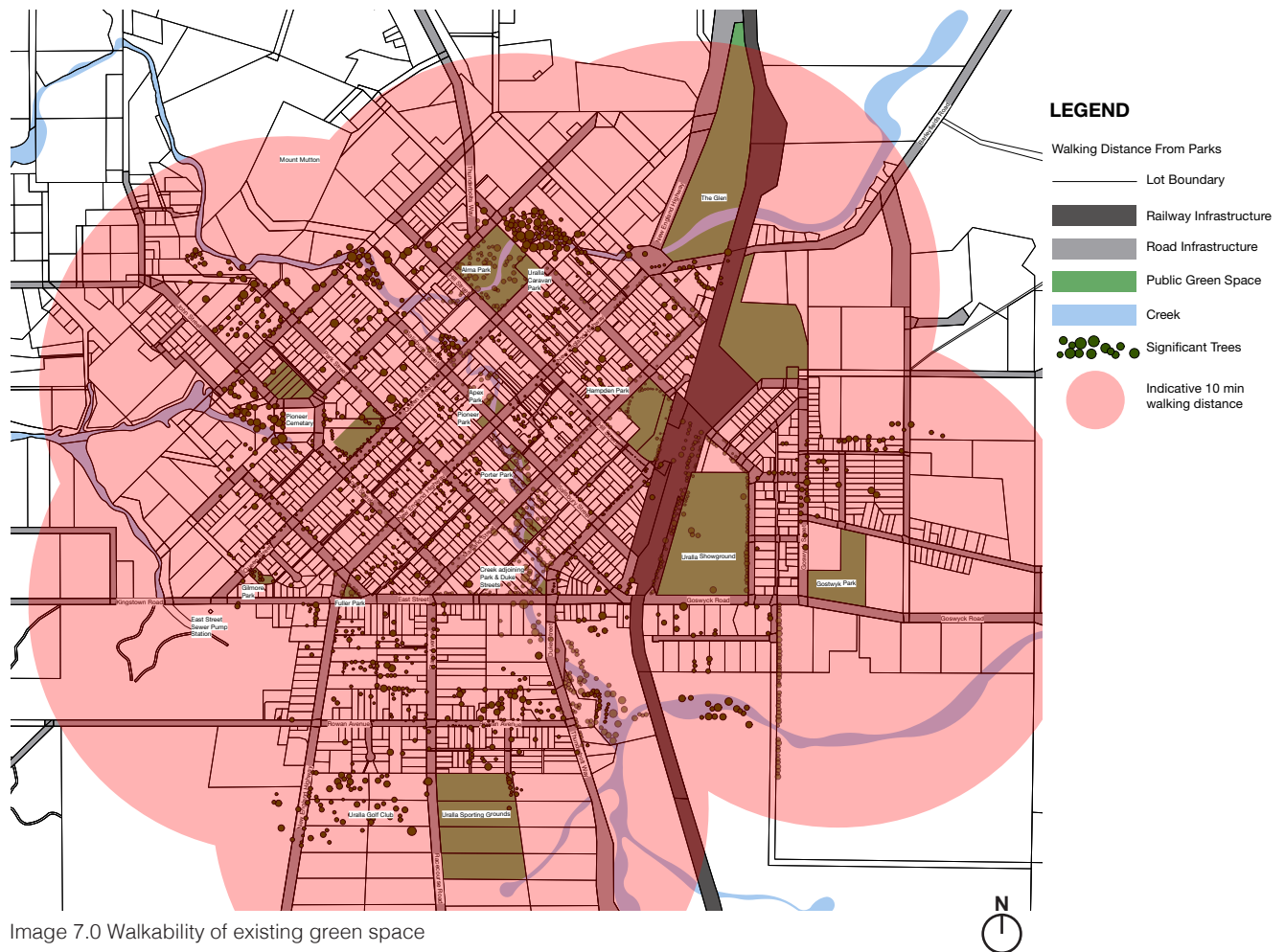


Image 7.0 Walkability of existing green space

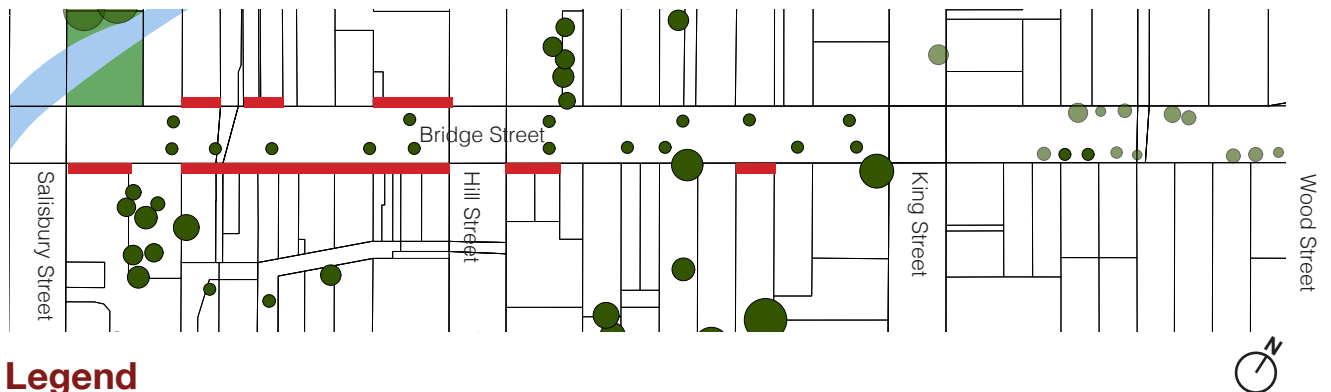
Image 7.0 demonstrates that there is currently sufficient access to green space for all residential areas within Uralla. This may change with Uralla's future land release areas and is a factor that should be considered in the development of these areas.

6.8 Uralla Main Street

The New England Highway transitions into Bridge Street, which is Uralla's main street. It is lined with local businesses occupying both new and historical buildings, with the southern side of the road having a fairly consistent colonnade from King Street in the north to Salisbury Street in the south. The Bridge Street carriageway is quite generous, boasting a 9m carriageway and rear-in parking on both the northern and southern sides. Although the colonnades to the building frontages provides a moderate level of shade protection, there are minimal street tree plantings.

Given the expansive carriageway, street trees play a crucial role in mitigating the radiant heat from the road surface and help to significantly lower ambient temperatures. Studies show that providing spaces with sufficient shade amenity and comfortable ambient temperatures stimulates the economy significantly and extends time spent in a business district.

Image 8.0 Bridge Street Shade Analysis



Legend

- Colonnade shade coverage
- Existing tree planting

Image 8.0 shows the locations of the existing tree canopy and locations of the existing colonnade coverage along Bridge Street. This area relies heavily on the existence of built form structures to provide shade onto the streetscape, most notably at its southern end.

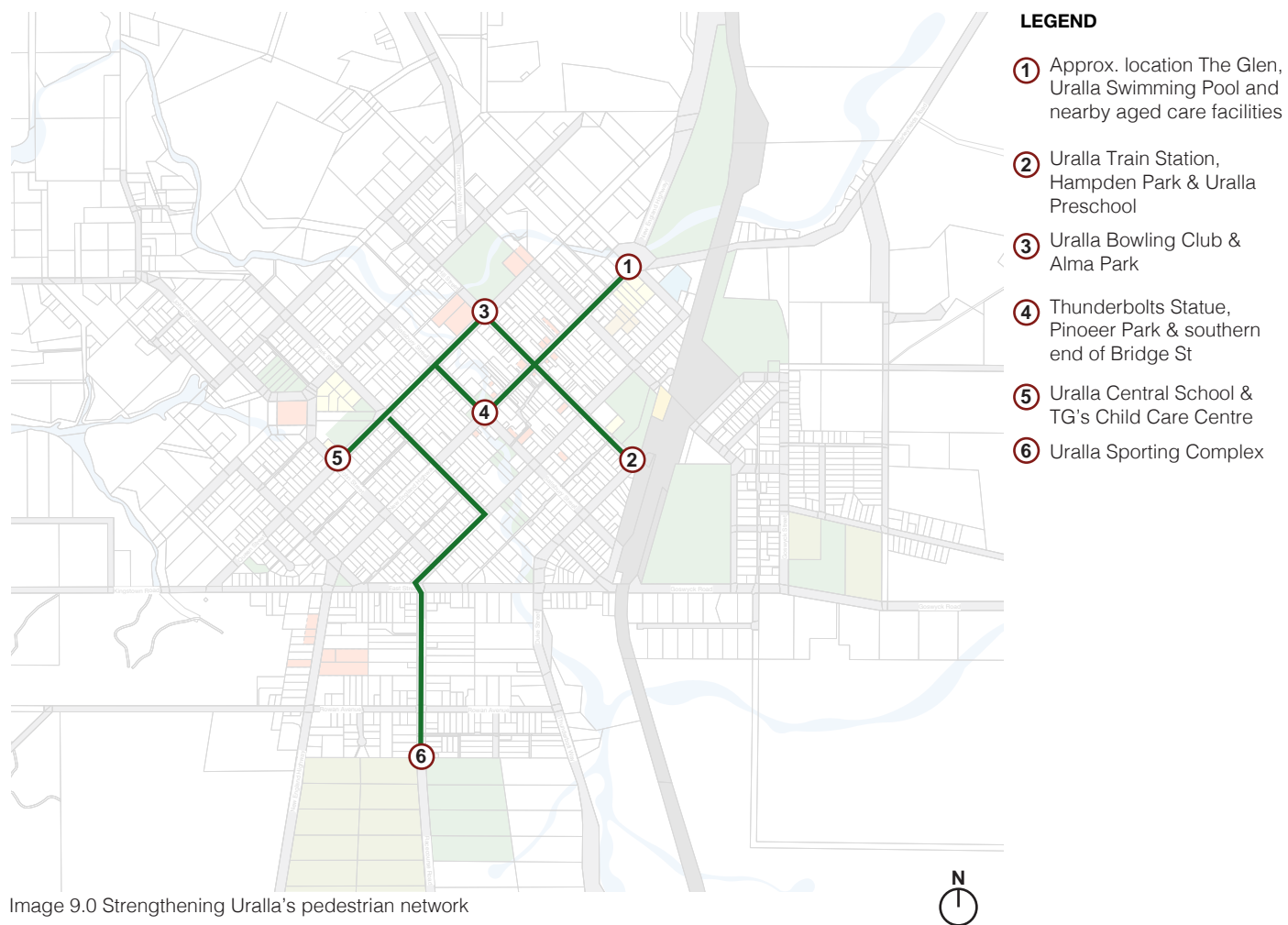
7. Opportunities

7.1 Overview

Utilising the information gathered from Section - 5.0 analysis of this document, a series of opportunities have been identified that will help develop strong connections to important green infrastructure, activate underperforming open spaces, and increase the overall liveability of the town.

7.2 Strengthening Pedestrian Movement

Safe, accessible and intuitive pedestrian connections are crucial to developing walkability and increasing liveability of the town. Image 9.0 shows where emphasis on strengthening the pedestrian network is required.

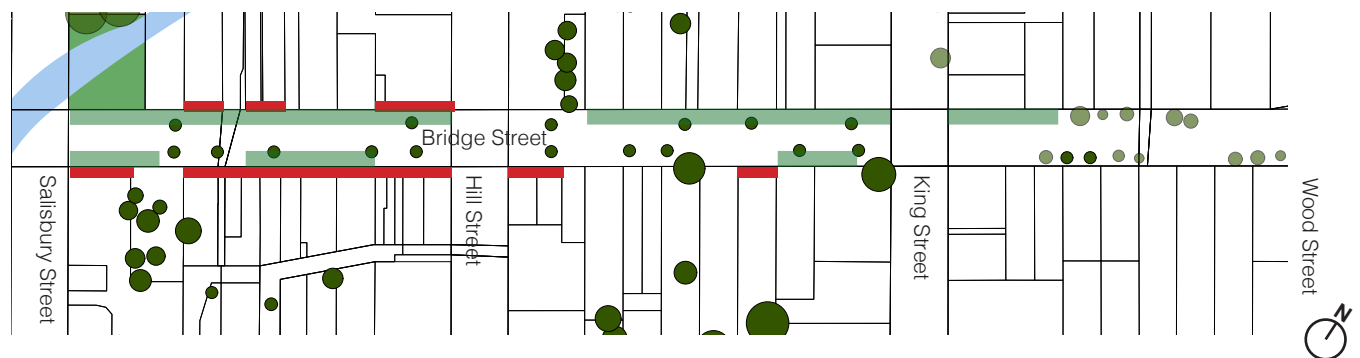


7.3 Strengthening Bridge Street




Bridge Street is Uralla's main street and very much the lifeblood of the community, providing a place for interaction, social well-being and economic opportunities. To maintain the longevity and ongoing useability of this streetscape, the street must adapt and change to both social and environmental pressures. In its current condition the central area of Bridge Street (between King and Hill Street) is particularly devoid of shade coverage, with the southern portion of Bridge Street (between Hill and Salisbury Street) relying heavily on colonnades to shade the streetscape.

Investing in shade amenity in urbanised areas has significant social, environmental and economic returns, all of which have been widely documented both nationally and internationally. Bridge Street's wide carriageway provides a great opportunity to significantly increase the shade coverage to the streetscape through a strategic and curated street tree planting strategy which will also help to develop a green and unique arrival experience into the township.

Image 10.0 Bridge Street Shade Analysis



Legend

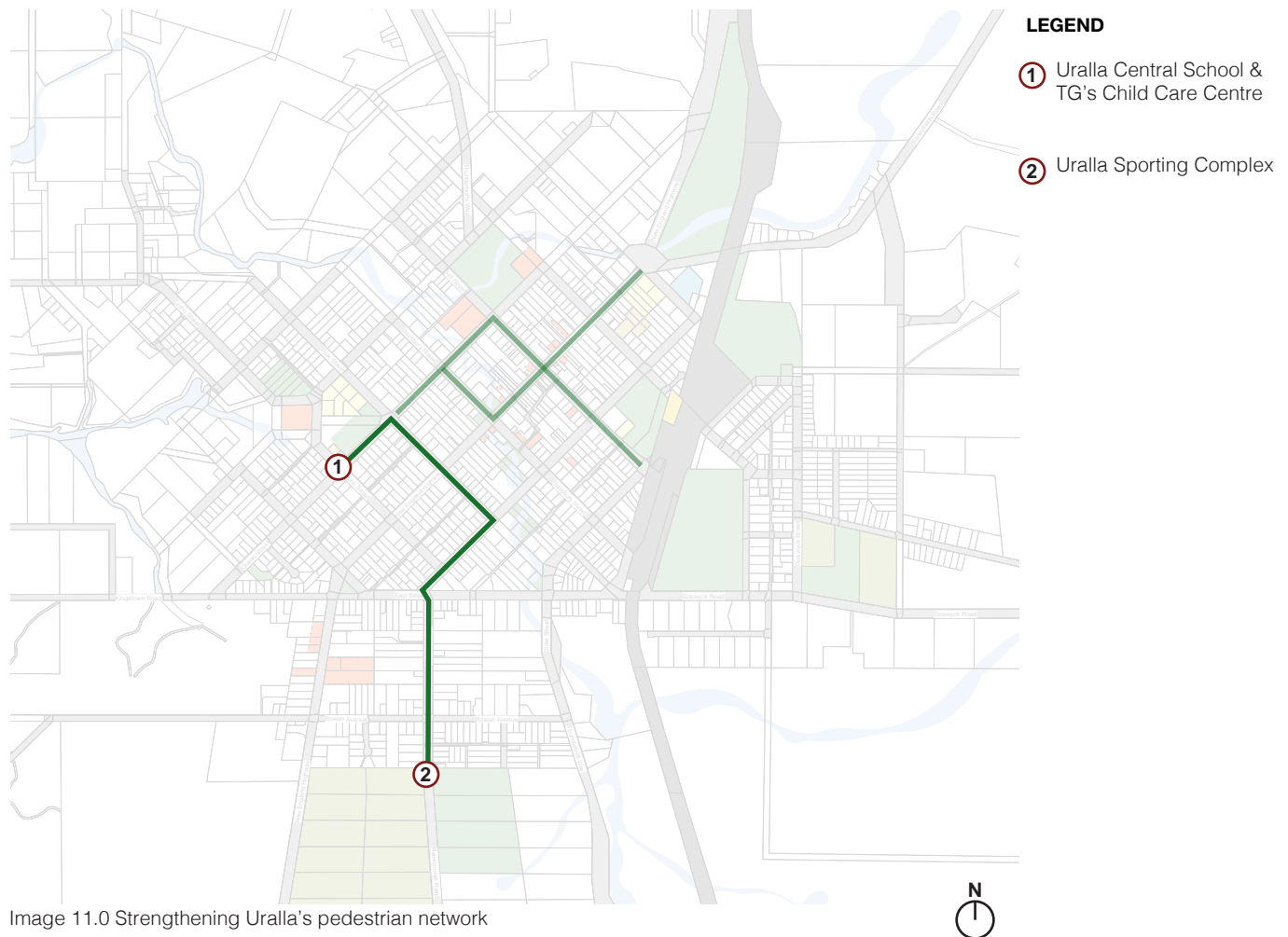
-  Colonnade shade coverage
-  Existing tree planting
-  Additional street tree coverage required

Bridge Street Design Principles

The following points are design principles that can be adopted to help increase shade amenity, enhance pedestrian safety, and encourage users to occupy the space for longer.

