

**10.4.8. Making of the Rates and Annual Charges for 2023/24****Attachments:** Nil**Responsible Officer:** Derek Finnigan - General Manager**Author:** Paul Chapman (Finance Business Partner), Dale Gilmore (Rates Officer)**Community Plan Issue:** 6 - Community Leadership**Community Plan Goal:** Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.**Community Plan Strategy:** 6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.**PURPOSE**

To make the rates and charges for the 2023/24 financial year in order to raise Council's revenue as outlined in the 2023/24 Budget and Revenue Policy.

OFFICER'S RECOMMENDATION

RECOMMENDED that Council resolves as follows:

Council MAKES the following Ordinary rates for the 2023/24 Financial Year:

GENERAL FUND

Rate Type	Category	Sub-Category	Ad Valorem Cents in \$	Base Amount/ Min \$	Base Amount % of Total Rate Levied	Estimated Yield
Ordinary	Residential	Residential – General	0.276698	\$240	19.65%	\$1,167,822
Ordinary	Residential	Residential – Muswellbrook & Denman	0.400295	\$290	33.59%	\$5,018,283
Ordinary	Farmland	Farmland – General	0.172526	\$400	13.62%	\$1,054,224
Ordinary	Farmland	Farmland – Irrigable	0.199425	\$440	10.86%	\$457,761
Ordinary	Mining	Mining – General	0.781024	\$15,000	1.11%	\$10,859,655
Ordinary	Mining	Mining – Underground Coal Mining	0.530878	\$15,000	6.58%	\$227,882
Ordinary	Mining	Mining – Metallurgical Coal Mining	0.624881	\$15,000	1.20%	\$1,252,264
Ordinary	Business	Business – General	0.796234	\$250	7.98%	\$1,507,298
Ordinary	Business	Business – Power	5.025171	\$25,000	16.99%	\$294,223



		Generation				
Ordinary	Business	Business – Thomas Mitchell Drive Industrial Centre	0.855121	\$275	10.80%	\$381,802
Ordinary	Business	Business – Showground Release Area	0.163824	\$250	2.06%	\$12,144
Ordinary	Business	Business – Mine Rehabilitation	0.781024	\$15,000	0%	\$0

WATER CHARGES

Council MAKES the following water charges for the 2023/24 Financial Year:

1. A Water Service Availability Charge is charged on each parcel of rateable land that is supplied with water from a water pipe of the Council and land that is situated within 225 metres of a water pipe of the Council (whether or not actually supplied with water from any water pipe of the Council). The Water Service Availability Charge is based on the service size of the connection to the water supply line. The Water Service Availability Charges to be levied for the year commencing 1 July 2023 are:

Water Service Charge Category	Amount
Availability Charge (Not Connected)	\$256.00
Availability Charge (Connected – per service size)	
20mm service	\$256.00
25mm service	\$400.00
32mm service	\$655.00
40mm service	\$1024.00
50mm service	\$1,600.00
65mm service	\$2,704.00
80mm service	\$4,096.00
100mm service	\$6,400.00
150mm service	\$14,400.00

Pursuant to section 552 of the Local Government Act 1993 (NSW), a charge relating to water supply will not be levied on land unless water could be supplied to some part of the land from a standpipe at least 1 metre in height from the ground level, if such a pipe were laid and connected to the council's mains.



2. A Consumption Tariff is to be charged per kilolitre of water supplied to each parcel of rateable land from a water pipe of the Council. The water consumption tariffs for the year commencing 1 July 2023 are:

<u>Consumption Tariff</u>	<u>(\$/Kl)</u>
Residential	Tier 1 (1-350Kl per annum) \$2.57 per kilolitre
	Tier 2 (>350Kl per annum) \$3.79 per kilolitre
Non-Residential	\$3.30 per kilolitre

SEWERAGE CHARGES

Council MAKES the following sewer charges for the 2023/24 Financial Year:

An annual charge for sewer is applicable to each parcel of rateable land except:

- a) Land which is more than 75 metres from a sewer of the Council and is not connected to the sewer; and
- b) Land from which sewage could not be discharged into any sewer of the Council.

1. Residential Sewer Charges

A Sewer Service Availability Charge is charged on each parcel of rateable land categorised within the Residential category for which the service is provided or is proposed to be provided. The Sewer Service Availability Charges to be levied for the year commencing 1 July 2022 are:

Sewer Service Availability Charge

Residential Sewer Availability Charge (Vacant)	\$403.00
Residential Sewer Charge (Occupied)	\$1,035.00

2. Non-Residential Sewer Service Availability Charge

A Non-Residential Sewer Service Availability Charge is charged on each parcel of rateable land not categorised within the Residential category for which the service is provided or proposed to be provided. The Non-Residential Sewer Service Availability Charge to be levied in respect to each relevant parcel for the year commencing 1 July 2023 will be based on the following formula:

$SC = SDF \times (AC + (C \times UC))$ where:

SC = Sewerage Charge

SDF = Sewerage Discharge Factor

AC = Availability Charge

C = Total water consumption for meter

UC = Sewer Usage Charge

The Availability Charges for the year commencing 1 July 2023 are:

Availability Charge Category	Amount
Availability Charge (Not Connected)	\$403.00
Availability Charge (Connected – per service charge)	
20mm service	\$403.00
25mm service	\$629.69



Availability Charge Category	Amount
32mm service	\$1,031.68
40mm service	\$1,612.00
50mm service	\$2,518.75
65mm service	\$4,256.69
80mm service	\$6,448.00
100mm service	\$10,075.00
150mm service	\$22,668.75

The Sewer Usage Charge for the year commencing 1 July 2023 is:

<u>Sewer Usage Charge</u>	<u>(\$/KI)</u>
Non-Residential Sewer Usage Charge	\$3.30 per kilolitre

Discharge Factors required for non-residential properties will be determined on an individual rateable land basis.

DOMESTIC WASTE MANAGEMENT CHARGES

Council MAKES for each parcel of rateable land categorised for rating purposes as Residential and situated within the urban area in which a Domestic Waste Management Service is able to be provided, the following waste charges for the 2023/24 Financial Year:

Domestic Waste Management Service Charge	Amount
Urban Domestic Waste Management Availability Charge ⁽¹⁾	\$110.00
Urban Domestic Waste Management Service Charge ⁽²⁾	\$483.00
Additional Urban Domestic Waste Management Service Charge	\$122.00
Additional Urban Domestic Waste Management Recycling Service Charge	\$84.00
Additional Urban Domestic Waste Management Green Waste Service Charge	\$39.00

- (1) This charge applies to vacant rateable land categorised for rating purposes as Residential and situated within the urban area in which a Domestic Waste Management Service is able to be provided.
- (2) Each habitable premises is entitled to one approved mobile waste bin service per week and one fortnightly collection of recyclable material and one fortnightly collection of green waste for each Urban Domestic Waste Management Service Charge.



Council MAKES for each parcel of rateable land categorised for rating purposes as Residential or Farmland and situated within the rural area in which a Domestic Waste Management Service is able to be provided, the following waste charges for the 2023/24 Financial Year:

Rural Domestic Waste Management Service Charge	Amount
Rural Domestic Waste Management Availability Charge ⁽¹⁾	\$110.00
Rural Domestic Waste Management Service Charge ⁽²⁾	\$444.00
Additional Rural Domestic Waste Management Service Charge	\$122.00
Additional Rural Domestic Waste Management Recycling Service Charge	\$84.00
Rural Domestic Waste Management Green Waste Service Charge	\$39.00

- (1) This charge applies to vacant rateable land categorised for rating purposes as Residential or Farmland and situated within the rural area in which a Rural Domestic Waste Management Service is able to be provided.
- (2) Each habitable premises is entitled to one approved mobile waste bin service per week and one fortnightly collection of recyclable material for each Rural Domestic Waste Management Service Charge.