- Tree planting should be strategic to the existing condition i.e. planting areas should be consolidated to reduce fragmentation, thus decreasing the chance of damage to planting areas whilst supporting parking amenity within the street.
- Tree pits and plantings should be protected. To ensure the survival of street tree plantings tree pits and planting sizes should be increased to reduce chance of damage from cars, especially in areas of 'rear-in' parking. Raised kerbs should be encouraged to reduce damage from reversing vehicles.
- Existing streetscape trees should only be removed once replacement trees have been established. Removing shade amenity without equitable replacement shade is strongly discouraged.
- Pedestrian calming measures should be mitigated through the use of natural elements rather than built form elements, such as guard rails.
- Safe pedestrian cross over points should be allowed for to support flow of pedestrian movements along Hill Street.

7.4 Connecting Key Facilities 01

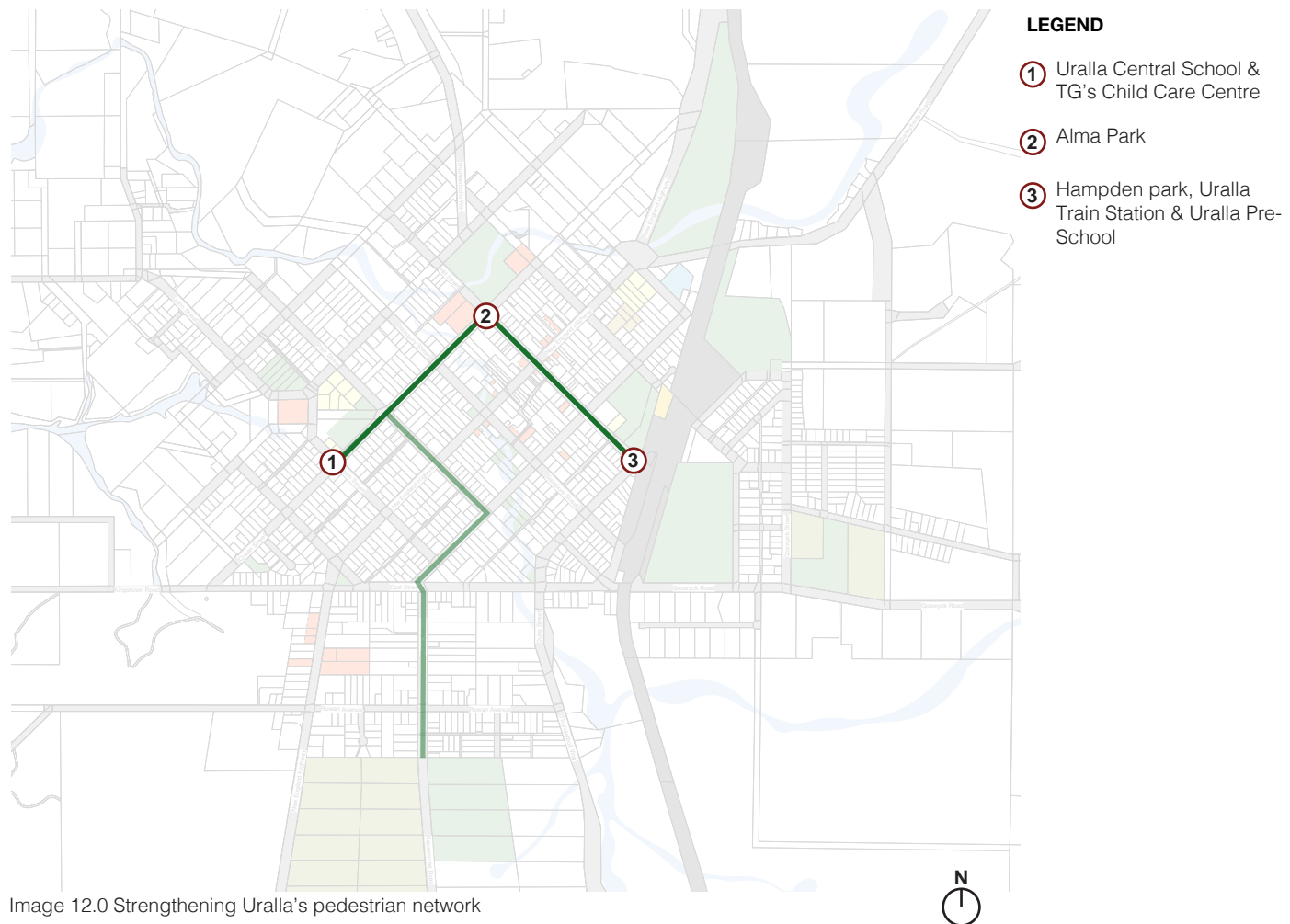


One of the primary user groups of the Uralla Sporting Complex is school aged children. Many after-school activities and sporting practices are held at this facility when school finishes for the day, seeing many children needing to commute to the complex. Providing this demographic with a safe and accessible pedestrian link from the Uralla Central School and TG's Child Care Centre to the Uralla Sporting Complex will help to encourage participation in recreational activities and decrease the reliance on parents to facilitate transport. When viewing this connection in the context of its existing condition, three barriers need to be overcome to achieve an effective connection as follows:

- Minimal levels of pedestrian access that connect these two locations.
- Minimal level of shade amenity
- Issues crossing the New England Highway.

To address these concerns, it is recommended that pedestrian infrastructure is put in place to accommodate safe movement between these points. Street tree planting, pedestrian paths, and if applicable, bicycle infrastructure will help facilitate this to develop a succinct and direct connection. Furthermore, to facilitate the safe crossing of the New England Highway, traffic calming devices such as traffic lights should be investigated to promote safety.

7.5 Connecting Key Facilities 02



Schools and childcare centres are vital assets that contribute to supporting a growing and changing community. Integrating these facilities into the wider pedestrian corridor network helps to encourage walking and active movement within the community. Often, these facilities are accessed by parents walking their children to school or day care and rely on accessible pedestrian facilities to make their journey safe and enjoyable.

Studies show that children and families are the primary users of recreational facilities. Linking schools and day care centres to recreational offerings helps to encourage community activation and supports healthy lifestyles.

There is great opportunity to create a safe and accessible link between Uralla Central School and TG's Child Care Centre to Alma Park. Linking these assets would strengthen after-school activation of Alma Park, whilst also allowing families with younger children to access the park while older children are at school or day care. Furthermore, developing a succinct link between Hampden Park and the Uralla Central School will help facilitate the use of the skate park for older children, as well as facilitating a link between Alma Park and the Uralla Pre-school.

7.6 Developing An Arrival Experience

There is an opportunity to utilise Uralla's existing open space facilities to assist in developing a unique and appropriately scaled arrival sequence, subtly notifying visitors the township is ahead.

To the south of Uralla, Fuller Park offers an opportunity to house a beacon or large artwork which would develop this arrival experience. The park's location on a corner of the New England Highway, before the road straightens and turns into Bridge Street, will see motorists slowing. Minor clearing to the park frontage will increase its street presence and provide a direct view into the park.

The Glen offers an opportunity to become the host of the northern arrival sequence location. Also located off the New England Highway, the space is already home to the 'Constellations of the South' art installation under development, and has sufficient space to house additional pieces of art. Although The Glen is located roughly 2m below the highway level, if the beacon or artwork can be seen by passing motorists it would create intrigue and raise curiosity.

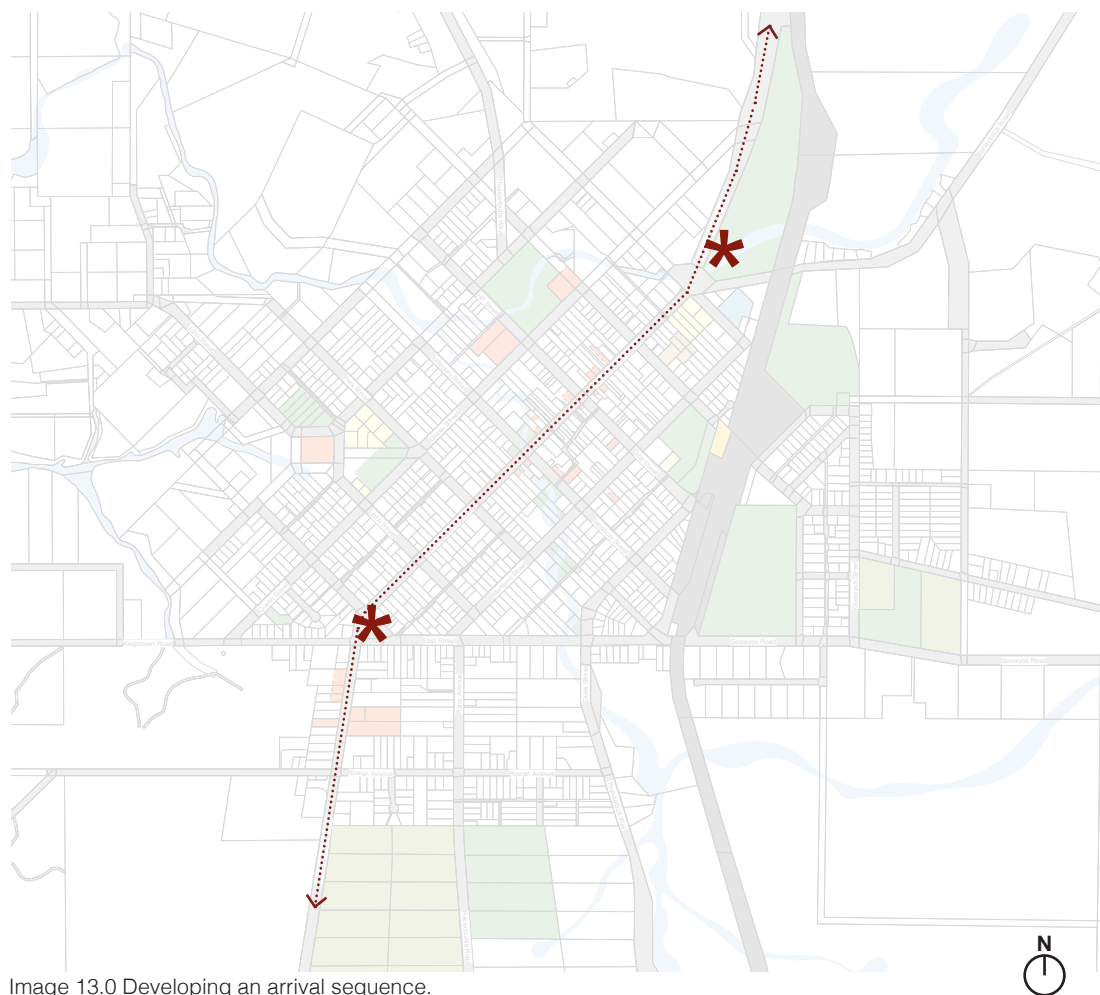
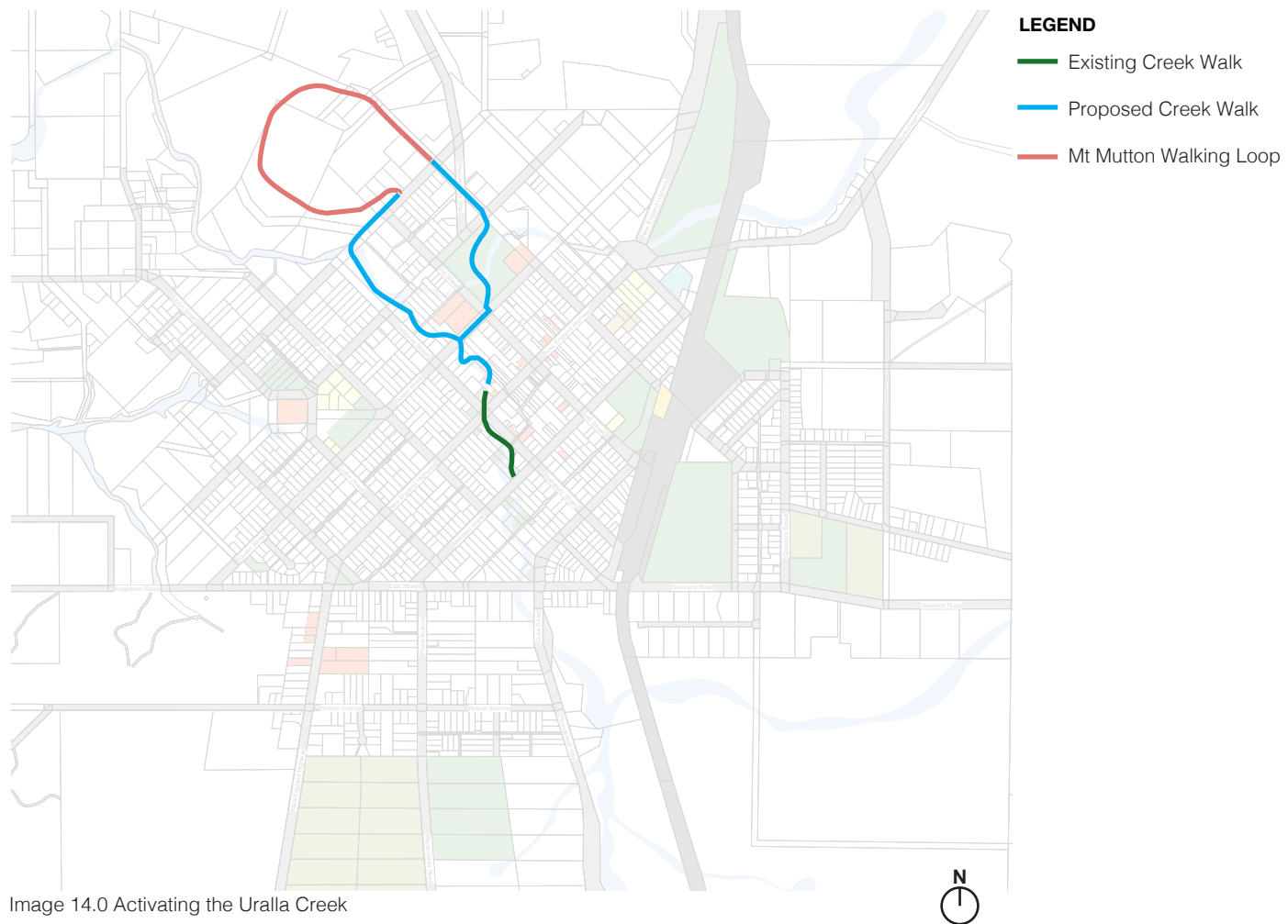


Image 13.0 Developing an arrival sequence.

7.7 Activating The Uralla Creek

Uralla Creek meanders through the town in a north-south direction, with Rocky Creek dissecting it in a east-west axis at the northern portion of Salisbury Street. Many well-established trees in town follow these creek lines, contributing to the overall shade amenity of the town. The creek offers an opportunity to develop an alternative pedestrian route through the township, connecting residential areas to the town centre. Utilising the cooling evaporation micro-climate of the creek, there is opportunity to develop walking and cycling routes along this natural green spine.

Through site investigations, some existing pedestrian infrastructure has been identified along the creek line along Salisbury Street, however it terminates at the underpass of the New England Highway. Developing this blue link along the Uralla Creek, to Alma Park and Rocky Creek, and then onwards to the Mt Mutton walking track would develop an exciting and marketable environmental and recreational experience.



8. Existing Open Space Inventory Audit

8.1 Overview

The existing open space inventory audit will be used to help Uralla Shire Council understand its existing recreational and open space assets and their existing conditions. This inventory will also be used to help identify gaps in the recreational offerings of the Shire and provide recommendations on how to strengthen existing assets. The existing open space inventory will use the following abbreviations to comment on asset condition:

GC - Good Condition

FC - Fair Condition

PC - Poor Condition

The following parks and areas of open space have been investigated:

- Uralla Sporting Complex
- Alma Park
- Hampden Park
- The Glen
- Pioneer Park
- Fuller Park
- Racecourse Lagoon
- Dangar's Lagoon
- Gilmore Park
- Porter Park
- Rotary Park
- Apex Memorial Park
- Woodville Reserve
- Pioneer Cemetery
- Wooldridge Reserve
- Yarrowyck Crossing Reserve
- Rocky River Tennis Courts
- Barry Munday Reserve

8.2 Uralla Sporting Complex

Description

The Uralla Sporting Complex can be considered the Shire's premiere sporting facility, catering for a large number of sporting and recreational pursuits. The site offers a dense tree lined perimeter which provides a natural wind break to prevailing winds and a natural backdrop for spectators and players. The facility is furnished with a number of tennis courts, multi-use courts, playing fields, and opportunities for shelter and shade amenity. The facility has received major upgrades between 2017-2020 and the overall condition and functionality of the site is considered good.

The accessibility of the site would be categorised as low. There is currently poor pedestrian access to the facility, with no pedestrian paths or street tree coverage along Plane Avenue.

Comments/Recommendation

Improvements can be made to the arrival experience of the facility. Entering through the driveway, a series of large concrete pots line the pedestrian access. There is opportunity for these to be removed and replaced with a tree avenue either side of the driveway. This inclusion will help build a sense of arrival whilst providing shade amenity. Access could be improved by accommodating a stronger pedestrian connection to the town centre through the implementation of shaded pedestrian paths that encourage multiple methods of transport.

The complex would also benefit with the extension of the existing shade amenity. There is opportunity to plant the northern edge of the tennis courts, as well as supplementary planting to the banks of the cricket field and children's play area.



8.2 Uralla Sporting Complex - Continued

The siting of the outdoor gym equipment should also be considered. Currently the equipment is placed in natural earth, making it difficult for maintenance crews to successfully maintain the space. Siting on a concrete pad or softfall should be explored.

Facility Audit

- Synthetic tennis courts x 6 - GC
- Lighting to courts x 6 - GC
- Multi courts x 2 - GC
- Picnic seating facing tennis courts x 4 - GC
- Tennis clubhouse - GC
- Amenities block with canteen - GC
- Drinking fountain - GC
- BBQ - GC
- Small childrens play area with shade sail - GC
- Junior soccer field/ netball with multi posts and lighting- FC
- Aluminium grandstand seating- GC
- Senior soccer fields x 2 - GC
- Cricket practice nets x 2 - GC
- Synthetic cricket pitch with fence - GC
- Seating surrounding cricket field (limited) - FC
- Fitness equipment - GC

8.3 Alma Park

Description

Alma Park, established in 1893, can be considered Uralla's premiere park facility. Centrally located just 280m, or 4 min walk from the Uralla main street the park offers users both an active, and passive park experience. The park has well maintained lawn areas with large established shade trees and colourful annual planting palette. The park is home to a number of significant memorials and a historical rotunda. The playground at Alma Park is the premier playground facility within Uralla with a large climbing structure, slides and a variety of smaller play opportunities. The park also has a recently completed amenity building and picnic shelters.

Comments/Recommendation

Alma Park boasts numerous opportunities for passive recreational opportunity. The newly constructed footpath to the park frontage provides increased accessibility, and the park provides ample shade opportunities.

Facility Audit

- Double picnic shelter - GC
- Bins x 2 - GC
- Zip line - GC
- Swings and climbing structure - GC
- Picnic shelter x 2 - GC
- Seating x 8 - GC
- Major play structure - GC
- Swings x 5 - GC
- Liberty swing x 1 - GC
- Rotunda - GC
- Memorials x 2 - GC
- Maximum shade amenity
- Amenities block - GC



8.4 Hampden Park

Description

Hampden Park is a major sporting facility for the Shire. The park can be categorised as a programmed sporting facility and provides a varied offering of sporting and exercise-focused pursuits, such as skating, cricket, basketball and outdoor gym equipment. The primary entry into the facility is via Hill Street, with gravel access paths offered from Maitland and King Streets. The park is located opposite the Uralla Train Station and is a 5 minute walk to Bridge Street.



Comments/Recommendation

The current access into the site would be classed as poor. The asphalt parking loop is in a poor condition and would benefit from being formalised and re-surfaced. There is also a lack of a footpath to link the carpark to the recreation offerings throughout the park. A formalised footpath to the basketball court, picnic shelter and outdoor gym equipment would greatly increase the accessibility of the park. There is an opportunity to strengthen access into the site from Maitland Street through the inclusion of adequate shade coverage to the newly installed pedestrian paths. There is also an opportunity to develop a stronger connection with the train station. Formalising the train station carpark area has the potential to accommodate overflow parking for the park and provide accessibility to the existing park facilities.



Facility Audit

- Synthetic cricket net x 2 - GC
- Amenities building - GC
- Bins x 2 - GC
- Drinking fountain x 1 - GC
- Picnic shelter x 1 - GC
- Picnic shelter (A-frame) x 1 FC
- Basketball half-court x GC
- Fitness equipment x 6 x GC
- Skate park - GC
- Cricket field with synthetic pitch - GC

8.5 The Glen

Description

The Glen is a large tract of open bushland, commonly used by recreational walkers and dog walkers. Situated between the New England Highway to the west and the train line in the east, the parkland is vegetated with a mix of native eucalyptus and melaleucas as well as some exotic plantings such as willows. The parkland is home to a series of large sculptural elements, which are a partially completed artwork series called 'Constellations of the South'. The large monolithic sculptures are situated in a large clearing with informal seating dotted around the peripheries. Rocky Creek transects the parklands, east to west, cutting off access to the northern portion of the parklands when the creek level rises. Access to The Glen is via Barleyfields Road, and crosses a low lying swampy area before arriving at an informal parking area.



Comments/Recommendation

Please see section 10 Catalyst Projects.

Facility Audit

- Large artworks x 2 - GC
- Unsealed carpark - FC
- Signage rotunda - PC
- Large open field - GC
- Shade coverage - GC
- Healthy creekline - GC
- Enclosed fencing - FC



8.6 Pioneer Park

Description

Pioneer Park is one of Uralla’s most used open space facilities. The space is primarily used as a rest stop area for passing tourists due to its close proximity to some of Uralla’s main attractions and opportunities to park cars with caravans. The park has newly refurbished toilet facilities and other amenities that cater for short stay visitors. Much of the park is comprised of an open lawn area with a dense screening buffer to the north and east edges of the park, which limits visibility in and out of the park.

Comments/Recommendation

Please see section 10 Catalyst Projects.



Facility Audit

- Amenities building - GC
- Drinking fountain - GC
- Bins - GC
- Picnic seating - FC
- Existing Birch trees - GC



8.7 Fuller Park

Description

Fuller Park is a small pocket park located off the New England Highway. The park is surrounded by roads on all sides, making the park's function and possible programming quite limited. The park has a mixture of both native and exotic plantings, most of which provide a high level of shade amenity to the space, mixed with areas of open lawn. The park's installations are quite scattered and lack any level of hierarchy or discernible order. The park houses a shade structure, small picnic setting and two stone memorials.

Comments/Recommendation

Please see section 10 Catalyst Projects.

Facility Audit

- Picnic shelter x 1 - FC
- Shade structure x 1 - FC
- Water point x 1 - GC
- Concrete planter pot x 1 - FC
- Mature trees - GC



8.8 Racecourse Lagoon

Description

Racecourse Lagoon is a Crown reserve, designated as part park and part natural wetland area. The lagoon is commonly frequented more by the residents of the Shire rather than visitors. Located 6 minutes' drive from the Uralla main street, the space is utilised by dog owners and recreational walkers. The site's natural setting is its major draw card, with an expansive view of wildflower meadows leading up to the lagoon area. Currently the arrival space accommodates two picnic tables and a signage pavilion.



Comments/Recommendation

Approaching the space, there is little in the way of wayfinding, direction or a general arrival sequence. Once visitors enter the space, it is hard to discern where one should park, or if access is even permitted.



Incorporating a small sealed carpark area would help to welcome visitors, raise the perception of safety and boost the overall accessibility of the space. Leveraging off the site's natural beauty and ecological significance, there is opportunity for educational signage to showcase the endemic flora and fauna. The existing picnic tables are outdated and show signs of rot and should be replaced. There is also opportunity for a small toilet facility to the north of the entry space if visitation increases.



Facility Audit

- Picnic settings x2 - PC
- Unsealed carpark - PC
- Signage (Flora and Fauna) - PC
- Large open lawn - GC
- Shade coverage - GC

8.9 Dangar's Lagoon

Description

Dangar's Lagoon is one of the largest bodies of water in the area and provides a critical habitat for migratory and endemic bird species. Located off Thunderbolts Way, the lagoon is a popular stopping point for travellers as well as bird enthusiasts and recreational walkers.

A walking track aligns the western and southern portions of the lagoon, linking to Sanctuary Road, facilitating a complete walking loop around the extents of the lagoon. A bird hide, picnic table and educational signage can be found along the eastern and southern edges of the lagoon.

Dangar's Lagoon is designated as a wildlife refuge and is governed by the New South Wales National Parks and Wildlife Service.

Comments/Recommendation

The lagoon is located in a 100 kmph zone and the existing National Park signage can be easily missed. Introducing a larger signage element would help to alert motorists of its presence earlier and provide sufficient warning time to slow down and enter the lagoon site safely. As the site is popular amongst travellers, there is potential for the addition of a toilet facility and additional picnic settings.

Facility Audit

- Walking track - GC
- Picnic table x1 - FC
- Parking - FC
- Bird hide - GC



8.10 Gilmore Park

Description

Gilmore Park is a local level park that services the residents of south-east Uralla. The park has a multi-use play structure with a slide and swings, and an associated shade structure that spans the play area. The park has large established eucalyptus and bottlebrush trees which provide large amounts of shade amenity and attract local birdlife.

Comments/Recommendation

Accessibility to the site has the potential to be improved. A kerb ramp to Queen Street and an associated pedestrian path would help facilitate access for parents with prams, as well as access for the elderly.

The existing trees within Gilmore Park, although healthy, are perhaps nearing the end of their lifespan as trees in close proximity to a play space. Succession planting should be investigated so that Gilmore Park maintains its level of shade coverage into the future.

Facility Audit

- Bin x 1 - GC
- Seats x 3 - GC
- Shade structure - GC
- Play structure - GC



8.11 Porter Park

Description

Located off Salisbury Street, Porter Park is nestled on the eastern bank of Uralla Creek and behind the Uralla Library. Established in 1982, the park has a wealth of large shade trees which line the banks of the creek. The park can be accessed via Maitland Street in the south, Salisbury Street in the east, and the Uralla Library carpark in the north. The park has a number of picnic and seating opportunities as well as a newly constructed multi-play piece and shade structure.



Comments/Recommendation

Although the park has many points of access, there is opportunity to strengthen its level of accessibility through the inclusion of a pedestrian loop, which would connect the carpark to the other access points and pieces of park infrastructure. It could also double as a learn to ride track. There is opportunity to screen the fence line to the western edge of the playground to better reinforce the natural character of the site, as well as incorporate additional natural play elements such as boulders and stepping logs.



Facility Audit

- Bin x 1 - GC
- Seats x 3 - GC
- Shade structure - GC
- Play structure - GC
- BBQ - GC
- Picnic setting - FC
- Timber balance beams - FC
- Timber climbing elements - PC

8.12 Rotary Park

Description

Located off Barleyfields Road, Rotary Park is a quiet outdoor spot with great vistas north to Uralla Creek and offers many shaded picnic opportunities. The park can be accessed via a looped road and there are sufficient informal parking spots. The park has a number of picnic and BBQ facilities as well as an amenity building, making it popular with travellers. The south of the park adjoins the local community garden, which offers opportunity to develop a stronger connection between the spaces.



Comments/Recommendation

The access road into the park can be categorised as fair condition. Some sections are rutted out and would benefit from patching of holes or resurfacing the entirety of the road. The concrete kerb to the entry road also needs attention as there is significant damage and cracking which has resulted in areas of concrete completely dislodging and spilling onto the road. The wooden picnic setting that sits to the front of the park is quite outdated and should either be refurbished with new picnic furniture or removed and a feature tree planted in its place to enhance the arrival sequence. It is also suggested that the horizontal timber log bollards within the park be removed, as they increase the level of maintenance required whilst not increasing the level of public safety.



Facility Audit

- Bin x 1 - GC
- Seats x 3 - GC
- Steel shade structure x 2 GC
- Wooden picnic structure - PC
- Amenities building - FC
- BBQ - GC
- Horizontal wooden bollards - FC
- Access road - FC



8.13 Apex Memorial Park

Description

Apex Memorial Park is located on the corner of Bridge Street and Salisbury Street, opposite Pioneer Park. The park is relatively small in size (approx. 240m²) and is home to a WWII anti-aircraft gun which sits on a concrete pad. The park also houses a small wooden picnic setting, flagpole and an Apex Memorial Park sign. To the south-east of the site, a gravel driveway transects the site which allows access to the rear of the Memorial Institute building and the Central Chambers Building. Uralla Creek runs to the north of the park, which is heavily wooded. An underpass runs under Bridge Street and can be accessed via the park.

Please note: The park is not Council property and any upgrades would have to be done in consultation with the landowner.

Comments/Recommendation

This park serves its function as a small pocket park, allowing people to stop, rest and inspect the anti-aircraft gun. A better interface with the Bridge Street underpass could be explored, as well as opportunities to engage with Uralla Creek, and extend the creek side footpath which winds through Porter Park. There is also an opportunity to incorporate screen planting to the western edge to delineate the boundary with the adjacent Memorial Institute building.

Facility Audit

- WWII anti-aircraft gun - GC
- Picnic shelter x 1 - FC
- Flag pole x 1 - FC



8.14 Woodville Reserve

Description

Woodville Reserve is located next to the Uralla Rugby League field and contains the Uralla BMX track. The park comprises of a learn-to-ride track, amenities building, a BBQ, and series of picnic shelters. The car park area adjacent to the amenities building is well laid out with enough parking spaces to service a park of this size.

Accessibility into the site can be categorised as fair, with connection from the carpark to the facilities of the park lacking.

Comments/Recommendation

To increase the accessibility of the site, connecting the park facilities such as the BBQ shelter, bin, and picnic shelters is recommended. Tree planting to foster shade amenity will also help increase the accessibility of the park.

Facility Audit

- Amenities building - GC
- Picnic shelter x 2 - GC
- Car park - GC
- Learn-to-ride track - GC
- Shade structure - GC
- BBQ facilities x 1 GC
- Planted areas - GC
- Bin - GC
- Drinking fountain - GC



8.15 Pioneer Cemetery Picnic Area

Description

The picnic area is located next to the Pioneer Cemetery, which is the final resting place of Captain Thunderbolt and a major tourist attractor for the town. The picnic area comprises of a small picnic shelter and setting, small toilet facility, campervan dump point and informal parking area.

Comments/Recommendation

The existing picnic shelter is showing significant signs of wear and should be replaced. There is also opportunity to plant screening shrubs to soften the impact of the dump point and toilet building.

Facility Audit

- Toilets - FC
- Caravan dumping point - GC
- Picnic shelter - PC
- Bin - GC
- Large trees - GC



8.16 Wooldridge Reserve

Description

Wooldridge Reserve adjoins the banks of Rocky River and is popular amongst day-trippers, campers and fossickers. The reserve is located approximately 6km from the centre of Uralla and primarily accessed by vehicles. Set in a bushland setting, the reserve is spread over a large area and has amenities such as BBQ facilities, toilets, short-term camping opportunities and non-potable water.

Comments/Recommendation

As the reserve is set in a bushland setting the graded earth parking area is suitable for this area with regular grading. Additional natural style bollards (granite boulders) will help to prohibit access into restricted areas of the reserve. The toilet blocks show signs of vandalism and have the potential to be upgraded in the coming years.

Facility Audit

- Male and female toilets - PC
- BBQ area - GC
- Picnic tables - GC
- Park benches along the creek - GC
- Formalised parking at the fossicking area - GC



8.17 Yarrowyck Crossing

Description

Yarrowyck Crossing Reserve is located on the banks on the Gwydir River, overlooking Mt Yarrowyck, roughly 20 minutes' drive north-west of the Uralla township. The reserve offers free overnight camping, pit toilet facilities, BBQs, rubbish bins and is dog friendly. The reserve is popular in the warmer months, offering a great opportunity for swimming and fishing.

Comments/Recommendation

The reserve functions well as a free camping location, with suitable amenities to service the community and encourage respect and stewardship of the site. The BBQ facilities are outdated and need to be replaced, and the toilet facility should be upgraded or refurbished in the coming years. Access to the site is generally good, but should be monitored after heavy rains.