Council MAKES for each parcel of rateable land not categorised for rating purposes as Residential and situated within the urban area in which a Waste Management Service is able to be provided, the following waste charges for the 2023/24 Financial Year:

Waste Management Service Charge	Amount
Urban Waste Management Availability Charge – Non-Domestic ⁽¹⁾	\$110.00
Waste Management Service Charge ⁽²⁾	\$444.00
Additional Waste Management Service Charge	\$122.00
Additional Waste Management Recycling Service Charge	\$84.00
Waste Management Green Waste Service Charge	\$39.00

- (1) This charge applies to vacant rateable land not categorised for rating purposes as Residential and situated within the urban area in which a Waste Management Service is able to be provided.
- (2) Each habitable premises is entitled to one approved mobile waste bin service per week and one fortnightly collection of recyclable material for each Waste Management Service Charge.

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Rural Waste Management Service Charge	Amount
Rural Waste Management Availability Charge – Non-Domestic ⁽¹⁾	\$110.00



Rural Waste Management Service Charge ⁽²⁾	\$444.00
Additional Rural Waste Management Service Charge	\$122.00
Additional Rural Waste Management Recycling Service Charge	\$84.00
Rural Waste Management Green Waste Service Charge	\$39.00

- (1) This charge applies to vacant rateable land not categorised for rating purposes as Residential or Farmland and situated within the rural area in which a Rural Waste Management Service is able to be provided.
- (2) Each habitable premises is entitled to one approved mobile waste bin service per week and one fortnightly collection of recyclable material for each Rural Waste Management Service Charge.

STORMWATER MANAGEMENT CHARGE

Council MAKES a Stormwater Management Charge for each parcel of rateable land within the Muswellbrook and Denman urban areas and included in the Town Planning Zones of R1 General Residential, B2 Local Centre, SP2 Infrastructure, IN2 Light Industrial, IN1 General Industrial and RU5 Village, except where exemption or variation to the charge is provided in accordance with the document "Stormwater Management Service Charge Guidelines" issued by the Division of Local Government in July 2006, for the 2023/24 Financial Year at a rate of \$25.00 per parcel of rateable land and \$12.50 per residential strata unit.

Where a non-residential parcel of rateable land exists with an area falling within the ranges outlined below the charge will be levied as follows:

Area Sqm	Charge
0 - 1,199	\$25.00
1,200 - 4,999	\$100.00
5,000 - 9,999	\$375.00
>10,000	\$725.00

INTEREST ON OVERDUE ACCOUNTS

The Council hereby determines and orders that overdue rates and charges for the year commencing 1 July 2023 will, in pursuance of section 566 of the Local Government Act 1993 (NSW), accrue interest on a daily basis. The rate of interest will be the maximum rate allowable, as determined by the Minister for Local Government, being nine per cent per annum for the 2023-2024 rating year.

HUNTER CATCHMENT CONTRIBUTION

Council:

1. Notes that the NSW Government's Hunter Local Land Services has determined the Hunter Catchment Contribution rate for the 2023/24 rating year at 0.01046 cents in the dollar on all relevant properties within the Muswellbrook Shire Local Government Area, with a land value in excess of \$300;
2. Adopts the making, levying and collection of the Hunter Catchment Contribution on behalf of Hunter Local Land Services at the rate detailed in Paragraph 1; and



3. Adopts the rate of commission payable to Council for the collection of the 2023/24 Catchment Contribution at 5% of the Hunter Catchment Contributions collected, as determined by Hunter Local Land Services.

Moved: _____ **Seconded:** _____

REPORT

BACKGROUND

At the Council meeting on 25 May 2023, Council adopted the 2023/24 Operational and Capital budget. In adopting the Revenue Policy, Council has agreed on the rates and charges to be levied for 2023/24.

CONSULTATION

The draft Revenue Policy was placed on public exhibition as part of the draft 2023/24 Operational Plan.

CONSULTATION WITH COUNCILLOR SPOKESPERSON

This report deals with the mechanics of implementing the rates and charges as adopted so no consultation was required.

REPORT

No submissions were received regarding the advertised Revenue Policy.

This report has been written to enable Council to raise the revenues as outlined in the adopted Operational Plan, Budget and Revenue Policy.

The recommendations follow the statutory requirements as set out in the Local Government Act 1993.

The Council is referred to the Item in this Council Agenda recommending the adoption of the Operational Plan, Revenue Policy, Budget and Fees & Charges and the consideration of the criteria relevant in determining the base amount of a rate, pursuant to section 536 of the Local Government Act.

OPTIONS

The only viable option is for Council to pass the recommended resolutions and this is the mechanics of implementing the Revenue Policy, as adopted by Council. If Council wants to vary any of the resolutions, other than to rectify any error within them, the resulting revenue impact will need to be modelled and the Revenue Policy would need to be amended and re-exhibited.

CONCLUSION

The making of Rates and Annual charges is an administrative function usually undertaken as part of the adoption of the Integrated Planning and Reporting (IP&R) document suite.

SOCIAL IMPLICATIONS

There are no social implications.

FINANCIAL IMPLICATIONS

The resolutions to make the rates will enable Council to collect the revenue of \$34.2m as budgeted in the 2023/24 Operational Plan and Budget.



POLICY IMPLICATIONS

This report implements existing policy decisions.

STATUTORY IMPLICATIONS

The statutory requirements relating to the making and levying of rates are included in sections 493 to 607 of the Local Government Act 1993. In addition, the Office of Local Government published a guidance document titled “Council Rating and Revenue Raising Manual” and this document is available to be viewed on the OLG website.

LEGAL IMPLICATIONS

Council must pass a resolution to make the rates before it can levy rates and charges on properties each year. The resolutions must be passed by 31 July each year which is the last date that a Council can “make” a rate or charge for the new 2023/24 financial year.

OPERATIONAL PLAN IMPLICATIONS

The report raises the revenues of \$34.2M as budgeted for in the Operational Plan and Budget.

RISK MANAGEMENT IMPLICATIONS

The form of the resolutions has been structured to ensure compliance with Council’s legal requirements.

WASTE MANAGEMENT IMPLICATIONS

Not applicable.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Not applicable.

**10.4.9. 2023/2024 Councillor Fees**

Attachments: 1. LGRT 2023 Annual Determination [**10.4.9.1** - 47 pages]

Responsible Officer: Derek Finnigan - General Manager

Author: {authors-names} – {position}

Community Plan Issue: 6 - *Community Leadership*

Community Plan Goal: 24.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

Community Plan Strategy: 24.1.2 - Appropriate matters are reported to Council in a timely manner in accordance with the Financial Control and Reporting Policy.

PURPOSE

The Local Government Remuneration Tribunal has released its report and determination of Mayoral and Councillor fees for 2023-24.

OFFICER'S RECOMMENDATION

Council:

1. Notes the 2023 Annual Determination of the Local Government Remuneration Tribunal;
2. Approves the annual fee of \$17,680 for Councillors for 2023-24; and
3. Approves the additional annual fee of \$37,925 for the position of Mayor for 2023-24.

Moved: _____ **Seconded:** _____

BACKGROUND

The Local Government Remuneration Tribunal makes an annual determination, setting fees for Councillors according to the category of council.

Under section 239 of the Local Government Act, the Tribunal is required to determine the remuneration categories of councils and Mayoral offices at least once every three years. The Tribunal undertook a review of the categories as part of its 2023 determination. The Tribunal has determined the creation of two new remuneration categories – “Metropolitan Major” and “Rural Large” and, as a result of the two new categories and changes to some of the criteria of some of the existing categories, 26 Councils have been re-categorised into a higher existing category or new category. Muswellbrook Shire Council has been re-categorised from “Rural” to “Rural Large.”