Facility Audit

- Toilets - FC
- BBQ - PC
- Open lawns - GC
- Rubish bin - GC
- Fire pits - GC
- Picnic setting x 2 - GC



8.18 Rocky River Tennis Courts

Description

The former Rocky River Tennis Courts are located roughly 10 minutes' drive from the centre of Uralla and at present is infrastructure that has not been used or maintained for a significant period of time. The remnant facilities include a small club house and the boundary fence of the tennis court. The degradation and dilapidation of the facilities is quite notable, with large trees growing through the former court space and the boundary fence posts leaning at significant angles. Access into the site is quite difficult, and the facility's street presence can be categorised as low.

Comments/Recommendation

Returning the site into a functioning tennis court facility would require a substantial intervention. Almost none of the existing infrastructure has the potential to be reused, and all new built form elements would have to be installed. Its siting and location does not facilitate ease of access or develop a street presence, which is a critical component in attracting active users. The Uralla Sporting Complex has recently upgraded its existing courts, and that facility has the potential to expand to accommodate for an increase in active users.

Facility Audit

- Facilities are dilapidated to the point where no usable infrastructure remains.



8.19 Barry Munday Reserve

Description

The Barry Munday Reserve is located at 82 Munday Lane, Saumarez Ponds. The reserve is Crown land and is managed by Uralla Shire Council. The reserve has a long and varied history of recreational uses beginning in the late 1800s, most notably as a local cricket field and tennis court, however in recent years has been relatively unused for recreational pursuits.

The reserve has been identified by members of the local community as an asset that has the potential to be revitalised, made accessible to the public, and serve the residents of Saumarez Ponds. Community members have formed a group called the 'Friends of the Barry Munday Reserve' and have submitted a project work plan to outline the steps needed to be undertaken to reinstate the reserve as an operational asset for the Shire.

The project work plan proposes the following:

- Weed identification and eradication;
- Assessment and removal of dangerous trees or limbs from the established pine trees that line the southern edge of the reserve;
- Removal of the dilapidated tennis shed, with the option to salvage timber for onsite reuse;
- Establish a mowing roster in conjunction with Council's maintenance and operations team;
- Plant trees to replace trees to be removed;
- Repair existing infrastructure including BBQ facility, reinstate tennis court and associated infrastructure, upgrade/repair reserve fencing;
- Build new infrastructure including picnic tables, seating, tennis shed, community garden and additional fencing to tennis court; and
- Address drainage issues.

As of February 2021, the 'Friends of the Barry Munday Reserve' have refurbished the existing tennis courts, refurbishing the clay-court surface, replaced the net posts, installed a net and marked the courts.

Opportunities

In order to assist in the ongoing upgrade of the Barry Munday Reserve, there is potential for Council to direct funds towards conservative upgrade works subject to future grant funding.

Facility Audit

- Refurbished clay tennis courts - GC
- Tennis shed - PC
- Fencing - PC
- Drainage to field - PC
- General maintenance to open space - PC

8.20 Audit Summary

The recreational and open space offerings of Uralla Shire are quite comprehensive and diverse. Outside the Uralla township, open spaces such as Racecourse Lagoon, Dangar's Lagoon and the Mount Mutton walking trails offer opportunities for open space and nature based recreational activities such as walking and hiking. This provides the community with unique interactions with the existing environment and an overall immersive experience. Within the town, the recreational offerings are more programmed and targeted to specific recreational pursuits, such as soccer and tennis.

The township has 2 cricket fields, a premiere football field (privately managed) and numerous multi-fields at the Uralla Sporting Complex. This number of large open sporting fields comfortably accommodates the current demand for programmed sports and also facilitates the demand for informal recreation such as bootcamps and other fitness groups.

The audit identified 3 playgrounds within the town (Alma Park, Gilmore Park and Porter Park) and a small play structure at the Uralla Sporting Complex. With only 3 opportunities for play, all of which are structured and programmed, there may be demand for an additional playground facility within the town that focuses on nature-based play and learning. Many notable studies suggest interaction with nature and exposing children to nature play learning has many physical and mental benefits, such as increased critical thinking, advances in problem solving, confidence building and lowered levels of aggression.

Over the past decade, scooter riding as a recreational activity has become extremely popular amongst young children and adolescents. Generally, children utilise 'learn to ride' play spaces to learn how to ride their scooters, however as their skills progress they demand more challenging and exciting course opportunities. Providing the community with a scooter focused park is one such addition that would diversify the offerings of the Shire's open space facilities.

Accessibility to Uralla's existing facilities is an area that can be strengthened throughout the town. Emphasis on developing clear lines of sight will help raise the perceived level of safety, and providing equitable access will help to encourage use and activation.

Finally, shade amenity within the existing open space facilities requires significant enhancement. In order to maintain activation and usability, ambient temperatures need to be comfortable and access to the shade coverage needs to be abundant.

Possible Actions:

- Emphasis on accessibility.
- Scooter park.
- Succession planting.
- Nature-based play.

9.0 Open Space Development Plan

9.1 Overview

The following section proposes possible development options based on the findings of the Open Space Inventory Audit and how these can be prioritised over 5, 10 and 15 year time periods.

See Section 10 Catalyst Projects for development opportunities for:

- The Glen;
- Pioneer Park; and
- Fuller Park.

9.2 Uralla Sporting Complex

5-year plan

- Avenue tree planting to driveway.
- Formalise entry – renew bollard selection.
- Resurfacing of south-west tennis courts.
- Extension of pedestrian paths to develop connections to the eastern playing fields.
- Re-siting of gym equipment i.e. softfall or concrete base.
- Succession planting/infill planting around cricket ground.
- Increase pedestrian accessibility.
- Planting buffer to the north of tennis courts.

10-year plan

- Replace sporting field lighting.
- Expand carpark to south-west and to the east.
- Replace sporting field goal posts.
- Replace cricket oval fencing.
- Succession planting to perimeter vegetation buffer.

15-year plan

- Re-surface multi-courts.
- Re-surface cricket pitch and cricket nets.
- Renew playground equipment.
- Replace fencing to tennis courts and multi-courts.
- Succession planting.

9.3 Alma Park

5-year plan

- Succession planting on northern side of Rocky Creek.
- Planting buffer to northern edge of park.
- Weed management in Rocky Creek.

10-year plan

- Succession planting on southern side of Rocky Creek.
- Upgrade Digger Elks Bridge.
- Weed management in Rocky Creek.

15-year plan

- Replace play equipment.
- Preplace shade structure.
- Refurbish amenities building.
- Succession planting.

9.4 Hampden Park

5-year plan

- Removal of concrete pads on playing fields (if possible).
- Upgrade/refurbish toilet block.
- Resurface gym equipment area.
- Planting around gym equipment.
- Resurfaced and formalised carparking area.
- Formalised path from carpark to sporting field .
- Planting to western edge of the south-east spectator slope.
- Planting to pedestrian path on Maitland Street.
- Planting to northern entry of the site.
- Upgrade of A-frame picnic shelter.

10-year plan

- Inclusion of playground area.
- Fence to cricket field.
- Expansion of train station carpark to become primary carpark for facility.
- Sports field lighting.

15-year plan

- Refurbish skate park.
- Refurbish exercise equipment.
- Additional shelter facilities.
- Succession planting.

9.5 Racecourse Lagoon

5-year plan

- Formalised parking area.
- Small amenities building.
- Replace picnic settings.
- Improved signage.

10-year plan

- Education signage along the existing walking trail.
- Elevated boardwalks to the edges of the lagoon to promote interaction with nature.

15-year plan

- Seal Racecourse Road.
- Incorporate a natural play area.

9.6 Dangar's Lagoon

5-year plan

- Larger and clearer signage element.
- Formalised slip lane into central picnic area.
- Additional picnic shelters.
- Upgrade of educational signage bay.

10-year plan

- Formalised slip lane into Sanctuary Drive.
- Rest stops and seating along walking track.

15-year plan

- Assessment of existing tree stock and possible succession planting.

9.7 Gilmore Park

5-year plan

- Kerb ramp and pedestrian entry path.
- Succession planting throughout the site.
- Addition of drinking fountain.

10-year plan

- Learn to ride/scooter track around play area.
- Succession planting throughout the site.
- Additional seating.

15-year plan

- Replacement of play equipment.
- Succession planting.
- Replacement of shade structure.

9.8 Porter Park

5-year plan

- Screen planting to fenceline.
- Pedestrian loop/learn to ride loop.
- Pedestrian access from carpark to play area.
- Selective clearing of tree stock on Salisbury Street to open sightlines.

10-year plan

- Succession planting.
- Nature play elements.

15-year plan

- Succession planting.

9.9 Rotary Park

5-year plan

- Remove or refurbish wooden shade structure.
- Remove timber log bollards.
- Refurbish amenities building.
- Develop stonger connection to community gardens via decomposed granite path.

10-year plan

- Succession planting.
- Resurface or refurbish entry road.
- Bolder signage element.

15-year plan

- Succession planting.

9.10 Apex Memorial Park

5-year plan

- Screen planting to adjoining building.
- Planting to signage element and flagpole.

10-year plan

- Refurbishment of signage.
- Replacement of shade structure.
- Succession planting.

15-year plan

- Succession planting.

9.11 Woodville Reserve

5-year plan

- Extend pedestrian path to connect park elements and increase accessibility.
- Shade tree planting.
- Shrub planting to surrounds of learn to ride area.

10-year plan

- Learn to ride expansion.
- Succession planting to street frontage.

15-year plan

- Succession planting.
- Replacement of shade structure.

9.12 Pioneer Cemetery

5-year plan

- Replace picnic shelter.
- Formalise parking area.
- Screen planting to toilet facility.

10-year plan

- Install drinking fountain.
- Captain Thunderbolt interpretive signage.

15-year plan

- Refurbishment of toilet facility.

9.13 Wooldridge Reserve

5-year plan

- Install natural bollards to restrict unauthorised use.
- Install gravel paths to formalise picnic area.
- Grade road to increase accessibility.
- Information signage to educate visitors about the area.
- General wayfinding and signage.
- Arborist assessment and succession planting to disturbed areas.

10-year plan

- Install drinking fountain.
- Seal road to promote access .
- Refurbish toilet facilities.
- Arborist assessment and succession planting to disturbed areas.

15-year plan

- Additional seating if required.
- Arborist assessment and succession planting to disturbed areas.

9.14 Yarrowyck Crossing Reserve

5-year plan

- Replacment of BBQs.
- Additional picnic settings.
- Succession planting.

10-year plan

- Replace or refurbish toilet facility.
- Grade access road if required.

15-year plan

- Succession planting.

9.15 Barry Munday Reserve

5-year plan

- Removal of hazardous trees.
- Succession planting to frontage.
- Graded gravel access road and parking area.
- Weed eradication.
- Maintenance schedule
- Tree planting to perimeter of cricket field.
- Drainage management.

10-year plan

- Tree planting.
- Small amenities building.
- Fencing to perimeter.
- Fencing to cricket field.
- Formalsed seating areas/picnic opportunities.

15-year plan

- Succession planting.

10.0 Catalyst Projects

10.1 Overview

Through discussions with the representatives of the Uralla Shire Council and incorporating suggestions of the Uralla Township and Environs Committee (UTEC), three catalyst projects have been identified. The following section provides recommendations for how these sites can be developed to strengthen the overall open space amenity of Uralla Shire.

The catalyst projects are as follows:

- Pioneer Park;
- Fuller Park; and
- The Glen.

10.2 The Glen

Description

The Glen is a large park on the northern end of Uralla, situated adjacent to the New England Highway. The park has a dense bushland backdrop with substantial shade coverage, with Rocky Creek transecting it east to west. The park opens onto a large clearing which houses a number of large sculptures which is a partially completed installation called the Constellations of the South, which are metal sculptures placed on large monoliths. No formalised footpaths are present, only worn trails from recreational walkers. The park is popular amongst dog walkers due to its natural barriers to the road and strong natural setting. The entry road and carpark are fairly informal, with no line markings and no formalised carparking area.



UTEC Recommendations

Engage with Uralla Arts in relation to their proposal to design a makeover for The Glen.

Engage Uralla Arts to provide a strategy for completion of the “Constellations of the South” art installation.



Recommendations

The location of the existing sculptural pieces makes for a perfect outdoor exhibition space. Its natural backdrop fully immerses users in the space and helps focus attention on the artworks as well as the central lawned area. The addition of supplementary sculptural elements, perhaps placed in a circular arrangement, will help enclose the space and further develop a sense of immersion within the landscape. To accompany this, the addition of natural seating elements such as granite boulders will help reinforce the naturalised setting and not detract from the artworks.

To capitalise on the site's proximity to Rocky Creek, there is opportunity to create meaningful engagement with this unique water system. Interventions such as a boardwalk or viewing platform over the water that brings people close to the feature has the potential to showcase the aquatic flora and habitats of species. By providing opportunities for engagement with water, coupled with the site's natural bushland setting and performance space, the site is perfectly positioned to attract small school groups to use the space as an outdoor classroom, encouraging children to explore and interact with the natural environment. Furthermore, in times of wet weather, access to the northern portion of the parklands is restricted by the rising waters and bridging the creek will facilitate the usability of the entire park all year round.

Participation and interaction with the site can be enhanced further by formalising and extending the walking trails throughout the site. To accompany this, informative wayfinding and interpretive signage could be included to educate and inform users of the site's unique qualities and history. There is also opportunity to introduce a series of exercise stations along the walking trails to give users the opportunity to engage in calisthenic type exercise. These exercise elements should strive to incorporate natural elements e.g. stepping logs, rather than 'off-the shelf' manufactured pieces in order to maintain the natural bushland setting.

It is recommended to formalise the parking area with the addition of a sealed asphalt area with line markings. This might further encourage use of the space and increase the capacity to cater for larger events.



Outdoor classroom



Showcasing the creek



Additional sculptural elements



Natural stone seating elements

10.3 Pioneer Park

Description

Pioneer Park is located opposite the Captain Thunderbolt statue and Uralla Visitor Information Centre on the corner of Bridge Street and Salisbury Street. Due to its central location, it is frequented by passing visitors and used as a rest stop to utilise the facilities before continuing on, or as a place to park larger vehicles and explore the town.

The park has a newly renovated amenities building, rubbish bins, drinking fountain and picnic tables. There is a significant slope falling from frontage east to west which is turfed with a number of medium sized birch trees dotted throughout. The park itself has very little street presence due to dense clusters of birch trees that front Bridge Street and Salisbury Street.



UTEC Recommendations

Explore options for interpretive signage.
Incorporate heritage elements to showcase the towns history.

Recommendations

Pioneer Park has been noted as being popular amongst passing visitors due to its location and the facilities it offers travellers. Catering for a diverse range of users within the space is key to encouraging users to stay in the space and ultimately stay in Uralla for longer.

Using the open space mapping in the previous sections of this report, it is apparent that there are no playgrounds located along the New England Highway and Bridge Street. Although Alma Park has great play facilities, its location has no street presence for passing travellers and its primary user group is local residents.

Providing a play space in this location would help to encourage families to use the space and allow children to expel pent up energy on long road trips.

A finding from the existing Open Space Inventory Audit highlighted the deficiency of nature-based play within the Shire noting this is a growing trend in play typology across Australia and abroad. The benefits of nature play are widely documented with its ability to strengthen problem solving skills, encouraging collaborative learning, reduce levels of aggression and frustration, and develop stewardship of the environment.

The site presents as a great opportunity to incorporate a nature-based play area which could be coupled with the UTEC's desire to incorporate heritage. Elements such as former heritage infrastructure pieces and equipment have the potential to become play elements whilst showcasing the town's heritage.

The existing slope at the south of the site has the potential to facilitate a slide or climbing element, whilst the flatter area can house the more naturalised play space.

To address safety concerns, a simple fencing element can be introduced to prevent children from running onto the highway, and thinning out the existing vegetation could open sight lines into the space.

The space also provides an opportunity to showcase the local flora species endemic to the area through a series of naturalised display gardens and educational signage, helping to strengthen the identity of the town.



Incorporate heritage



Nature play



Display gardens

10.4 Fuller Park

Description

Triangular in shape, Fuller Park is a small park wedged between the New England Highway, East Street and Dumeresq Street. The park is home to a diverse selection of native and exotic trees as well as large pebblecrete planting pots. The park also houses an old shade structure which can be described as being similar to a heritage style bus stop shelter, as well as a small picnic shelter and a stone monument.

The park's function is unknown and due to its location, is not suitable as an active recreational space.

UTEC Recommendations

Develop options for Fuller Park refurbishment.



Recommendations

In its current state, Fuller Park is an underperforming open space asset within the Shire. Accessibility issues and little to no street presence means the park receives very little visitorship.

This said, the park does offer a great opportunity to capitalise on its existing assets and location.

Fuller Park, in some regards, marks the entry to Uralla for northbound traffic as the highway curves into the straight section that turns into Bridge Street. This threshold poses a great opportunity for a sculptural element to welcome/farewell visitors into/out of the town. This sculptural element has the potential to explore ideas of the Fibonacci sequence, as recommended by the UTEC, referencing Uralla's postcode as a Fibonacci sequence.

Selective clearing of trees will help attract people into the space, developing clear sight lines and defined movement corridors. There is potential to capitalise on the healthy shade coverage with the addition of seating elements, allowing people to view the sculpture(s).



Sculpture opportunities

11. Uralla Shire Hamlets and Villages

The hamlets and villages surrounding the Uralla township include Bundarra, Yarrowyck, Kingstown, Kentucky, Invergowrie and Wollun, all of which bring their own unique character and contributions to the cultural fabric of the Shire.

The following section investigates the current open space offerings within these areas, and provides recommendations on how these assets can be strengthened into the future.

11.1 Bundarra

Overview

Located on the banks of the Gwydir River, Bundarra is a small hamlet approximately 80km north-west of Uralla on 'Thunderbolts Way'. According to the 2016 census, the town had a population of 394 with another 676 people in the surrounding area. The word Bundarra is the Kamilaroi word for the grey kangaroo, and there are many indigenous stories that reference the landmarks which surround the town. Many of the buildings that line the main street were built between 1860-1880, and both the police station and courthouse have been heritage listed.

Bundarra offers a vast range of nature-based recreational offerings, including fishing, camping, bushwalking, canoeing and horse riding, as well as active recreational sporting clubs.

Existing Open Space & Recreational Offerings and Audit

Bundarra Sport and Recreation Club

Bundarra Sport and Recreation Club is located off Thunderbolts Way, opposite the Bundarra Racecourse. The facility offers a multi sports oval, cricket nets, golf course, licensed clubhouse and amenities building with change room.

- Amenities building – GC
- Sporting field – GC
- Parking – FC
- Shade amenity - FC

Bundarra Nature Reserve

Bundarra Nature Reserve is located slightly south of the Bundarra General Store, and offers a quiet and peaceful place for visitors to stop and rest before exploring the heritage buildings of Bendemeer Street.

- Undercovered picnic setting – GC
- Informational signage – FC
- Unsealed parking area - FC

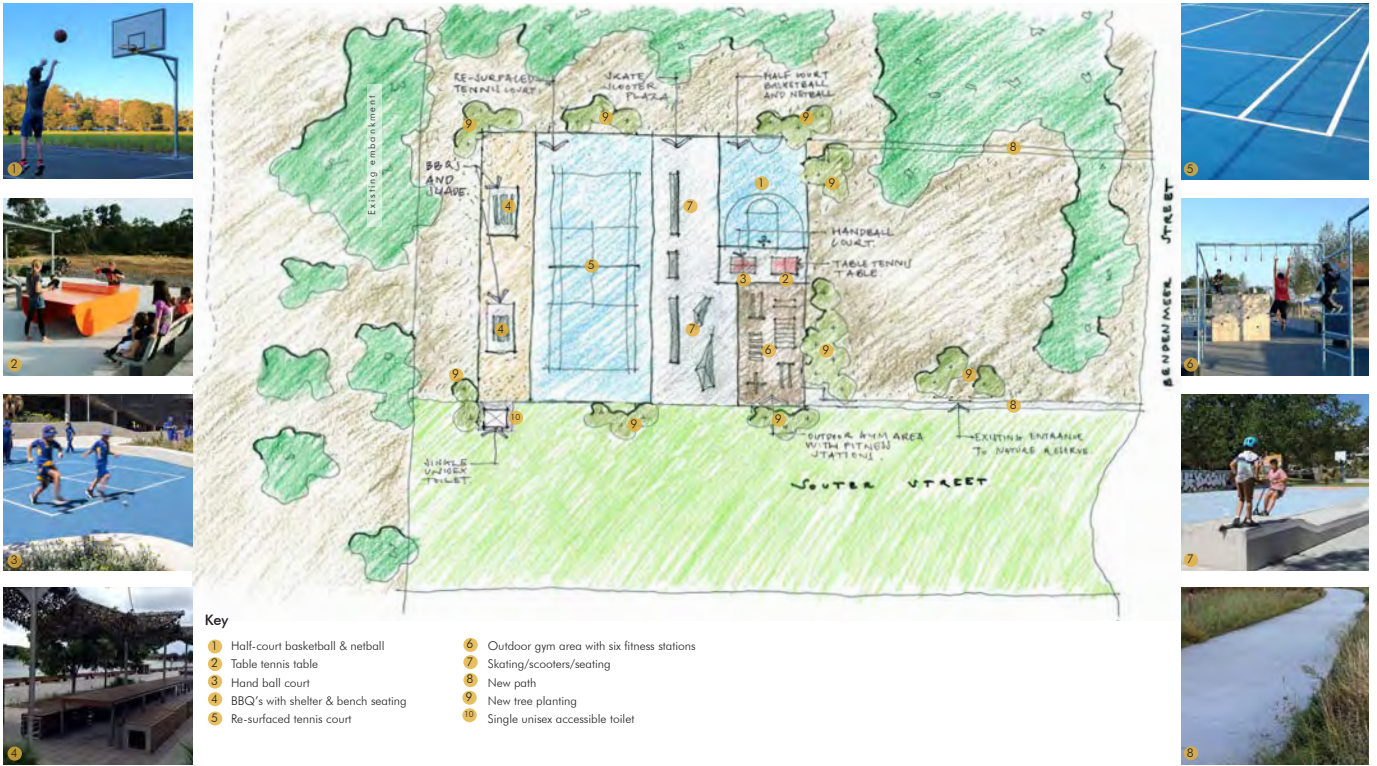
Bundarra Tennis Courts

The Bundarra Tennis Courts are located on the eastern corner of Bendemeer Street and Souter Street, south of the Saint Marys Anglican Church.

In 2019, Uralla Shire Council identified opportunity to incorporate a premiere play and recreational facility on the site of the Bundarra Tennis Courts. Please refer image 15.0 for detail.

Construction of the facility was completed in mid 2021 and offers the following amenity:

- Basketball / netball half court.
- Skate / scooter area.
- New tennis court.
- BBQ and picnic facilities.
- Outdoor fitness equipment.
- Universal access toilet facilities.
- Table tennis table.
- Handball court.



- Key**
- 1 Half-court basketball & netball
 - 2 Table tennis table
 - 3 Hand ball court
 - 4 BBQ's with shelter & bench seating
 - 5 Re-surfaced tennis court
 - 6 Outdoor gym area with six fitness stations
 - 7 Skating/scooters/seating
 - 8 New path
 - 9 New tree planting
 - 10 Single unisex accessible toilet

Date	Revision	Description	By	Checked
18.12.2020	A	Concept Options	SW	DK
02.02.2021	B	Revised Concept Option	SW	DK
03.03.2021	C	Revised Concept Option	SW	DK
24.03.2021	D	Revised Concept Option	SW	DK

Drawing title
Revised Concept Option
Sheet No.
SK04

Drawing Status
Concept
Scale
NTS @ A3
North

Image 15.0 Proposed Tennis Court Upgrade

Green Network

Bendemeer Street has good quality shade trees planted in the central median, providing a moderate level of shade amenity to the streetscape. Due to the small verge widths along Bendemeer Street, there is minimal opportunity to incorporate additional street tree planting on the eastern and western verges. There is opportunity however to realign the existing kerb in some locations to provide planting beds in the existing carriageway. This would be most beneficial of the eastern side of Bendemeer Street to soften the western sun and create an accessible green link between the Bundarra Central School and the Bundarra General store, and the Bundarra General Store to the new Bundarra multi purpose court facility.

Assessment

The Bundarra Sport and Recreation Club, combined with the completion of the Bundarra multi courts facility, will ultimately meet the recreational and open space requirements of Bundarra.

Emphasis on shade tree planting will help to encourage an active community and ultimately increase participation and visitation numbers.

Formalising the existing parking area, as well as additional informational signage and shade tree planting within Bundarra Nature Reserve will help to encourage use of the space, as well as better facilitate a rest stop area for visitors.

11.2 Kentucky

Overview

Kentucky is located approximately 10 minutes' drive south of Uralla via the New England Highway. The town is known for its Merino wool, high quality beef cattle and variety of fruit orchards.

The recreation needs of the Kentucky are serviced by two facilities, the Kentucky School, which has a small playground area, full size basketball court and full sized fenced tennis court, and the newly refurbished Kentucky Park.

Description - Kentucky Park

Kentucky Park is located between the rail corridor and Noalimba Ave, very close to the Kentucky General Store.

The newly refurbished park offers residents a well-equipped local level park with BBQ facilities, amenities, shaded picnic setting, rubbish bin, playground area, and shade sail.

Comments/Recommendation

The park fulfils its recreational role as a local level park to the residents of Kentucky. The park could increase its level of accessibility through the inclusion of pedestrian footpaths that link all the park facilities together. It would also benefit from the inclusion of shade tree planting.

Facility Audit

- Amenities building - FC
- Picnic tables - GC
- Shade Sails - GC
- Multi-Play structure - GC
- BBQ - GC
- Rubbish bin - GC
- Parking area - FC



Green Network

The primary entry into Kentucky is southbound off the New England Highway via Kentucky Road. Noalimba Avenue is considered the main street, with both the general store and local school located off this road. There have been efforts to plant the eastern side of this road with poplar trees, iconic to the New England region. There is an opportunity to continue this style of planting on the western side of the road, which will help strengthen the arrival experience into the hamlet and increase visual amenity.

11.3 Invergowrie

Overview

Invergowrie is located 20 minutes' drive north of Uralla and consists of primarily rural lifestyle lots. The community is serviced by a small local level park called Penelope Park.

Description - Penelope Park

The newly refurbished park is located on the corner of Invergowrie Road and Bilga Road and serves as the major recreational facility for the area.

The park consists of 2 picnic shelters, multi-play playground equipment, double shade sails covering the play area and an open lawn area to the east of the play area which facilitates passive recreation.

Comments/Recommendation

The park has great street presence from northbound traffic, as well as traffic movement along Bilga Road. The park facilitates use as a local level park for the Invergowrie community. There is opportunity to increase shade coverage through the addition of shade tree planting throughout the space, placement of which will need to be balanced with allowing for sufficient open lawn area.

Facility Audit

- Amenities building - GC
- Picnic tables x 3 - GC
- Shade Sail - GC
- Multi-Play structure - GC
- Lawn area - GC



11.4 Kingstown

Overview

Kingstown is a small hamlet located 40km north-west of Uralla. Kingstown is serviced by a single local level playground, called Kingstown Park.

Description - Kingstown Park

Kingstown Park is located along Kingstown Road, close to the Rural Fire Service Shed and is classed as a local level park, catering for play opportunity for young children. The park houses a small multi play climbing frame, metal flying fox, monkey bars, swing set and set of shade sails.

Comments/Recommendation

The park fulfils its recreational role as a local level park to the residents of Kingstown. The park has recently had upgrades, and the play equipment offering caters for 2-10 year olds. The park would benefit from additional tree planting to boost shade amenity and to assist in lowering ambient temperatures.

Facility Audit

- Shade Sails - GC
- Multi-Play structure - GC
- Swing set - GC
- Softfall - GC





15.14 URALLA 7.11 AND 7.12 DEVELOPER CONTRIBUTIONS PLANS

Department:	Infrastructure & Development
Prepared by:	<i>Manager of Development and Planning</i>
TRIM Reference:	UINT/21/13311
Attachment:	UINT/21/13319 Redacted submissions

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	A safe and efficient network of arterial roads and supporting infrastructure; and town streets, footpaths and cycle ways that are adequate, interconnected and maintained	
Strategy:	2.3.7	Implement and maintain Developer Contribution Plans
Activity:	2.3.7.1	Develop section 7.11, section 7.12 and section 64 contribution frameworks
Action:	2.3.7.1.1	Implement Developer Contribution Plans

NOTE TO COUNCILLORS:

In accordance with the provisions of S375A of the *Local Government Act 1993*, a Division is to be called whenever a motion for a planning decision is put to the meeting, for the purpose of recording voting on planning matters.

SUMMARY:

1. The purpose of this report is to recommend that Council adopt the draft Uralla 7.11 and 7.12 Developer Contributions Plans.

RECOMMENDATION:

That Council adopt the draft Uralla 7.11 and 7.12 Developer Contributions Plan

REPORT:

2. At the 24 August 2021 Council meeting at OM 30.08/21 it was resolved that Council:
 - i. Endorse the draft Uralla Section 7.11 and 7.12 Developer Contributions Plans for public exhibition for a period of not less than 28 days; and*
 - ii. Provide the draft Uralla Section 7.11 and 7.12. Developer Contributions Plans to the Department of Planning, Industry and Environment for consideration and comment; and*
 - iii. Subject to no submissions received, adopt the Uralla Section 7.11 and 7.12 Developer Contributions Plans.*

3. The Contributions Plans were publicly exhibited from 27 August 2021 to 18 October 2021. Three submissions were received and are provided as Attachment 1.
4. Submissions analysis

Submission maker	Comment	Response
Dan Ward (7.11 plan)	Not fair and appropriate as it increases the cost of won material.	Currently heavy haulage operators do not pay for the damage to roads from carting within the Shire. It is appropriate that contributions to the upkeep of the roads are made by these operators.
William John Bruce (7.12 plan)	Contributions should not be paid for rural development as these residents do not benefit from the infrastructure works.	The infrastructure upgrades proposed in the Schedule of Works are across the Shire, benefitting residents and the travelling public.
Sonia Williams (7.12 plan)	<ul style="list-style-type: none"> • The proposed works are modest and do little to enhance amenity. • Will Council increase the levy? • The plan should identify what upgrades to undertake to increase amenity. • Council should not have outsourced preparation of the plan. 	<ul style="list-style-type: none"> • The works proposed are intended to enhance amenity and provide additional funding for maintenance of public infrastructure. Council may also amend the Schedule of Works if priorities change or the works are funded from another source. • Council cannot increase the levy above the statutory limit. • The Schedule of Works can be amended at Council's discretion. • Council needed to outsource preparation of the plan due to current staff workloads.

CONCLUSION:

5. It is recommended that Council adopt the draft Uralla 7.11 and 7.12 Developer Contributions Plans to replace the existing Section 94 plans which are outdated and not fit for purpose.

COUNCIL IMPLICATIONS:

6. Community Engagement/ Communication

The Section 7.11 and 7.12 Plans have been publicly exhibited as required.

7. Policy and Regulation

Preparation of the Section 7.11 and 7.12 Plans is regulated by the Environmental Planning and Assessment Act 1979.

8. Financial /Long Term Financial Plan

The implementation of the Section 7.11 and 7.12 Plans will assist in funding construction and maintenance of Council infrastructure.

9. Asset Management / Asset Management Strategy

The implementation of the Section 7.11 and 7.12 Plans will assist to fund renewal and maintenance of Council infrastructure.

10. Workforce / Workforce Management Strategy

Administration of the Section 7.11 and 7.12 Plans will be undertaken by Council staff.

11. Legal and Risk Management

Nil.

12. Performance Measures

Preparation and implementation of the Section 7.11 and 7.12 Plans is the responsibility of the Manager of Development and Planning in the 2021 / 2022 Council Operational Plan.

13. Project Management

Nil.

'Wilhelmshöhe'

Trading as AR&FL WILLIAMS

ABN 33 088 283 849

Telephones:

Ted and Sonia Williams

Mobile - Ted

Mobile - Sonia

Office of the General Manager
Uralla Shire Council
32 Salisbury St
Uralla NSW 2358

13 October 2021

Submission re the Uralla Shire Council Section 7.12 Development Contribution Plan 2021

Thank you for the opportunity to comment on the Uralla Shire Council Section 7.12 Development Contribution Plan 2021. The provision of public amenity by Council is an important factor that contributes to the liveability and hence attractiveness of Uralla Shire as a destination for new residents, and for the retention of existing residents. I make the following points regarding the Plan as displayed.

1. The plan for the schedule of works is modest, and mainly focusses on the upkeep of existing public infrastructure. Whilst this makes sense from a budgetary perspective it does little to enhance the amenity provided and thus increase the attractiveness of the town.
2. The plan is also based on the acceptance of the premise that Uralla will continue to have negative population growth. Without increased growth, the only way to increase income for the Shire Council to maintain current services, amenity and indeed continue to support its very existence, is to increase rates and contributions. Whilst the plan sets the levy at the maximum allowable of 1%, there is provision under the regulations for this to be increased. A question that needs answering on record is

Does Council have at this stage any plan to increase the levy within the next five year review period to be able to cover off on existing and other new infrastructure such as open space, parks, community facilities, local roads, footpaths, stormwater drainage and traffic management?

It is important that a clear and definitive plan for the upcoming 5 years be made and stuck with to provide confidence to developers.