CONSULTATION

Acting Chief Financial Officer

General Manager

REPORT

The Local Government Remuneration Tribunal has made its determination under section 239 and 241 of the *Local Government Act* 1993, for the annual fees payable to Mayors and Councillors. The Tribunal has determined an increase of 3% to Mayoral and Councillor fees for the 2023-24 financial year, taking effect from 1 July 2023.

The Tribunal's recommendations for remuneration for council members in the rural large category for 2023-24 are listed below:

Council category	Councillor Annual Fee		Mayor Additional Fee	
	Minimum	Maximum	Minimum	Maximum
Rural	\$9,850	\$17,680	\$15,735	\$37,925

The fee set in 2022-23 for Muswellbrook Shire Council was \$12,160 for Councillors, with an additional fee of \$26,530 for the Mayor. These fees were set at the top of the recommended range, as Muswellbrook Shire is amongst the larger councils in the rural category.

OPTIONS

Should Council not fix a fee, Council must pay the minimum fee determined by the Local Government Remuneration Tribunal.

Councillors could choose to receive:

1. The Minimum Fee of \$9,850;
2. The Maximum Fee of \$17,680; or
3. A fee that is placed within the range of the Minimum Fee and the Maximum Fee.

CONCLUSION

Council has previously endorsed the payment of fees to the maximum allowable by the Local Government Remuneration Tribunal, which reflects the level of activity Councillors perform as members of one of the larger councils in the rural category.

SOCIAL IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

The total amount budgeted for 2023-24 Councillor Fees is \$192,079 (including superannuation). The total amount required (for 12 Councillors) if Council elects the maximum allowable amounts, is \$277,594 (including superannuation). A budget increase of \$85,515 would be required.

POLICY IMPLICATIONS

Not applicable.



STATUTORY IMPLICATIONS

Sections 248 and 249 of the *Local Government Act* 1993 require councils to fix and pay an annual fee to councillors based on the determination of the Local Government Remuneration Tribunal.

LEGAL IMPLICATIONS

Not applicable.

OPERATIONAL PLAN IMPLICATIONS

Aligns with the 2022-23 Operational Plan Action 6.2.5.5 Provide governance support services for the elected Council and executive.

RISK MANAGEMENT IMPLICATIONS

Not applicable.

WASTE MANAGEMENT IMPLICATIONS

Not applicable.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Not applicable.

**Local Government
Remuneration Tribunal**

Annual Determination

Report and determination under sections
239 and 241 of the Local Government Act
1993

27 April 2023



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Executive Summary

The *Local Government Act 1993* (the LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years.

In accordance with the LG Act the Tribunal undertook a review of the categories and allocation of councils into each category as part of this review.

Accordingly, the revised categories of general purposes councils are determined as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural



Fees

The Tribunal determined a 3 per cent per annum increase in the minimum and maximum fees applicable to each category.

For the new categories, the Tribunal has determined fees having regard to the relevant factors and relativities of remuneration ranges for existing categories.

Twenty six (26) councils are recategorised into a higher existing category or placed in a new category.

Section 1 – Introduction

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2020.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act requires the Tribunal to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission.
4. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees without breaching the Government's Wages Policy as per section 242A (3) of the LG Act.
5. Natural disasters have a significant impact on the way mayors in particular work. There is an increase on time demands from the community, and media during these events as well as an increase in workloads. Whilst it is worth noting these issues, it is not within the Tribunal's authority to determine additional remuneration in recognition of the increasing demands on a mayor's time for these events.
6. The Tribunal's determination takes effect from 1 July each year.

Section 2 – 2022 Determination

7. In 2022, the Tribunal received eight (8) submissions, which included five (5) requests for recategorisation. Three of these requests sought the creation of new categories.
8. The Tribunal found that the current categories and allocation of councils to these categories remained appropriate but noted that some councils may have a case for recategorisation at the next major review of categories in 2023.
9. The Tribunal determined that fees would increase 2 per cent in the minimum and maximum fees applicable to each category from 1 July 2022.

Section 3 – 2023 Review

2023 Process

10. The Tribunal's annual review commenced in October when it wrote to all councils inviting submissions regarding fees, categorisation and any other general matters. The invitation noted that it is expected that submissions are endorsed by the respective council.
11. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
12. The Tribunal received 18 written submissions, of which 15 were from individual councils, 1 submission from LGNSW, 1 from Australian National University academic, Associate Professor Tanya Jakimow, and 1 from the United Services Union (USU).
13. The Tribunal notes that 12 of the 15 council submissions were endorsed by the representative councils.
14. The Tribunal acknowledges and thanks all parties for their submissions.
15. Noting its comments in its reports of 2021 and 2022, the Tribunal met Central NSW Joint Organisation member representatives in Orange, and Far South West Joint Organisation member representatives in Broken Hill. The Tribunal also gave an overview of its work to a meeting of the Country Mayors' Association in Newcastle. While in Broken Hill the Tribunal met with LGNSW representatives.
16. The Tribunal and Assessors met as required to discuss submissions, review category criteria and allocation of councils

Categories

17. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every three years. The Tribunal last reviewed the categories in 2020.
18. In determining categories, the Tribunal is required to have regard to the following matters that are prescribed in Section 240 of the LG Act:
- *the size of areas;*
 - *the physical terrain of areas;*
 - *the population of areas and the distribution of the population;*
 - *the nature and volume of business dealt with by each council;*
 - *the nature and extent of the development of areas;*
 - *the diversity of communities served;*
 - *the regional, national and international significance of the council;*
 - *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government; and*
 - *such other matters as may be prescribed by the regulations.*
19. The 2020 Determination established the following categories:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Large	Regional Strategic Area
Metropolitan Medium	Regional Centre

Metropolitan Small Regional Rural

Rural


20. For its 2023 review, the Tribunal undertook an extensive examination of the categories, criteria and allocation of councils into each of the categories.
21. The Tribunal examined statistical and demographical data, with population data sourced from Australian Bureau of Statistics (ABS) 2021 Census (the latest available data).
22. Having regard to section 239 of the LG Act, information examined and provided through submissions, the Tribunal has determined the categories of general purpose councils as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

23. In reviewing the current model, the Tribunal sought to improve consistency of criteria.
24. In examining the criteria for each of the categories, the Tribunal is of the view that non-resident population criteria should also be included for consistency in the following categories:

- Major Strategic Area
- Regional Strategic Area
- Regional Centre
- Regional Rural

25. Three (3) councils will be reclassified as a result of meeting criteria thresholds into an existing category.
26. The Tribunal has determined the creation of two (2) new categories, being Metropolitan Major and Rural Large.
27. In determining the 2 new categories the Tribunal gave significant consideration to section 239 of the LG Act, statistical data, the existing categories and relativities between each category.
28. It was determined that the existing Rural category did not differentiate between large and small rural councils, in population, size, and terrain. Evidence demonstrated that a number of Rural councils are large in geographic area, requiring great distances to be covered. The Tribunal also examined a range of data that it believes goes to the delivery of efficient and effective local government.
29. Hence a new category Rural Large is created. The determination is amended to reflect the new category and criteria that includes a population greater than ten thousand, and a councillor to resident ratio of 1 to 1200. The Tribunal notes there are a number of Rural councils on the cusp of this new category.
30. The revised category also shows more clearly the differences for large rural and remote councils. It is becoming apparent these councils require



different considerations regarding the role Mayors and Councillors in servicing the community across such large distances.