3. The plan also fails to draw on the vision, strengths and opportunities outlined in the Uralla Shire Local Planning Strategic Statement (USLSP)

“Uralla Shire is becoming an attractive alternative given the relative affordability of housing compared to surrounding LGA’s, combined with the rural lifestyle and amenity” p14 USLSP

Rather than just rehash the existing traditional infrastructure as the focus for the Plan, I feel Uralla Shire should identify what upgrades and additional amenity is required to increase Uralla as an attractive lifestyle choice for prospective residents. These should be factored into the plan to allow future development contributions (or other funding sources) to increase the range of public amenity that will support our residents now and into the future.

4. It is disappointing that external consultants drove the development of the plan. One would hope that our existing senior staff would be across the legislation enough to provide Council with a both a credible and Uralla focussed planning document, that draws on the community consultations, strategic planning statements and the like, so as to contribute to the future of our Shire, rather than just maintain the status-quo, or worse accept the projections of negative growth without question or remedy.

I thank you for your consideration of these points and would welcome the opportunity to meet with Council to further explore these matters.

Yours sincerely

A black rectangular box redacting the signature of Sonia Williams.

Sonia Williams

From: [REDACTED]
Sent: Monday, 18 October 2021 10:39 AM
To: Council
Subject: TRIM: Objection to 7.12 Developer Contribution Plan

Follow Up Flag: Follow up
Flag Status: Completed

To the Office of the General Manager.

Sir,
It is not clear in the report to Council to be able determine whether existing rural properties that have been developed in regard to the built environment prior to the current S94 contributions will be levied with the S 7.12 contributions if they decide to increase the size of their existing dwelling.

Section 94 Contributions relate to contributing to the increase of services by new development as they create a burden on existing services provided by Council.

Existing rural properties that do not create a burden on our water and sewer services, should not have this proposed levy 7.12 enforced on them when they want to enlarge existing buildings and build new buildings on their properties, therefore I object to Council's proposal to approve a s.7.12 levy on building development within Uralla Shire.

I would have thought that the elected members would be promoting building development instead of creating another burden of cost to ratepayers.

What benefit will the rural ratepayer gain from this 7.12 contribution that will be used for new and improved public facilities.

Rural properties already pay rates without gaining the reliable services experienced by residents who enjoy town services.

Yours sincerely
William John Bruce.

[REDACTED]

From: [REDACTED]
Sent: Monday, 27 September 2021 9:57 AM
To: Council
Subject: Changes to Sec 94 (7.11)

The Manager
Uralla Shire Council
Salisbury St
Uralla NSW 2358

Dear Madam,

I strongly object to the proposed changes to the charge on materials carted from Black Butt Pit to areas outside Uralla Shire boundaries. In the process of selling the Pit, we were told by potential buyers that the existing charge of \$2/tonne we were paying was much higher than they were paying pro rata in other council areas. A further review is needed to make this charge fair and appropriate to all contractors who do business in our shire.

Yours faithfully ,
Dan Ward (Mine Manager Black Butt Pit)



15.15 COMMENTS ON RECOMMENDATIONS FROM THE URALLA

TOWNSHIP AND ENVIRONMENTS COMMITTEE (UTEC) RECOMMENDATIONS TO COUNCIL – NOVEMBER 2021

Department: Infrastructure & Development
Prepared by: Director Infrastructure and Development
TRIM Reference: UINT/21/13091

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.1 A strong, accountable and representative Council
Strategy: 4.1.2 Engage with the community effectively and use community input to inform decision making

SUMMARY:

1. The object of the UTEC constitution is to provide strategic advice to Council on the future development and redevelopment of the public spaces in and near the township of Uralla.
2. Council, at its 27 October 2021 meeting resolved at *OM 08.10/21 That Council:*
 - a) *receive the minutes of the Uralla Township and Environs s355 Committee meetings held 10 May 2021, 12 July 2021, and 11 October 2021;*
 - b) *repaint the replica Kerosene Lamp posts at pedestrian crossing in Bridge Street as a matter of urgency;*
 - c) *present recommendations from the Uralla Township and Environs s355 Committee Meeting Minutes in 26 October report to the November 2021 Ordinary Meeting.*
3. The purpose of this report is to address part c) of OM 08.10/21.

RECOMMENDATION:

That Council note comments in response to the UTEC Recommendations as presented to the 27 October 2021 Meeting of Council.

REPORT:

4. The committee discussed topics resulting in the following recommendations to Council at its meeting held 10 May 2021:

- a. Railway Station Mosaic

Recommendation: That the mosaic remain where it is but action to be taken to stabilise soil underneath to stop movement.

Comment: The mosaic is not on Council land. No further action is required by Council on this item.

- b. Public Spaces Legacy Program \$2 Million Grant

Recommendation: We support Council's recommendation for the 'Constellations' as a major project at the Glen, including other projects at the Glen, and we agree with the figures Carl Merton has reported for this project.

Comment: The Public Spaces Legacy Program is underway. No further action on this recommendation is necessary

- c. Fibonacci Park

- d. Old Bridge Timbers

Recommendation: Council retain old timbers and any other materials which may be suitable for recycling.

Comment: Council disposed of redundant material including bridge timbers via public auction some time ago.

5. The committee discussed topics resulting in the following recommendations to Council at its meeting held 12 July 2021:

- a. Alma Park

Recommendation: Council reviews the Management Plan for Alma Park and immediately take informed professional action to ensure such a plan is in place and is fully budgeted, regarding ongoing, appropriate planning for the conservation, preservation, safety and presentation of this historic park.

Comment: A management plan for Alma Park is currently under preparation by Council staff.

- b. The Glen Noticeboard

Recommendation: That: -

- Existing weeds etc be removed in a clean-up; and,

- We explore the possibility for Uralla Men's Shed members to help replace signage regarding Constellations of the South, incorporating photos from Michael Hull which are to be enlarged by Russ Rench (French).

Comment: The PSLP Glen project will deal with this area.

- c. Kevin Ward's Seat at the Golf Club

Recommendation: Uralla Shire Council consult with Uralla Men's Shed about supply of street furniture.

Comment: This recommendation requires further clarification by UTEC.

- d. Survey regarding Hampden Park to Sunny Jim Mackay Park proposal

Recommendation: That Uralla Shire Council furnish UTEC with the results of the survey.

Comment: Survey results provided in Council Ordinary Meeting 27 July 2021 Item 15.7.

- e. Maitland Street to Bridge Street Gun via Under Road Pass Report

Recommendation: That UTEC request this report ASAP.

Comment: This recommendation needs further clarification by UTEC.

- f. Funding for "The Glen", including "Constellations of the South" project, the model boat pond and the adjacent Rotary Park upgrade and \$500,000 for Fibonacci Theme at Pioneer Park.

Recommendation 1: That UTEC congratulates USC on its support for these projects.

Recommendation 2: That USC liaise with the proponents of each project through to completion, and keeps UTEC regularly informed of progress.

Comment: Noted. Council delegates can advise UTEC of progress at the UTEC meetings.

- g. Fuller Memorial Park

Recommendation 1: That UTEC thanks and congratulates USC for conducting such a cordial and productive consultation.

Recommendation 2: That Council writes a letter of thanks to Ms Gwen Fuller.

Recommendation 3: That Fuller Park should be restored guided by recommendations gleaned from Ms Fuller's input for this open space strategy and that further consultation is given prior to any further decisions on the restoration of Fuller Park.

Comments: Noted. Works approved pending grant funding as per OM 26.10/21

6. The committee discussed topics resulting in the following recommendations to Council at its meeting held 11 October 2021:

- a. Fuller Park Memorial

Recommendation: UTEC request that Council supply the committee with a copy of the report regarding Fuller Park when Council receives it.

- b. Uralla Court House Theatre proposal by Uralla Arts

Recommendation: UTEC fully supports this proposal for an exciting adaptive re-use of the redundant Court House.

Comment: UTEC is able to access the Council Business papers. Advice regarding the publication of business papers and reports has been provided to UTEC. Support by UTEC for proposal noted although the objective of the Committee constituted under this Constitution

is to provide strategic advice to Council on the future development and redevelopment of the public spaces in and near the township of Uralla.

c. Alma Park

Recommendation 1: Council draft a Management Plan to include...Trees, Garden Beds, Rotunda, Memorials, Garbage Bins, Pathways, Toilets, Creek, Bridge and Playground, and to ensure ongoing plans for conservation, safety, and appearance of this historic park are fully budgeted and ongoing.

Comment: A management plan for Alma Park is currently under preparation by Council staff.

Recommendation 2: Council remove the concrete pots as soon as possible.

Comment: This recommendation has previously been considered and rejected by Council.

Recommendation 3: Council review the site of the garbage bins stations.

Comment: The location of the garbage bins is considered appropriate.

Recommendation 4: Council, Uralla Branch RSL, and UTEC discuss relocation of the Alma Park war memorials.

Comment: The location for the relocated Korean War memorial was in accordance with the request of the RSL and agreed onsite. Subsequent discussions with the President have confirmed that the RSL do not wish to have it relocated. There does not appear to be any justification or rationale for such expenditure.

Recommendation 5: As a matter of urgency Council carries out repairs and repainting [to the footbridge].

Comment: Inspection has been undertaken. Minor repairs required and repainting the structure is proposed. The works are not considered to be urgent.

d. Bridge Street furniture

Recommendation: UTEC congratulates Council on the refurbishment of the main street furniture.

Comment: Noted.

e. Replica Kerosene Lamps at pedestrian crossing in Bridge Street

Recommendation: As a matter of urgency, Council repaint the posts.

Council has resolved at its October 2021 meeting to repaint the posts.

- f. Redundant rubbish bin posts

Recommendation: As a matter of urgency, Council remove the redundant rubbish bin posts.

Comment: Will be reviewed. UTEC need to clarify the urgency.

CONCLUSION:

7. The comments provided address the recommendations from UTEC.

COUNCIL IMPLICATIONS

8. Community Engagement/Communication

Consultation with Uralla Township and Environs Committee and referral of Committee minutes to Council.

The Committee has been advised how to access Council business papers and the minutes via Council's web page.

Council has two councillor delegates on the Committee and relevant staff attend meetings when possible.

9. Policy and Regulation

Uralla Township and Environs Committee Constitution 2020

NSW Local Government Act 1993

10. Financial/Long Term Financial Plan

Resourcing required for staff to attend meetings and liaise with Committee.

11. Asset management/Asset Management Strategy

N/A

12. Workforce/Workforce Management Strategy

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

13. Legal and Risk Management

As a Committee of Council, risks of the Committee are borne by Council. The strategic risks are assessed as low.

14. Performance Measures

As set out in the Uralla Township and Environs Committee Constitution 2020

15. Project Management

Director Infrastructure & Development

15.16 COUNCIL DONATIONS TO SCHOOLS



Department: General Manager
Prepared by: Executive Assistant
TRIM Reference: UINT/21/13157

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 1.4 access to and equity of services
Strategy: 1.4.4 provide opportunities for residents to enjoy access to arts, festivals, sporting activities, recreation, community and cultural activities.

SUMMARY:

1. The purpose of this report is to advise Council of the 2021 Council donations to schools status and enable appointment of Council delegate(s) to present the donation (where requested).

RECOMMENDATION:

That Council appoint the Mayor and/or General Manager (or delegate) to represent Council to present donations to schools requesting representation.

REPORT:

2. Six (6) Schools were contacted this year to identify:
 - a) if and when each school is going ahead with the Annual Presentation Day function as per previous years. Note – TBC = to be confirmed
 - b) whether the school is accepting or declining the offer of support.

SCHOOL	PRESENTATION DAY CEREMONY & TIME	REQUEST FOR REPRESENTATION FROM COUNCIL	ACCEPTING DONATION & VALUE
Bundarra Central	3 Dec 2021 - TBC	TBC	Yes \$200
Rocky River Public	10 Dec 2021 - 11am	TBC	Yes \$100
Uralla Central	No	No	Happy to forgo \$200
Kingstown Public	No	NO	Yes \$100
Kentucky Public	No	NO	Yes \$100
St Joseph's Primary	3 Dec 2021 - TBC	TBC	Yes \$100

3. Council is currently in the pre-election prescribed period and the Mayor, who is not running for the next term of Council, will be the only Councillor in office from the date of the election (4 December 2021) until the declaration of the election (scheduled 21-23 December 2021). Given the rules of the prescribed period it is not appropriate for any Councillor standing for re-election to be the Council delegate during this period. Councillors who are not vaccinated would also be ineligible to attend presentations under current public health orders.

CONCLUSION:

4. Due the timing of the local government election, it is appropriate for the Mayor, or if the Mayor is unavailable for the General Manager (or delegate), to represent Council to make this year's school presentations.

COUNCIL IMPLICATIONS

5. **Community Engagement/Communication**

Council's donations to schools were included in the Annual Operational Plan.

6. **Policy and Regulation**

Local Government (General) Regulations 2021 (NSW) r211

7. **Financial/Long Term Financial Plan**

Within budget.

8. **Asset management/Asset Management Strategy**

N/A

9. **Workforce/Workforce Management Strategy**

Should the Mayor be unavailable it is likely that the General Manager or a member of the Executive can attend on behalf of Council.

10. **Legal and Risk Management**

Reputation – the recommendation facilitates a Council representative presenting the donations without affecting the election prescribed period -*Low risk*.

11. **Performance Measures**

Donations completed; Council delegate makes presentations.

12. **Project Management**

Executive Assistant

15.17 REGISTER RESOLUTIONS ACTIONS STATUS



Department: General Manager's Office
Prepared by: *Executive Assistant*
TRIM Reference: UINT/21/13714
Attachment: UINT/21/13889

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.1 A strong, accountable and representative Council
Strategy: 4.1.1 Provide clear direction for the community through the development of the Community Strategic Plan, Delivery Program, and Operational Plan

SUMMARY:

1. The purpose of this report is to provide Council with the Resolution Action Status updates as at 17 November 2021

RECOMMENDATION:

That Council receive the Resolution Action Status as at 16 November 2021.

REPORT:

2. Following every council meeting, the resolutions of Council which require action are compiled into a single document. This document is referred to as the Resolution Action Status.
3. The purpose of the Resolution Action Status is to track the progress of actions and provide confirmation to Council when these actions are complete.
4. The Resolution Action Status is presented to Council at its ordinary meetings.
5. Actions which were completed as at the date of the report to the last Council ordinary meeting, where the full resolution has been completed, have been removed from the document.

CONCLUSION:

6. The Resolution Action Status shows actions which are currently pending, in progress or completed since the last report.