31. Evidence reviewed established the need to differentiate between some Large Metropolitan councils. Comparison data reviewed included population, operating revenue, and submission evidence relevant to section 239 of the LG Act. This examination further exposed the gap between Metropolitan Large and Major CBD categories, thus resulting in the Tribunal establishing a new category to bridge the gap.
32. The determination is amended to reflect a new category, Metropolitan Major, with a population criteria threshold of 400,000 (including non-resident).
33. Accordingly, the Tribunal has identified a number of councils that will be recategorised into these new categories.
34. Given the relativities in population threshold criteria, the Tribunal is of the view that the population criteria for Regional Strategic Area be adjusted from 200,00 down to 100,000.
35. As a result, three (3) councils will be reclassified as Regional Strategic.
36. Whilst the Tribunal did explore additional criteria points that may go to efficient and effective local government, within the bounds of statutory provisions no further changes to the criteria could be determined in this review.
37. The category County Councils remain unchanged, retaining the categories of Water and Other.

38. **Appendix 1 Criteria that apply to categories** has been amended to reflect changes outlined above.


Submissions Received – Categorisation

39. Nine (9) submissions received from councils requested recategorisation and five (5) of these requested the creation of new categories.
40. A summary of matters raised in submissions and the Tribunal's consideration of those matters is outlined below

Request for New Categories


41. Requests were received for the creation of new categories namely, Metropolitan Large Growth Area, Metropolitan Major, Metropolitan Medium Growth and Regional Growth.
42. Blacktown City Council again requested the creation of a new category, Metropolitan Large - Growth Area. Council stated its current categorisation in Metropolitan Large "*does not reflect the complexities of servicing their rapid rate of growth and economic influence*".
43. Blacktown City Council contends that a new category would allow a criteria to be set that reflects:
- Size
 - Rate of growth
 - Economic influence
 - Operational budget

- Complexities of remaining financially sustainable whilst maintaining services and providing new infrastructure
44. Penrith Council reiterated previous submissions, again requesting the creation of a new category, Metropolitan Large Growth Centre. Council argues they are unique compared to other similar sized councils, providing significant regional services to Greater Western Sydney.
45. Penrith Council contends its claim for creation and inclusion in a new category is enhanced through their leading role in the region demonstrating the exponential growth that will occur in the Penrith Local Government area. Council submits they are playing a leading role in several significant city-shaping projects and initiatives such as:
- Western Sydney Airport
 - Western Sydney Priority Growth Area
 - Penrith Health and Education Precinct
 - The Greater Sydney Commission District planning process
 - National Growth Areas Alliance
 - Sydney Science Park
 - Defence Industries Precinct and
 - South Creek Corridor
46. While the Tribunal understands that areas of Western Sydney are developing rapidly, not least with the new airport and associated infrastructure it is not persuaded to create a new category, Metropolitan Large - Growth Area/Centre. These councils are experiencing growth and will in the future have populations of residents and non-residents that meet the thresholds for recategorisation. It is not within the Tribunal's legislative



remit to anticipate growth. However as dealt with earlier in this determination, the Tribunal acknowledges the need for a new Metropolitan category to reflect increasing population and bridge gap between current categories, Metropolitan Large and Major CBD.

47. Canterbury Bankstown Council proposed the creation of a new category, Metropolitan Major, that would sit in between current category of Metropolitan Large and Major CBD.
48. Council based its argument for a new category on the following grounds:
 - Categories need to have consistent criteria
 - A new category of Metropolitan Major would capture increased population and workloads post amalgamation process
 - New criteria should be based on population size and councillor to resident ratio
 - Councils size, with a current population of 372,322 across five wards
 - Population and distribution of population
 - Councils' area and physical terrain
 - Diversity of communities served
 - Nature and volume of business dealt with by Council
49. Council proposed a new criteria could include population threshold and councillor to resident ratio, with thresholds being 350,000 and 1 to 24,000.
50. The Tribunal considered the suggested criteria of a councillor to resident ratio for all categories. Whilst the Tribunal has included this criteria for



Rural Large category, it has not included it for all categories. It may warrant further consideration for other categories in future reviews.


51. The Tribunal is persuaded to include a new category, Metropolitan Major, with a population criteria threshold of 400,000 in the determination.
52. Camden Council's submission requests the creation of a growth category for Metropolitan Medium councils. They argue the proposed new category would allow criteria to be established to better reflect their growth rate, economic influence and complexities involved in servicing growth.
53. Council proposes the new category be called Metropolitan Medium – Growth Area. Council submits that its inclusion into this new category is based on the following:
 - Population growth
 - Development corridors
 - Growing assets and major infrastructure
 - Major services and institutions
54. The Tribunal has already determined a new metropolitan category, taking into account population and relatives in population between existing categories. It is not persuaded to include another new metropolitan category.
55. Maitland City Council requested the creation of a new category, Regional Growth Area to bridge the gap between Regional Centre and Regional Strategic.
56. Council based its argument for a new category on the following grounds:

- Maitland is the fastest growing regional city in NSW
- significant role in accommodation growth
- Council being an emerging health centre, with the \$470 million investment in the new Maitland Hospital
- Significant role in delivery of state goals, including Greater Newcastle Metropolitan Plan 2036 and a state partner in infrastructure delivery including roads and facilities

57. Council also contends the current categorisation model for non-metropolitan is inadequate. It argues that the application of the population criteria is flawed as increments initially rise by 20,000 before leaping up by 160,000.
58. The current population criteria thresholds for non-metropolitan councils are outlined in the table below:

Category	Population Criteria
Rural	<20,000
Regional Rural	>20,000
Regional Centre	>40,000
Regional Strategic Area	>200,000
Major Strategic Area	>300,000

59. The Tribunal has considered the issues raised in Council's submission but is not persuaded for reasons noted earlier for anticipation of growth versus actual population, to create a new category, Regional Growth Area.

- 
60. The Tribunal acknowledges the point made in Council's submission regarding incremental increases for non-metropolitan categories population criteria.
61. As outlined earlier the Tribunal has determined to change the population criteria for Regional Strategic from 200,000 to 100,000. This will result in Maitland Council being reclassified.

Requests for Recategorisation

62. The Tribunal received four (4) requests for recategorisation. Liverpool, Byron, Tweed and Burwood Councils put forward individual cases for recategorisation for the Tribunal's consideration.
63. A summary of council's requests and the Tribunal's findings are outlined in the paragraphs below.
64. Liverpool Council requested to be reclassified from their current classification of Metro Large to Major CBD category. Liverpool Council's case to be included in Major CBD category is based on the following grounds:
- Population forecast to grow by 59.23% in the next 20 years from 242,817 to 386,646
 - A GDP estimated at \$13.03 billion, with 91,000 jobs in the LGA
 - Significant development in the LGA that includes new council offices and chambers, new city library, childcare facility, and the \$106 million Liverpool Quarter development consisting of retail, commercial, food and beverage spaces

- Liverpool being an integral part of Western Sydney Deal to deliver transformative change
- Liverpool being home to several significant infrastructure projects, including Western Sydney Airport, Western Sydney Infrastructure plan, Holsworthy Barracks and Liverpool Hospital upgrades
- Diversity of population

65. The Tribunal notes that the current criteria for Major CBD remains unchanged. It includes being a major provider of business and government services, and secondary CBD to metropolitan Sydney.
66. Having regard to section 239 of the LG Act, the criteria, the submission put forward, and for reasons outlined earlier in regard to anticipated growth versus actual growth, the Tribunal is not persuaded to include Liverpool Council in Major CBD category.
67. Byron Shire Council requested to be reclassified from their current category of Regional Rural into Regional Centre.
68. Council noted, based on ABS 2021 census data, with a population of 36,077, it is on the cusp of reaching the population threshold of 40,000 residents.
69. Council believes they meet several other additional criteria that supports their case for reclassification. Council's request is based on the following grounds:
 - Non-resident population of 4,817 travel from surrounding locations to work in the LGA

- A population growth increase of 7.2% over the last 5 years, which is above the state increase of 5.3%
- Proximity to Gold Coast and Ballina/Byron airports
- Byron being home to internationally renowned Hinterland region
- Byron being home to a large number of festivals and events

70. As outlined earlier in this determination, the criteria for Regional Centre has been amended to include non-resident population as a criteria point.