Item # 15.15 Attachment

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23/11/2015	24.11/15	Bergen Road Land Acquisition and Exchange for Road Works	That the Council approve for the exchange of land associated with the reconstruction of Bergen Road and authorise the General Manager to complete all documentation.	DID	Jun-21	Being progressed by Council's solicitor.	B
25/07/2016	18.07/16	2.18.06.10 Gazetting of Land Acquired for approaches to new Emu Crossing Bridge	That Council: 1. Proceed with the compulsory acquisition of the Land described as Lot 1, 2 and 3 in Deposited Plan 1208204 (and formerly known as part of Lot 38 in Deposited Plan 753662 and part of the Crown Land described as Lot 110 in Deposited Plan 753656) for the purpose of a public road in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.	DID	Jun-21	1. Noted.	B
			2. Make an application to the Minister and the Governor for approval to acquire the Land described as Lot 1, 2 and 3 in Deposited Plan 1208204 (and formerly known as part of Lot 38 in Deposited Plan 753662 and part of the Crown Land described as Lot 110 in Deposited Plan 753656) by compulsory process under Section 177 of the Roads Act 1993.	DID		Being progressed by Council's solicitor.	B
25/07/2017	22.07/17	Report 11 - Uralla Sporting Complex	That Council; (a) endorse the proposed upgrades to the Uralla Sports complex including the construction of the canteen facilities and disabled toilets and access, (b) provide additional seating around the perimeters of the fields and oval if residual funding is available, and (c) develop a plan of management for the sharing of the facilities among the user groups, (d) staff investigate relocation and redevelopment of the playground area.	MDP		a) Completed	COMPLETED & REPORTED TO COUNCIL
				MDP		b) Seating provided through SCCF Round 2 funding.	COMPLETED & REPORTED TO COUNCIL
				MDP		c) draft completed. To be considered in conjunction with the current preparation of the Open Spaces Strategy. OSS currently being revised.	B
				MDP		d) Playground completed – turf to be placed in the spring. Funded under Stronger Country Communities Fund Round 1. Further works to the playground have been undertaken under SCCF Round2	COMPLETED & REPORTED TO COUNCIL

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
24/04/2018	50.04/18	Late Report 2 – Industrial Land Subdivision	<p>That Council resolve to:</p> <ol style="list-style-type: none"> 1. Endorse option 2 of the Kehoe Myers report dated 6 April 2018 for the subdivision of the Uralla Industrial Estate, being Lot 14 DP 787477, Rowan Avenue Uralla, 2. Progress detailed design of the subdivision and the construction of Stage 1, 3. Install billboard signage at the property indicating the endorsed layout and undertake additional marketing of the project. 	DID		<p>Noted</p> <p>Detailed design completed. Signage installed. Valuation received. Probity advice received and probity plan developed. Three stage layout developed and costed.</p> <p>DA Consent concluded. Grant funding application lodged under the Building Better Regions Fund Round 4 was unsuccessful. Further marketing pending funding and approval. Funding applied for under the BLERF grant February 2021 - unsuccessful. Application lodged for Stage 1 balance funding through BBR 5 - March 2021. BBR 5 application unsuccessful.</p>	<p>COMPLETED & REPORTED TO COUNCIL</p> <p>COMPLETED & REPORTED TO COUNCIL</p> <p>B</p>
26/11/2019	39.11/19	Report 7 - Works Progress Report as at 31 October 2019	<p>That:</p> <ol style="list-style-type: none"> 1. the report be received and noted for the works completed or progressed during October 2019, and works programmed for November 2019. 2. Council review the updated transport asset management plan in the New Year to confirm priorities 	MCI	Feb-20	<ol style="list-style-type: none"> 1. Noted 2. Underway. Condition assessment information, gravel roads prioritisation, and successful grant grant funding implications being incorporated into the document. Council briefed on status 12 October 2021. 	<p>COMPLETED & REPORTED TO COUNCIL</p> <p>B</p>

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
24/03/2020	05.03/20	Submitted By: Mayor, Cr M Pearce Reference/Subject: COVID-19: Instrument of Delegation to the Mayor (Emergency Administrative Provisions)	<p>That:</p> <p>1. Council adopt the Instrument of Delegation to the Mayor dated 24 March 2020 as detailed in Attachment 1 to this Mayoral Minute except as; develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council, to determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of the council's resources to implement the strategic plans (including the community strategic plan) of the council and for the benefit of the local area, and</p> <p>(i) to determine the process for appointment of the general manager by the council and to monitor the general manager's performance.</p> <p>2. That the General Manager provide a consolidated report once a month to all Councillors specifying any actions taken under this delegation as adopted by Council.</p> <p>3. Once activation of the current Business Continuity Plan ceases, a consolidated report to the first available meeting of Council will be submitted which lists all decisions made under this delegation.</p>	GM	May-20	To date, the Mayor has not been required to take any actions or exercise any delegated authorities under the Emergency Administrative Provisions adopted by Council on 24 March 2020.	B
				GM		Completed	COMPLETED & REPORTED TO COUNCIL
				GM		Not applicable to date	B
				GM		Not applicable to date	B
22/09/2020	25.09/20	Report 7 – Amendments to the Code of Conduct	<p>3) Expressions of Interest be sought for Code of Conduct Reviewers and report back to Council.</p>	MG		Advertisement placed on TenderLink, adverts in Armidale Express and SMH. Social media notification. Submission period closed 22 September 2021. Assessment in progress.	B
23/02/2021	04.02/21	14.1 Budget Review & Finance Committee Meetings Held : 14.1.1 8th December 2020 14.1.2 9th February 2021	<p>That Council endorse the following recommendations:</p> <p>a) That Council undertake community consultation regarding the sustainability of the Shire's water supply with consideration of pricing options (8 December 2020 meeting)</p> <p>b) that the service review information be developed in conjunction with the Integrated Water Cycle Management Strategy (9 February meeting)</p> <p>c) That Council work with ZNet and undertake community engagement on water pricing model structure options as part of the preparation of the 2021/22 Operational Plan (9 February meeting)</p> <p>d) Note the Budget Review Committee has reviewed the Horizontal Service review - Priority 3 Actions Summary and recommend Council confirm the proposed actions marked R&I (9 February meeting)</p>	CFO-DC		This formed part of the community consultation on the drafting of the 2021-22 Budget.	COMPLETED & REPORTED TO COUNCIL
				MWWS		Integrated Water Cycle Management Strategy scope to be finalised.	B
				CFO-DC		This formed part of the community consultation on the drafting of the 2021-22 Budget.	COMPLETED & REPORTED TO COUNCIL
				CFO-DC		This was undertaken as part of the drafting of the 2021-22 budget and/or included as actions in the 21/22 Operational Plan	COMPLETED & REPORTED TO COUNCIL

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23/03/2021	17.03/21	Item 15.6 review of Council's Waste Management Operating and Service Delivery Environment	That Council: 1. Receive the reports with modifications as required: (1) USC Uralla Landfill - Site Development Plan V3; (2) USC Bundarra Landfill - Site Development Plan V2; (3) USC Kerbside Waste Collection Services Investigation V4; (4) USC Green Waste - Investigation V1; 2. Design and construct a waste transfer station for BWMF. 3. Terminate landfilling operations at the Bundarra Waste Management Facility (BWMF) to replace with a transfer station. 4. Commence the transportation of waste from Bundarra transfer station to Uralla. 5. Coordinate transfer bin collection routes with Bundarra and Kingstown facility following construction of transfer station. 6. Undertake investigation of options to transport waste to other landfills in the region. 7. Undertake the capping and rehabilitation of closed landfill cells at BWMF. 8. Commence discussions with neighbouring Councils regarding the potential for a region wide waste strategy. 9. Continue kerbside waste collection services for the current locations with current service standards. 10. Continue to address the further points in the reports	MWWS MWWS MWWS MWWS MWWS MWWS MWWS MWWS MWWS		Noted Design brief finalised. Tenders called. Pending Pending Pending Pending Pending Noted. Report for RFQ for wet hire kerbside collections to July meeting. Noted. Tenders accepted by Council for landfill compactor and wheel loader.	COMPLETED & REPORTED TO COUNCIL B A A A A A COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL
23/03/2021	40.03/21	Item 17.1 CONFIDENTIAL SESSION - Documents Presented to the Audit, Risk and Improvement Committee	1. That the unconfirmed Minutes from the Audit Risk and Improvement Committee meeting held on 9 February 2021 be noted; and 2. Council endorse the following recommendations: <i>8.1 Independent Consultant Report on Possible Deviation Between Approved 2020 Budget and Transport Asset Management Plan-</i> 1. That ARIC advise Council they have reviewed the Independent Investigation report and noted the budgeting and approval process deficiencies. 2. That the recommendations in the TNR Investigation Report be noted and that the improvement plan be implemented: a. All aspects of the capital works programmes should be determined and finalised so the information can be provided to Council prior to adopting the annual operational plan and financial budget; and	CFO-DC CFO-DC CFO-DC		Noted Noted 2021/22 budget approved include including nominated roads for renewal. Separate resolution of Council re: roads to be upgraded from unsealed to sealed.	COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
			<p>b. Council should assess and benchmark its resources to ensure that it has appropriate personnel to provide a robust asset management function and deliver on Council expectations; and</p>	CFO-DC		<p>Noted but work on determining what sufficient resources are necessary to ensure Council has appropriate personnel to provide a robust asset management function and deliver on Council expectations has not yet commenced. However, consideration on appropriate staffing levels to meet this recommendation may be undertaken as part of the preparation of the 2022/23 budget.</p>	B
			<p>c. Councillors and the management Team should review areas of discontent and develop processes, and where necessary policies, to ensure Council's operations are efficient, effective and compliant with applicable laws and regulations; and</p>	CFO-DC		In progress	B
			<p>d. Management should identify budget variations and have them approved by Council in advance of commencing works. Protocols should be developed to ensure that the Management Team and Council are clear and content on the process of advising and approving budget variation; and</p>	CFO-DC		<p>1. Noted for future Quarterly Budget Review identification; separate budget variation reports also presented to Council on an as needs basis. 2. Protocols not yet developed</p>	B
			<p><i>9.6 Internal Audit Report on Hill Street Asphalt Overlay</i></p> <p>1. That ARIC advise Council it has reviewed the Internal Audit Special Report – Asphalt Hill Street report and as a result conclude that a perception exists of a breach of delegation and a splitting of orders; and</p>	CFO-DC		Noted	COMPLETED & REPORTED TO COUNCIL
			<p>2. That an undertaking to review the procurement policies and procedures to ensure proper delegation process is followed.</p>	CFO-DC		In progress	B
			<p><i>9.7 Audit Office of NSW Management Letter on the Interim Phase of the Audit for the Year Ended 30 June 2020:</i></p> <p>1. That the Audit Office of NSW Management Letter on the Interim phase of the audit for the year ended 30 June 2020 including the recommendations within the letter be noted;</p>	CFO-DC		Noted	COMPLETED & REPORTED TO COUNCIL
			<p>2. ARIC recommends to Council that the General Manager address the recommendations in the Audit Office letter; and</p>	CFO-DC		<p>Four of the five issues have been actioned. The fifth action relating to asset management plans is currently being actioned. However it should be noted that this action was the responsibility of the Asset Manager who recently resigned from the position. A replacement Manager is being sought.</p>	B
			<p>3. ARIC recommend that sufficient resources are allocated to address this work.</p>	CFO-DC		Noted	COMPLETED & REPORTED TO COUNCIL

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
27/04/2021	16.04/21	Item 15.6 Thunderbolts Festival Sponsorship Request 2021	That Council: 1) agree to funding and support for the 2021 Thunderbolts Festival as follows: a) \$12,000 in direct support; and	CFO		Noted	COMPLETED & REPORTED TO COUNCIL
			b) Additional in-kind support as noted at a) to m) (see below) valued at approximately \$4,200	CFO		Noted	COMPLETED & REPORTED TO COUNCIL
			a) <i>The provision of and collection of garbage bins;</i>	DID			C
			b) <i>The installation and removal of promotional banners on Council's street banner poles;</i>	DID			COMPLETED & REPORTED TO COUNCIL
			c) <i>The supply and pick up of barrier mesh, star pickets and dolly;</i>	DID			C
			d) <i>Supply of marking paint at cost to Council;</i>	DID			C
			e) <i>Road closures and traffic control as per traffic plan to be submitted through the Council Traffic Committee;</i>	DID		Not required	COMPLETED & REPORTED TO COUNCIL
			• <i>Highway closure for street parade (Federal Highway)</i>	DID			COMPLETED & REPORTED TO COUNCIL
			• <i>Local road closure for the event</i>	DID			COMPLETED & REPORTED TO COUNCIL
			• <i>A combination of SES, Rural Fire Brigades, Police and Council staff for vehicle traffic and crowd control</i>	DID			COMPLETED & REPORTED TO COUNCIL
			f) <i>The Neighbourhood Centre; use of marquees, chairs and tables – Council staff to collect, drop off to Alma Park and return;</i>	DID			C
			g) <i>Council hire fee for the use of Alma Park be waived;</i>	DID		Event to be held at the Showgrounds	COMPLETED & REPORTED TO COUNCIL
			h) <i>Festival program inserted into Council Newsletter, October edition, needs to be full colour, otherwise please book main panel on front of newsletter for promotion;</i>	CO			COMPLETED & REPORTED TO COUNCIL
			i) <i>Photocopying of Market entry forms and invitation letters, Street Parade entry forms, invitation letters and Billycart Derby entry forms at cost to Council please - not commercial rates;</i>	CO			C
			j) <i>The need for support of the Visitor Information Centre for the collection of entry forms and point of contact for enquiries regarding available accommodation and event activities, if staff could please take messages pass these or any emails, on to organisers or refer enquiries to TF website. (All entry forms have committee phone numbers for enquiries so VIC staff will not be overburdened, this request is mainly for extra visitor enquiries related to the VIC not Festival);</i>	DCS		Support provided by Visitor Information Centre	C
			k) <i>To be listed on Council website under events with reference link to TF website;</i>	CO			COMPLETED & REPORTED TO COUNCIL
			l) <i>Council staff contact person to be available by phone throughout the day of the event for any amenities issues;</i>	DID			C
			m) <i>Access and supply of electricity via all power outlets in Alma Park.</i>	DID		Not required	COMPLETED & REPORTED TO COUNCIL

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
			2) Continue to work with the Uralla Rotary Club and the Thunderbolts Festival Committee on the understanding that Council will be promoted as the major sponsor of the event for 2021.	DCS		1) 20/10/2021 - Uralla Shire Council listed as the Major Sponsor on Thunderbolt Festival Website and in Facebook posts - Logo is not prominent or larger than other sponsors; 2) Major sponsor invite to Official Opening not yet received.	C
27/04/2021	26.04/21	Item 15.12 Public Spaces Legacy Program Project	That Council: 1. subject to funding of up to \$2,000,000 under the NSW Public Spaces Legacy Program, undertakes the following projects: a) The Constellations of The South at The Glen, adjacent Rotary Park upgrade and model boating lake, circa \$1,500,000; and b) Fibonacci theme at Pioneer Park circa \$500,000 2. authorise the General Manager to execute the proposed funding deed; 3. undertake further community consultation during the concept and detailed design phases of the projects; 4. Include the operating costs of the new capital works projects as part of development of the Long Term Financial Plan.	MDP MDP MDP CFO-DC		Grant funding is for these 2 projects Funding deed finalised and signed. Survey complete. Further engagement currently being undertaken. Design consultant engaged. Details not yet available	B COMPLETED & REPORTED TO COUNCIL B A
29/06/2021	13.06/21	15.2 DRAFT LONG TERM FINANCIAL PLAN (LTFP) 2022-2031	That Council undertake community consultation on Council's long term financial sustainability to enable the next term of Council to adopt a sustainable Long Term Financial Plan (LTFP) that includes a balanced operating outcome before capital grants for all funds by: i. endorsing the recommendation of the Budget Review and Finance Committee to place the Draft LTFP 2022-2031 on public exhibition for a minimum period of 28 days.	CFO-DC		Community consultation on the draft long term financial plan was undertaken in September and October 2021.	C
2/07/2021	X06.07/21 2 July Meeting	8.1 BUNDARRA SEWERAGE SCHEME SECTION 67 PRIVATE WORKS	That Council: I. enter into agreements with the owners of the assets on the Bundarra properties that are expected to connect to the Bundarra Sewer Scheme (currently under construction) to undertake the necessary electrical and plumbing upgrades (the private works) necessary to allow the connection to take place; II. not charge the Bundarra property owners for the private works by setting the fee for the works at \$0.00; III. authorise the private works costs to be met from the current project budget; and IV. receive a report in accordance with the requirements of section 67 (4) of the Local Government Act 1993 (NSW), subsequent to the works being completed; V. include details or a summary of any resolutions made under section 67 for work carried out under subsection (2)(b) of the Act in the next annual report; and VI. seek legal advice to determine if there is any permissible method for Council to pay for the private works that may have been undertaken by the owners of the assets since the Council's letter to residents, 8 April 2021, to the date of this resolution and report back to Council.	DID		Completed II. Noted III. Noted IV. Ongoing V. Pending VI. Advice received. Included in August 2021 Bundarra Sewerage report.	COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL B B COMPLETED & REPORTED TO COUNCIL