71. This result is Byron Shire Council will be reclassified to Regional Centre.

72. Tweed Shire Council once again requested reclassification from Regional Centre to Regional Strategic Area on the following grounds:

- Proximity to Sydney via Gold Coast airport
- Proximity to Brisbane and Gold Coast
- Tweed being a major city centre and population centre for Northern Rivers Joint Organisation
- Tweed being the largest employer and strongest growth area in the Northern Rivers
- The construction of new state of the art Tweed Valley Hospital due to open in late 2023

73. Tweed Shire Council will be reclassified as a result of changes to Regional Strategic Area criteria outlined earlier in this determination.

74. Burwood Council requested to be reclassified from their current classification of Metropolitan Small to Metropolitan Medium. Council acknowledged that they do not currently meet the population criteria to be




placed into the requested category. The criteria as outlined in the 2022 Determination, Appendix 1 of the criteria that apply to categories states

“Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.”

75. If Burwood Council’s non-resident working population was included, the total population would be 53,435 well short of exceeding the population threshold for Metropolitan Medium.
76. Further examination demonstrates that Burwood council does not meet the broader criteria for Metropolitan Medium. Accordingly, Burwood Council will remain in current classification of Metropolitan Small.
77. The matters raised generally in submissions of Berrigan, Cowra, Inner West, Kur-ring-gai, Singleton and Temora Councils are outside of the scope of the Tribunal statutory functions, but in the view of the Tribunal are worthy of further consideration. These matters relate to the current remuneration principles and structures that apply to mayors and councillors in NSW and the potential impacts of these constraints. These are discussed further below.

Section 4 – 2023 Fees

78. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required by section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.
79. Pursuant to section 146C (1) (a) of the IR Act, the current government policy on wages is expressed in the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014 (IR Regulation). The IR Regulation provides that public sector wages cannot increase by more than 3 per cent per annum and the tribunal therefore has the discretion to determine an increase of up to 3 per cent per annum.
80. Four (4) submissions received addressed the issue of the fees quantum increase. These submissions sought an increase of 2.5% or greater.
81. The LGNSW submission requested that the Tribunal increase fees by the maximum 3 per cent, but further argued that the maximum increase is *“inadequate and does not address the historic undervaluation of work performed by elected representatives and the substantial responsibility associated with local government.”*
82. LGNSW used economic and wage data to support their argument, that included:
- Consumer Price Index (CPI)
 - National and State Wage cases
 - Market comparability

- 
83. LGNSW in their meeting with The Tribunal and Assessors, further emphasised that remuneration for Councillors and Mayors has been reduced in real terms due to impacts of inflation and capping of remuneration increases.
84. The Tribunal received a late submission from the USU, advocating for the maximum increase to be applied. The USU argued that all work carried out in local government needed to be fairly remunerated and reflect the rise in cost of living.
85. Whilst only five of the eighteen submissions received addressed the issue of quantum increase of fees, more than half of the submissions provided commentary on a range of remuneration issues.
86. Submissions suggested that the current remuneration structure is inadequate and requires further review. It has been suggested that the current remuneration structure does not adequately reflect:
- Role, responsibilities, and commitment required to perform functions successfully
 - Workloads
 - Complexity of role
 - Commitment and skills required
 - Fairness
87. Furthermore, it has been suggested that the low level of remuneration is a barrier to encouraging participation and diversity of candidates that reflects communities.

88. Associate Professor Jakimow of the Australian National University provided a detailed submission outlining the negative impacts of inadequate remuneration. The substance of the submission is that current remuneration levels do not adequately reflect the hours and complexity of work. Furthermore, low remuneration is a barrier to participation and diversity.

89. Associate Professor Jakimow argues that:


“inadequate pay has significant negative consequences: low quality local democracy, an unacceptable burden on councillors and their families, and poor councillor diversity.”

90. A number of submissions provided comparison data to demonstrate that the current remuneration principles and structure are not reflective of time, skills and competencies required to effectively perform the roles of councillor and mayor.

91. Comparisons were made to State and Federal parliamentary members, councillors and mayors in the Queensland and Victorian local government jurisdictions, average remuneration of a chairperson of a board, not for profit organisations and national minimum wage. The basis of the argument is that NSW mayor and councillors are paid below these organisations.

92. One submission noted that legislative change would be required to change remuneration model.

93. The Tribunal acknowledges issues raised in submissions regarding remuneration principles, structure and potential impacts. Many of these issues are worth serious consideration, they are however not currently




within the Tribunal's remit. The Tribunal concludes these matters should be given further investigation and consideration.

94. The Tribunal has considered key economic indicators, including the Consumer Price Index and Wage Price Index, and has determined that the full 3 per cent increase will apply to the minimum and maximum fees applicable to existing categories.
95. As an initial determination, the ranges for new categories are not subject to the wages policy. Future increases in those categories, as is the case for existing categories, will be subject to wages policy in accordance with section 242A(4) of the LG Act.
96. The minimum and maximum fees for the new categories have been determined having regard to the relativities of existing categories

Time for Fresh Thinking

97. Submissions made to the 2023 review and the Tribunal's own conclusions from evidence it has examined, suggest that there are significant issues underlying the concerns raised about mayor and councillor remuneration. It is apparent to the Tribunal that those issues which include a lack of diversity in representation, changing nature of work required to be undertaken and changed community expectations cannot be easily resolved under the existing framework. In the Tribunal's view, there would be merit in a comprehensive review of the framework for mayor and councillor remuneration.
98. The criteria under which the Tribunal makes these determinations has




been in existence since 1994 and at that time NSW had 177 Councils. Much has changed over the past 30 years, but the criteria has not.

99. As noted earlier in this determination the Tribunal and Assessors met with two Joint Organisation member representatives. While much of what was discussed has been dealt with in this determination it is worthy for the record to restate the view of LGNSW of the *“need for major reform”*.
100. Key themes and issues raised during discussions by mayors, councillors and general managers with the Tribunal and Assessors include:
- Changes to ways of working including expectations of increased use of social media and online platforms (“always on” expectations from constituents)
 - Impacts of future development
 - Impact of changes to legislation and regulation on workload
 - Serving constituents in regional centres, country areas regional areas, rural and remote areas
 - Remuneration principles
 - Natural Disasters including floods, fires, mice, locusts and tragedies generally
 - Confusion in roles and responsibilities – need for compulsory and consistent training of candidates prior to election and induction of those elected

- Popularly elected mayors and two-year mayoral terms and the role of the Deputy Mayor when a mayor is absent, as distinct from temporarily unavailable
- Questioning whether the guidelines by the Office of Local Government for the payment of expenses and the provision of facilities for mayors and councillors that were issued in 2009 are still fit for purpose. There appears to be significant variation in the interpretation of the guidelines and subsequent council policies
- The optional payment of superannuation being used for political purposes
- Paid parental leave for councillors
- Is remuneration holding back quality candidates or are behavioural issues – both in and out of meeting environment
- Parity in the payment differential in existing categories between councillors and mayors
- A possible alignment in categories of councillor to resident and ratepayer ratios and rateable property ratios
- Clarity in the payment of fees for chairpersons and voting members of Joint Organisations for additional workloads

101. Diversity was a strong theme heard by the Tribunal, both diversity of communities served and diversity of representation. We heard that




younger people, women, Aboriginal and Torres Strait Islander people and members of culturally and linguistically diverse communities among others, are underrepresented in many councils.

102. The Tribunal acknowledges that it is not within its authority to address many of the issues that were raised in submissions.
103. The Tribunal is not suggesting a fundamental review of the role of councillors and notes that people enter local government representation from a sense of civic service rather than for remuneration.

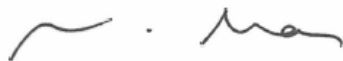
Conclusion

104. The Tribunal is of the view that a broader consideration is required of the matters raised in this determination. If the Minister decided to refer these matters under section 238 (2) of the LG Act the Tribunal would be willing to assist noting that it would require considerable consultation with the sector and access to suitable resources from Government.
105. The Tribunal's determinations have been made with the assistance of the Assessors Ms Kylie Yates, Gail Connolly PSM (in her role as Acting Deputy Secretary) and Mr Brett Whitworth.
106. It is the requirement of the Tribunal that in the future all submissions have council endorsement.
107. Determination 1 outlines the allocation of councils into each of the categories as per section 239 of the LG Act.
108. Determination 2 outlines the maximum and minimum fees paid to



councillors and mayors and members and chairpersons of county councils
as per section 241 of the LG Act.

109. The Tribunal acknowledges and thanks the secretariat for their excellent
research and support in completing the 2023 determination.



Viv May PSM

Local Government Remuneration Tribunal

Dated 27 April 2023

Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2023

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland
- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (23)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella
- Hawkesbury

Regional Strategic Area(4)

- Lake Macquarie
- Maitland
- Shoalhaven
- Tweed
- Lismore
- Mid-Coast
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

Regional Rural (12)

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (18)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Hilltops
- Inverell
- Leeton
- Moree Plains
- Murray River
- Muswellbrook
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River
- Forbes
- Gilgandra

- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine

- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2023

The annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2023 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	29,610	43,440
Major CBD	19,760	36,590
Metropolitan Major	19,760	34,590
Metropolitan Large	19,760	32,590
Metropolitan Medium	14,810	27,650
Metropolitan Small	9,850	21,730

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	181,210	238,450
Major CBD	41,960	118,210
Metropolitan Major	41,960	106,960
Metropolitan Large	41,960	94,950
Metropolitan Medium	31,470	73,440
Metropolitan Small	20,980	47,390

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	19,760	34,330
Major Strategic Area	19,760	34,330
Regional Strategic Area	19,760	32,590
Regional Centre	14,810	26,070
Regional Rural	9,850	21,730
Rural Large	9,850	17,680
Rural	9,850	13,030

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	41,960	106,960
Major Strategic Area	41,960	106,960
Regional Strategic Area	41,960	94,950
Regional Centre	30,820	64,390
Regional Rural	20,980	47,420
Rural Large	15,735	37,925
Rural	10,490	28,430

County Councils

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	1,960	10,870
Other	1,960	6,490

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	4,200	17,850
Other	4,200	11,860

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2))



Viv May PSM

Local Government Remuneration Tribunal

Dated 27 April 2023

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.



Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:


- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development

- 
- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
 - have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
 - have significant natural and man-made assets to support diverse economic activity, trade and future investment
 - typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.


Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- 
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
 - a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.


Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.



Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.



Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

**10.4.10. Monthly Financial Report - May 2023**

- Attachments:**
1. Monthly Report May 2023 - Operating Report [10.4.10.1 - 5 pages]
 2. Monthly Report May 2023 - Capital Projects [10.4.10.2 - 5 pages]
 3. Monthly Report May 2023 - Loans [10.4.10.3 - 1 page]
 4. Monthly Report May 2023 - Reserves [10.4.10.4 - 2 pages]
 5. Monthly Report May 2023 - Debtors [10.4.10.5 - 1 page]

Responsible Officer: Derek Finnigan - General Manager

Author: Paul Chapman (Finance Business Partner), Mandy Fitzgerald (Senior Financial Accountant)

Community Plan Issue: 6 - Community Leadership

Community Plan Goal: Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.

Community Plan Strategy: 6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To provide an overview of the monthly financial performance of Council's General, Water, Sewer and Future Funds and to identify and explain any material variances against Council's approved budget for the month ending 31 May 2023.

OFFICER'S RECOMMENDATION

Council notes the Financial Reports for the month ending 31 May 2023.

Moved: _____ **Seconded:** _____

REPORT

Please refer to the attachment for the May 2023 details of:

- Monthly & YTD operating performance by Fund.
- Project Spend.
- Details of Current Loans.
- Reserve Balances.
- Outstanding Debtor Balances.

Overview

Inflationary factors continue to put significant pressure on Council's Budget and its capacity to deliver services. As stated in the March Quarterly Budget Review, management has taken steps to identify offsets for these rising costs.



Council Officers are proactively seeking to identify savings across the organisation and ensuring prudent fiscal management.

Material Exceptions:**General Fund****• Revenue:**

- YTD Operating Grants and Contributions show an unfavourable variance for the YTD of \$2.9m (-35%). The Financial Assistance Grant was received and recognised in advance last financial year. We've received an indication that we will receive next year's FA Grant in advance this year again, which will offset the shortfall. This will be confirmed by June 30.
- Investment Income shows a favourable variance due to higher interest rates.

• Expenses:

- Electricity costs have eased against YTD budget due to reduced costs from a new vendor, and due to a timing difference in billing. Also, there was a budget increase in the March Quarterly Budget Review.

Water Fund

- User Charges show a large unfavourable variance \$329k (-8%). Most bills have been issued for the year and the projected full-year shortfall is around \$680k.
- Water chemical and other treatment costs have continued to increase throughout the year. Cost savings have been identified to offset these increases and the Budget was revised in the March Quarterly Review.

Sewer Fund

- Sewer chemical and other treatment costs have continued to increase throughout the year. Cost savings have been identified to offset these increases and the Budget was revised in the March Quarterly Review.

Future Fund

- Overall costs show a favourable variance of 9% for the YTD.

Capital Projects

YTD capital spend of \$32.2M is 46% of the full-year capital budget, including carryovers. Projects will be continually monitored to prevent unnecessary carryovers at year end and expected grant funding is being reviewed to ensure monies are received in a timely manner.

Muswellbrook Shire Council

Financial Report - May 2023



Council Consolidated								
Account Group	YTD Actuals	YTD Mar Review Budget	YTD Var	YTD % Spend vs Budget	Full-Year Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$30,719,260	\$28,229,345	\$2,489,915	9%	\$30,795,649	\$30,795,649	100%	Most of the Rates Revenue is levied and recognised at the start of the year. Due to this, a favourable year-to-date result will show for much of the year. * Rates & Charges are at 100% of the FY Budget * Overall revenue is at 90% of the FY Budget.
User Charges and Fees	\$19,301,080	\$19,714,827	(\$413,747)	-2%	\$20,513,229	\$21,507,084	90%	
Interest and Investments Revenues	\$1,083,301	\$1,035,979	\$47,322	5%	\$510,393	\$1,130,159	96%	
Other Revenues	\$2,602,425	\$2,558,227	\$44,198	2%	\$2,566,369	\$2,790,794	93%	
Operating Grants and Contributions	\$5,458,825	\$8,401,474	(\$2,942,649)	-35%	\$7,292,987	\$9,165,244	60%	See individual funds for commentary specific to that fund
Internal Revenue	\$3,372,681	\$3,677,003	(\$304,322)	-8%	\$4,124,249	\$4,011,276	84%	
Total Revenue	\$62,537,572	\$63,616,854	(\$1,079,282)	-2%	\$65,802,874	\$69,400,204	90%	
Expenses								
Wages and Salaries	\$13,632,225	\$14,599,979	\$967,754	7%	\$16,791,856	\$15,927,250	86%	Other costs are at 78% against FY budget. Rates and Insurances are paid at the start of the year. Higher Electricity charges are also included in this area.
Materials and Contracts	\$18,235,407	\$21,118,751	\$2,883,344	14%	\$19,319,068	\$23,038,638	79%	
Other Costs	\$5,500,147	\$6,428,750	\$928,603	14%	\$5,395,222	\$7,013,182	78%	
Borrowing Costs	\$1,426,392	\$2,033,429	\$607,037	30%	\$2,227,285	\$2,218,286	64%	
Overheads	\$3,531,306	\$4,174,608	\$643,302	15%	\$4,554,118	\$4,554,118	78%	See individual funds for commentary specific to that fund
Depreciation	\$13,504,463	\$13,563,130	\$58,667	0%	\$15,200,499	\$14,796,142	91%	
Total Expenses	\$55,829,940	\$61,918,647	\$6,088,707	10%	\$63,488,048	\$67,547,615	83%	
Result	\$6,707,632	\$1,698,207	\$5,009,425		\$2,314,827	\$1,852,589		