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
27/07/2021	07.07/21	12.2 MAYORAL MINUTE COUNCIL ADVOCACY - RE CLOSURE OF NAB URALLA BRANCH	That Council receive and note the Mayoral Minute regarding the action taken by Uralla Shire Council on behalf of the community in response to notice given by NAB to close Uralla Branch in October 2021 and, noting the closure of the NAB Uralla branch in October 2021, that Council proceed to tender for its banking services	CFO-DCS		Staff will commence preparation of tender documents following completion of annual financial statements and year-end audit	B
27/07/2021	21.07/21	15.3 POLICY UPDATE FOLLOWING FEEDBACK	That Council review the Backyard Burning Policy.	MG		Internal Review of Backyard Burning September 2021	A
27/07/2021	31.07/21	15.9 BUNDARRA SEWERAGE SCHEME – PROJECT UPDATE REPORT	That Council 1. Receive the Bundarra Sewerage Scheme – Project Update Report, and 2. Inform the Bundarra Community about council resolution X06.07/21 via a letterbox drop and a public information session.	DID		1. Noted 2. Letterbox drop completed. Public Information session deferred due to COVID restrictions. To be rescheduled.	B
24/08/2021	29.08/21	15.11 URALLA 7.11 AND 7.12 DEVELOPER CONTRIBUTIONS PLANS	That Council i. Endorse the draft Uralla Section 7.11 and 7.12 Developer Contributions Plans for public exhibition for a period of not less than 28 days; and ii. Provide the draft Uralla Section 7.11 and 7.12. Developer Contributions Plans to the Department of Planning, Industry and Environment for consideration and comment; and iii. Subject to no submissions received, adopt the Uralla Section 7.11 and 7.12 Developer Contributions Plans	DID DID DID		Draft placed on Display 30 August 2021. Provided to the Department - Department advised review not required. Report prepared for November 2021 meeting. Recommended adoption.	COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL C
24/08/2021	33.08/21	17.1 CONFIDENTIAL - STATUS OF EMERGENCY ORDER DA-43-2017	That Council i. receive a report on the status of works relating to DA-43-2017 containing legal advice on the risk to Council and actions to manage that risk. ii. receive a further report that includes the brief for legal advice contained in this report and copies of all communication between the applicant and Council.	DID DID		October Council Meeting October Council meeting	C C
26/10/2021	01.10/21	7.1 Ordinary Meeting of Council held 28 September 2021	That Council adopt the minutes the meeting held 28 September 2021, with amendments as noted, as a true and correct record 1. Delegate's Report for Cr Ledger to note: a. 15/9/2021 Thunderbolts CCC Meeting - via Zoom (date change) b. 23/9/2021 NEOEN Energy Wind Farm community consultation at Kentucky (new addition)	EA			C
26/10/2021	05.10/21	15.13 Continuance of Alcohol Free Zones in Uralla	That Council, pursuant to section 644B (4) of the Local Government Act 1993: I. Continue with the Alcohol-Free Zones in Uralla for a further four (4) years, and advise the Uralla Police and Uralla Licensed Premises of this decision, and II. Issue a public notice on Council's website and place a notice of the resolution to continue the Uralla Alcohol Free Zones in the Uralla Shire Council Newsletter.	DID DID		Letters sent to Uralla Police and Uralla Licensed Premises 2/11/2021 Notice placed on website (5/11/21) and will be published in upcoming newsletter	C C
26/10/2021	07.10/21	14.2 Minutes of the Bundarra School of arts Hall s355 Committee Meetings Held 26 July and 27 September 2021	I. That Council receive the minutes of the Bundarra School of Arts Hall Committee meeting held on 26 July 2021 and approve the following: a. that the removal of old cement pots on the existing islands in the main Street (Souter Street) be prioritised.	DID		Pending	A
26/10/2021	08.10/21	14.3 Minutes of the Uralla Township and Environs s355 Committee Meetings Held 10 May 2021, 12 July 2021 and 11 October 2021	That Council a) receive the minutes of the Uralla Township and Environs s355 Committee meetings held 10 May 2021, 12 July 2021, and 11 October 2021;	DID		Noted	C

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
			b) repaint the replica Kerosene Lamp posts at pedestrian crossing in Bridge Street as a matter of urgency;	DID		Pending	A
			c) present recommendations from the Uralla Township and Environs s355 Committee Meeting Minutes in 26 October report to the November 2021 Ordinary Meeting.	DID		Report prepared	C
26/10/2021	11.10/21	15.2 Membership of the General Manager Performance Review Committee	That the General Manager Performance Review Committee membership remain as Cr Pearce, Cr Crouch, Cr Strutt and the General Manager's appointee until the end of the term of Council.	GM		Noted	C
	14.10/21	15.3 Council Delegation to the General Manager	That Council: I. revoke all previous delegations to the General Manager; and II. delegate to the General Manager, under the "Instrument of Delegation – General Manager", (attachment #1), amended by, a. Delete: 3. 2. a. the acceptance of tenders being limited to a contract value of up to \$500,000 (GST inclusive) where all other tender requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005 are met. b. Insert: as new 3. 2. Sub-para. those functions set out in the "Delegations of Authority Register to General Manager", (attachment #2), as schedule 1, with the amendment to Clause 24 replacing the words "\$150,000 net of GST" with "\$250,000".	MG MG MG MG			C C C C
26/10/2021	15.10/21	15.4 Disclosures of Interest by Councillors and Designated Persons 2021	That Council: I. Note the Register of Disclosures by Councillors and designated persons for the period July 2020 – June 2021, as tabled; and II. Publish returns of interest made by Councillors and designated persons to the Uralla Shire Council website after redacting any information that applies the public interest test factors listed in the Table in section 14 of the <i>Government Information (Public Access) Act 2009</i> .	MG MG			C C
26/10/2021	16.10/21	15.5 Policy Update Following Feedback from Councillors	That Council formally revoke the following policies i. In Lieu and In Kind ii. Aged Care Facilities - Quarantining of Funds iii. Continuous Improvement iv. Council Meetings – Matters for Closed Session of Council.	MG			C
26/10/2021	18.10/21	15.7 Code of Conduct Annual Statistical Report September 2021	That Council I. Receive and note this report; and II. Provide the Office of Local Government with the Code of Conduct Annual Statistical Report for the period 1 September 2020 to 31 August 2021, by 31 December 2021.	MG			C C
26/10/2021	21.10/21	15.8 Office of Local Government Proposed Risk Management and Internal Audit Framework	ii That Councillors provide input out-of-session to a draft submission to the Office of Local Government to include: a) The Councillor on the Committee be a voting member of the committee; b) There should be two Councillor members on the committee; c) Other points as raised; and iii That Council consider the draft submission at the November 2021 Ordinary Meeting.	MG MG		Councillors requested to provide out-of-session input. Report prepared	C C
26/10/2021	22.10/21	15.9 Uralla Community Participation Plan 2021	That Council i. Endorse the draft Uralla Community Participation Plan 2021 and place on public exhibition for a period of not less than 28 days; and ii. Adopt the Uralla Community Participation Plan 2021 if no submissions are received from the public or the Department of Planning, Industry and Environment.	MDP MDP		On public display until 29 November Pending	B B

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
26/10/2021	26.10/21	15.14 Recommendations of Workshop – Upgrades and Beautification of Fuller Park, Bridge Street Uralla	That Council I. Subject to grant funding being secured, approve the upgrades and improvements to Fuller Park, Uralla, as raised in the workshop and noted below: a) Planting of a few trees and removal of selected trees (see photo) \$1,000; b) Garbage bin or plaque relocation – to provide separation distance between the bin and plaque \$300; c) Removal of the 2 large Concrete pots \$500; d) Demolition and removal of the shelter \$500; e) Provision of two additional picnic shelters on the shelter slab \$12,000; f) Information inserts on picnic tables \$2,000; and g) Plaques to be cleaned and relocated together \$300.	DID		Pending grant funding	A
26/10/2021	29.10/21	15.15 Proposed Reclassification of Thunderbolts Way (MR73) from Regional Road to State Road	That Council i endorse the proposed reclassification request of Thunderbolts Way from a Regional Road to a State Road; and ii participate in the joint application with neighbouring councils for the reclassification of Bucketts Way/Thunderbolts Way from a Regional Road to a State Road subject to the maintenance being undertaken by Council under a Single Invitation Maintenance Contract procurement process.	DID		Noted	C
26/10/2021	30.10/21	15.16 New England Regional Energy Zone Draft Declaration on Public Exhibition	That Council make a submission to NSW Government EnergyCo regarding the New England Renewable Energy Zone (REZ) draft declaration to advise as follows: That Uralla Shire Council: I. acknowledges the proposed declaration of the New England REZ which includes a considerable portion of the Shire; II. notes EnergyCo key stakeholder engagement to date and the proposed future engagement steps; III. has no specific feedback on the boundary of the proposed REZ; has identified a range of opportunities and issues arising in relation to the development of the New England REZ which have been communicated to the New England REZ Reference Group, and II. notes EnergyCo key stakeholder engagement to date and the proposed future engagement steps; III. has no specific feedback on the boundary of the proposed REZ; has identified a range of opportunities and issues arising in relation to the development of the New England REZ which have been communicated to the New England REZ Reference Group, and IV. Minutes of REZ meeting, 24 August 2021 to be sent to councillors.	GM		Submission sent 27/10	C
				GM		Minutes circulated 27/10	C

Date	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
26/10/2021	34.10/21	15.18 Roads Capital Projects Variation Report	That Council approve the Capital Works projects including: i. For Local Roads: · Bergen Road near Warrembah Road \$163,065 · Kingstown Road (21/22 - 22/23) \$336,875 · Northeys Road (21/22 - 22/23) \$336,875 · Gostwyck Road (21/22 - 22/23) \$673,750 · School Zone Infrastructure \$180,000 · Kingstown Road Heavy Patching \$378,162 · Arding Road Heavy Patching \$171,645 · Kliendienst Road Heavy Patching \$ 95,175 ii. For Regional Roads: · Bundarra Road Ch 2.0 to 3.25 \$420,000 · Heavy Patching - Bundarra Road and Thunderbolts Way \$459,016 · Re-sheeting Barraba Road \$ 21,344	DID		Noted	C
26/10/2021	35.10/21	15.19 EOI: Streets as Shared Spaces Program (round 2), Summer Night Fund Program and Australia Day 2022 Community Grants Program	That Council : 1. Submit an EOI for the Streets as Shared Spaces Program for i. Central business area: Uralla (Bridge St and Hill Street between Salisbury St and King St) \$400k; and ii. Central business area: Bundarra (Bendemeer St between Souter St and Bowline St) \$100k. 2. Place on public display the EOI and invite submissions.	DID DID DID		Under preparation (EOI date extended) Under preparation (EOI date extended) Pending finalisation	B B A
26/10/2021	36.10/21	15.19 EOI: Streets as Shared Spaces Program (round 2), Summer Night Fund Program and Australia Day 2022 Community Grants Program	That Council: i sign up for The Festival of Place Summer Night Fund Program for up to \$15,000. ii apply for the Australia Day 2022 Community Grant for up to \$20,000, subject to agreement by the Uralla Shire Australia Day Committee.	MDP EA		Sign up completed	C C
26/10/2021	37.10/21	16.1 Notice of Motion - Charges for Green Waste from outside Uralla Shire	That Council: 1. Place on public exhibition for a minimum of 28 days the following charges to apply to loads of uncontaminated garden and wood waste from outside the Uralla Shire – Car-sedan, wagon \$ 5.00 per load Small truck or trailer \$12.00 per load Large trailer \$25.00 per load Truck \$25.00 per cubic metre and adopts the fees and charges subject to no submissions from Uralla Shire residents being received. 2. Consider the effectiveness of the new green waste charges for non-residents at the next review of fees and charges.	MWWS MWWS		On display until 30 November 2021, Pending	B A

16 MOTIONS WITH NOTICE/QUESTIONS WITH NOTICE



16.1 QUESTIONS WITH NOTICE – NOVEMBER 2021

TRIM Reference: UINT/21/13694

Attachment: UI/21/6716 Chain of Responsibility - Local Government and the Heavy Vehicle National Law

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective: 4.2 An efficient and effective organisation

Strategy: 4.2.6 Identify and manage risk associate with all Council activities

QUESTION: Re: Accredited Disability Access Consultant

1. Could councillors please be advised of:

- a) *The sections of the legislation, including the Building Code of Australia, relevant to the requirement for a report from (or design by) an accredited disability access consultant?*
- b) *Which organisation/s accredit/s disability access consultants? and*
- c) *Where we could find a list of accredited disability access consultants that work in the New England?*

Response:

- a) Disability access requirements are detailed in the Disability (Access to Premises — Buildings) Standards 2010, Part D3 of Volume 1 of the National Construction Code and the *Disability Discrimination Act 1992 (Cth)*.
- b) The Association of Consultants in Access Australia.
- c) The Association of Consultants in Access Australia's website has a list of accredited consultants.

QUESTION: Re: Gostwyck Road Capital Works Program

2. *Could councillors please be advised of the length and cost of the rehabilitation works done in the last twelve months that will be redone under the program approved by Council at the October Ordinary Meeting (Report 9.1.1).*

Response:

At this point in time, it is not proposed to redo rehabilitation works that were undertaken in the last twelve months.

QUESTION: Re: Potential liability to council for vehicular damaged caused by council roads

3. *What are councillor responsibilities and potential councillor liability under the Heavy Vehicle National Law (NSW) No 42a of 2013?*

Response:

Chapter 1A Safety Duties of the Law describes the responsibilities, duties and offences in regards to compliance with the *Heavy Vehicle National Law (NSW) No 42a of 2013*.

Further advice is provided in the attached flyer titled - ***Chain of Responsibility - Local Government and the Heavy Vehicle National Law***



Chain of Responsibility

Local Government and the Heavy Vehicle National Law

At the National Heavy Vehicle Regulator (NHVR) we know how important safe, reliable road transport is to all road users. We want to help make our roads safe by ensuring that everyone involved in road transport activities understands—and follows—the Heavy Vehicle National Law (HVNL).

A heavy vehicle is one that has Gross Vehicle Mass (GVM) of over 4.5 tonnes (i.e. the maximum mass stated by the manufacturer the vehicle can have when it's loaded).

Heavy vehicles are essential for the day-to-day delivery of the services that councils provide to our communities—such as collecting waste, managing recreational parks and facilities, and building roads and bridges. As a council employee or councillor you should be aware that every time your council uses a heavy vehicle to provide these services, you have responsibilities under the HVNL—even if your council doesn't own the vehicle.

What is the Chain of Responsibility (CoR)?

While our road laws generally address the actions of drivers, dangerous practices such as driving while fatigued, speeding or overloading are often caused by the activities of other parties in the transport supply chain.

Under CoR laws in the HVNL, any party in the chain who has the ability to control or influence the transport activity is responsible for safety on the road and for preventing breaches of the law. If your council uses heavy vehicles and you're doing any of the following, you will be a party in the CoR and so must comply with the HVNL:

- operating your own trucks or buses
- employing drivers
- managing or controlling premises where loading or unloading takes place (e.g. saleyards and depots)
- scheduling drivers' work times or goods for transport
- packing, loading or unloading goods
- consigning or receiving goods
- contracting others to conduct work for you or contracting your services to others.

As a party in the chain, the NHVR CoR Gap Assessment Tool will enable you to actively identify what you should be doing to ensure compliance and manage safety. You can complete the tool here: www.nhvr.gov.au/safety-accreditation-compliance/chain-of-responsibility/cor-gap-assessment



Councils' responsibilities under the HVNL

Like any other party in the transport supply chain, you are responsible for preventing breaches of mass, dimension and loading, fatigue, speed and vehicle standards (maintenance) laws.

If you manage council works or council fleets, you especially need to understand the legal requirements of:

- monitoring drivers' health and fitness for duty
- scheduling their work and rest hours
- keeping records of the hours they work.

If your council is involved in contracting—whether providing services to other government agencies or subcontracting council work to third-party transporters—a best-practice approach is to ensure that those contracts include:

- specifications on how the requirements of the HVNL are to be met
- performance and compliance reporting.

They should not include demands of contractors that may lead to speeding, driving while tired or overloading.

In short, any time you use a heavy vehicle, regardless of whether it's a council vehicle or a sub-contractor's, you have a shared responsibility to ensure safety and to prevent breaches of the law.

How can you avoid breaches of the HVNL?

Taking the following steps will assist you in the prevention of breaches:

- Ensure all loads are within legal limits and properly restrained.
- If you're using council trucks, make sure they're maintained to a roadworthy standard.
- Train your employees so they understand their obligations and are empowered to act.
- Work with your contractors so that you and they fully understand the requirements of the law and how your activities may affect safe freight operations.
- Make sure business practices, risk management processes and controls are in place to ensure safe operations and are regularly reviewed.

Safety and the HVNL

In mid-2018, the HVNL will be amended to align CoR laws more closely with national workplace health and safety law. The amended law is slightly broader than at present because it covers more of the conduct that happens off road—such as vehicle maintenance regimes, business practices and management decisions—and also addresses the safety of drivers, passengers, road users, vehicles, loads, roads and the environment.

Under the amended law, every party in the CoR will have a legal obligation to ensure the safety of transport activities "so far as is reasonably practicable".

The "so far as is reasonably practicable" test takes into account and weighs up relevant matters, including:

- the likelihood of the risk occurring
- the degree of harm
- what the person knows about the risk
- ways to remove or reduce the risk and whether they are feasible
- whether the costs are proportionate to the risk.

Safety management systems

At NHVR we recommend that you have a Safety Management System (SMS) to assist you with this. An SMS typically includes:

- documented policies and responsibilities of key personnel, a statement of management commitment and an SMS manual
- a safety risk management system—including a risk register—to proactively identify, evaluate and control risk
- a process of assuring safe operations including, for example, safety performance monitoring, incident investigation and change management
- a programme to promote safety and train employees and contractors in safe work practices.

Where can I get more information?

For more information on the HVNL and CoR, visit:

www.nhvr.gov.au/cor

www.nhvr.gov.au/files/201703-483-cor-your-role.pdf

www.nhvr.gov.au/safety-accreditation-compliance/industry-codes-of-practice/about-industry-codes-of-practice

17 CONFIDENTIAL MATTERS

Nil

18 COMMUNICATION OF COUNCIL DECISIONS

19 CONCLUSION OF THE MEETING

END OF BUSINESS PAPER