Muswellbrook Shire Council

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General Fund								
Account Group	YTD Actuals	YTD Mar Review Budget	YTD Var	YTD % Spend vs Budget	Full-Year Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$23,366,900	\$21,608,203	\$1,758,697	8%	\$23,572,585	\$23,572,585	99%	Revenue commentary will focus on material exceptions and concerns
User Charges and Fees	\$8,698,185	\$8,747,999	(\$49,814)	-1%	\$8,316,453	\$9,543,272	91%	* Most of the Rates Revenue is levied and recognised at the start of the year. As a result, a favourable year-to-date result will show for much of the year.
Interest and Investments Revenues	\$807,877	\$760,824	\$47,053	6%	\$340,223	\$829,989	97%	* Investment Interest is showing a favourable variance for the YTD (6%), with the budget increased in the March Quarterly Budget Review.
Other Revenues	\$2,602,425	\$2,558,227	\$44,198	2%	\$2,566,369	\$2,790,794	93%	* Operating Grants & Contributions show an unfavourable variance for the YTD of -\$2.9m. Some current grant income was received in advance last year and accounted
Operating Grants and Contributions	\$5,379,494	\$8,333,532	(\$2,954,038)	-35%	\$7,218,869	\$9,091,126	59%	
Internal Revenue	\$3,249,081	\$3,333,378	(\$84,297)	-3%	\$3,749,386	\$3,636,413	89%	
Total Revenue	\$44,103,962	\$45,342,163	(\$1,238,201)	-3%	\$45,763,884	\$49,464,178	89%	
Expenses								
Wages and Salaries	\$11,690,774	\$12,590,233	\$899,459	7%	\$14,360,006	\$13,734,800	85%	* Overall, YTD expenses are running below YTD budget.
Materials and Contracts	\$14,260,485	\$16,830,647	\$2,570,162	15%	\$14,696,540	\$18,360,706	78%	
Other Costs	\$3,717,632	\$4,352,057	\$634,425	15%	\$3,639,235	\$4,747,699	78%	
Borrowing Costs	\$114,708	\$401,491	\$286,783	71%	\$487,990	\$437,990	26%	
Overheads	\$1,476,759	\$2,120,051	\$643,292	30%	\$2,312,783	\$2,312,783	64%	
Depreciation	\$9,002,109	\$9,047,684	\$45,575	1%	\$10,267,330	\$9,870,200	91%	
Total Expenses	\$40,262,467	\$45,342,162	\$5,079,695	11%	\$45,763,884	\$49,464,177	81%	
Result	\$3,841,495	\$0	\$3,841,495		(\$0)	\$0		

Muswellbrook Shire Council

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Water Fund								
Account Group	YTD Actuals	YTD Mar Review Budget	YTD Var	YTD % Spend vs Budget	Full-Year Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$1,896,476	\$1,734,293	\$162,183	9%	\$1,891,956	\$1,891,956	100%	* Rates Revenue is levied and recognised at the start of the year. As a result, a favourable year-to-date result will show for much of the year. * Water User Charges and Fees revenue show a large unfavourable variance of -\$329k (-8%) against YTD Budget. This will be even larger at year end, due to the fact that most bills have already been issued for the year. For June and the full year, based on predictions, the deficit in User Charges and Fees revenue will be under budgetted revenue by -\$683k.
User Charges and Fees	\$3,780,630	\$4,110,287	(\$329,657)	-8%	\$4,418,950	\$4,483,950	84%	
Interest and Investments Revenues	\$188,913	\$191,614	(\$2,701)	-1%	\$119,033	\$209,033	90%	
Other Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	
Operating Grants and Contributions	\$39,461	\$34,399	\$5,062	15%	\$37,526	\$37,526	105%	
Internal Revenue	\$0	\$230,324	(\$230,324)	-100%	\$251,263	\$251,263	0%	
Total Revenue	\$5,905,480	\$6,300,918	(\$395,438)	-6%	\$6,718,728	\$6,873,728	86%	
Expenses								
Wages and Salaries	\$1,040,804	\$1,067,904	\$27,100	3%	\$1,324,386	\$1,164,986	89%	* Overall, costs are under YTD budget, by \$230k.
Materials and Contracts	\$2,052,080	\$2,066,091	\$14,011	1%	\$1,942,071	\$2,253,918	91%	
Other Costs	\$382,171	\$503,903	\$121,732	24%	\$366,147	\$549,713	70%	
Borrowing Costs	\$23,124	\$78,345	\$55,221	70%	\$85,467	\$85,467	27%	
Overheads	\$950,895	\$950,902	\$7	0%	\$1,037,348	\$1,037,348	92%	
Depreciation	\$1,874,601	\$1,886,534	\$11,933	1%	\$1,963,310	\$2,058,037	91%	
Total Expenses	\$6,323,675	\$6,553,679	\$230,004	4%	\$6,718,728	\$7,149,468	88%	
Result	(\$418,195)	(\$252,762)	(\$165,433)		(\$0)	(\$275,740)		

Muswellbrook Shire Council

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Sewer Fund								
Account Group	YTD Actuals	YTD Mar Review Budget	YTD Var	YTD % Spend vs Budget	Full-Year Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$5,455,884	\$4,886,849	\$569,035	12%	\$5,331,108	\$5,331,108	102%	
User Charges and Fees	\$413,322	\$423,295	(\$9,973)	-2%	\$576,776	\$461,776	90%	* Rates Revenue is levied and recognised at the start of the year. As a result, a favourable year-to-date result will show for much of the year. Rates revenue is up by \$569k (12%).
Interest and Investments Revenues	\$86,511	\$83,542	\$2,969	4%	\$51,136	\$91,136	95%	
Other Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	* Other income items are generally tracking favourably on the YTD budget, except for the small shortfall in User Charges revenue of -\$10k.
Operating Grants and Contributions	\$39,870	\$33,543	\$6,327	19%	\$36,593	\$36,593	109%	
Internal Revenue	\$0	\$0	\$0	0%	\$0	\$0	0%	
Total Revenue	\$5,995,587	\$5,427,228	\$568,359	10%	\$5,995,613	\$5,920,613	101%	
Expenses								
Wages and Salaries	\$673,271	\$720,186	\$46,915	7%	\$865,658	\$785,658	86%	
Materials and Contracts	\$869,646	\$983,444	\$113,798	12%	\$1,081,830	\$1,072,848	81%	
Other Costs	\$544,533	\$690,963	\$146,430	21%	\$451,344	\$753,778	72%	* Overall, YTD costs show a favourable (7%) variance against YTD Budget.
Borrowing Costs	\$538,178	\$642,347	\$104,169	16%	\$700,742	\$700,742	77%	
Overheads	\$649,088	\$649,090	\$2	0%	\$708,099	\$708,099	92%	
Depreciation	\$2,064,704	\$2,065,861	\$1,157	0%	\$2,187,940	\$2,253,666	92%	
Total Expenses	\$5,339,420	\$5,751,892	\$412,472	7%	\$5,995,613	\$6,274,791	85%	
Result	\$656,167	(\$324,663)	\$980,830		(\$0)	(\$354,178)		

Muswellbrook Shire Council

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Future Fund								
Account Group	YTD Actuals	YTD Mar Review Budget	YTD Var	YTD % Spend vs Budget	Full-Year Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$0	\$0	\$0	0%	\$0	\$0	0%	
User Charges and Fees	\$6,408,943	\$6,433,245	(\$24,302)	0%	\$7,201,050	\$7,018,086	91%	* User Charges and Fees show a -\$24k unfavourable variance against YTD Budget, which is under 1% of YTD budget. * Internal revenue is up by \$10k over TYD budget.
Interest and Investments Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	
Other Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	
Operating Grants and Contributions	\$0	\$0	\$0	0%	\$0	\$0	0%	
Internal Revenue	\$123,600	\$113,300	\$10,300	9%	\$123,600	\$123,600	100%	
Total Revenue	\$6,532,543	\$6,546,545	(\$14,002)	0%	\$7,324,650	\$7,141,686	91%	
Expenses								
Wages and Salaries	\$227,376	\$221,656	(\$5,720)	-3%	\$241,807	\$241,807	94%	* Overall, YTD expenses show a 9% favourable variance against the YTD Budget.
Materials and Contracts	\$1,053,196	\$1,238,569	\$185,373	15%	\$1,598,627	\$1,351,166	78%	
Other Costs	\$855,811	\$881,826	\$26,015	3%	\$938,496	\$961,992	89%	
Borrowing Costs	\$750,382	\$911,246	\$160,864	18%	\$953,086	\$994,087	75%	
Overheads	\$454,564	\$454,565	\$1	0%	\$495,889	\$495,889	92%	
Depreciation	\$563,049	\$563,052	\$3	0%	\$781,919	\$614,239	92%	
Total Expenses	\$3,904,378	\$4,270,914	\$366,536	9%	\$5,009,823	\$4,659,179	84%	
Result	\$2,628,165	\$2,275,631	\$352,534		\$2,314,827	\$2,482,507		

Muswellbrook Shire Council

Financial Report - May 2023
Capital Costs (Incl. Loan Repayments & excl. Revenue)



	YTD Actuals	Carry Overs	Total Budget	Sep Review Change	Dec Review Change	Mar Review Change	March Review Budget	YTD % Spend	Over Budget	Comments
General Fund Projects										
Planning, Community and Corporate Services Projects										
Adventure Playground - Wollombi Road	27,590	480,000	480,000	-	-	-	480,000	6%		
Aquatic Centres program	88,673	-	110,000	-	-	(11,000)	99,000	90%		
Art Acquisitions	72,304	-	70,000	1,200	-	1,105	72,305	100%		
Buildings New and Replacement	87,215	1,009,696	1,562,566	-	50,000	-	1,612,566	5%		
Bushfire Assets	25,234	591,239	591,239	-	-	-	591,239	4%		
Capital Works Contingency	-	-	100,000	-	(100,000)	-	-	0%		
CBD Stage 7 (Town Centre)	2,098,997	1,000,345	1,630,345	-	700,000	-	2,330,345	90%		
Civic Precinct (Town Square)	1,833,601	2,762,782	3,404,981	-	-	-	3,404,981	54%		
Contribution to Future Fund	-	-	880,000	-	-	-	880,000	0%		
COVID 19	121,711	-	121,711	-	-	-	121,711	100%		
Denman Childrens Centre - Expansion	92,421	521,402	521,402	-	-	-	521,402	18%		
Denman Heritage Village	1,351,181	876,394	1,809,525	-	-	-	1,809,525	75%		
Denman Netball Courts	27,813	206,286	311,451	-	-	-	311,451	9%		
Future Fund Contribution	-	-	1,120,000	-	(147,131)	-	972,869	0%		
General Design Program	16,150	25,707	25,707	-	-	-	25,707	63%		
General Projects - Loans	-	-	149,999	-	(149,999)	-	-	0%		
Hunter Beach	3,065,671	3,128,232	3,128,232	-	-	-	3,128,232	98%		
Information Technology Strategy	84,831	-	200,000	-	-	-	200,000	42%		
Investigation and Design - Aquatic Centre	155,382	151,553	151,553	-	-	11,000	162,553	96%		
Karoola Park Citizens Walk Pathway	12,778	30,000	30,000	-	-	-	30,000	43%		
Library Books General Capital Purchases	59,832	25,225	83,725	-	-	-	83,725	71%		
Library Subsidy Projects	23,452	65,649	65,649	-	-	-	65,649	36%		
Local Priority Grant	25,496	51,240	62,240	-	-	-	62,240	41%		
Major Landcare Projects	132,056	46,286	171,286	-	-	-	171,286	77%		
Mbk and Dnm Indoor Sports Centre Upgrades	18,392	261,462	261,462	-	-	-	261,462	7%		
MSC Depot	55,450	-	200,000	-	-	-	200,000	28%		
Muscle Creek Nature Trail and Revegetation	139,617	140,238	140,238	-	-	-	140,238	100%		
Olympic Park Project	504,237	2,909,650	3,409,650	-	-	-	3,409,650	15%		
Performance and Convention Centre	84,392	5,581,007	6,208,018	-	-	-	6,208,018	1%		
Companion Animal Impounding Facility	1,062,626	1,206,134	1,206,134	-	-	-	1,206,134	88%		
Recreation Capital Works	457,645	364,834	859,834	-	(50,000)	2,249,301	3,059,135	15%		
Renewable Energy Target Works	-	-	250,000	-	-	-	250,000	0%		
Resources for Regions 9	12,985	-	-	-	-	974,686	974,686	1%		
STEM Equipment Replacement	2,644	-	-	-	102,500	-	102,500	3%		
Sport and Rereation Small Capital Grants	4,576	-	25,000	-	-	-	25,000	18%		
Total Planning, Community and Corporate Service:	11,744,952	21,435,361	29,341,947	1,200	405,370	3,225,092	32,973,609	36%	-	

Muswellbrook Shire Council

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Capital Costs (Incl. Loan Repayments & excl. Revenue)



	YTD Actuals	Carry Overs	Total Budget	Sep Review Change	Dec Review Change	Mar Review Change	March Review Budget	YTD % Spend	Over Budget	Comments
Roads and Drainage Projects										
Bridge St Footpath	48,124	-	64,304	-	-	-	64,304	75%		
Bridges Renewal program	39,495	42,281	42,281	-	-	-	42,281	93%		
Carpark Renewal program	-	93,143	93,143	-	(93,143)	-	-	0%		
CPTIGS - Bus Shelter	5,702	48,400	278,400	-	65,127	-	343,527	2%		
Drainage	-	300,000	615,188	-	-	-	615,188	0%		
Drainage Devices program	-	-	150,000	-	(150,000)	-	-	0%		
Drainage Channel - Lorne Street	810,485	711,573	711,573	-	100,000	-	811,573	100%		
Flood Warning Systems	-	-	50,000	-	-	-	50,000	0%		
Footpath and Cycleway Renewal program	60,356	-	150,000	-	-	-	150,000	40%		
Heavy Patching program	458,436	-	500,000	-	-	-	500,000	92%		
Resilience Works Karoola Park	-	-	-	-	-	484,174	484,174	0%		
Kerb and Gutter Replacement program	149,999	-	150,000	-	-	-	150,000	100%		
Kirk and Peberdy Bridges	-	-	80,322	-	-	-	80,322	0%		
Large Plant Items	72,755	1,170,000	1,680,000	-	-	-	1,680,000	4%		
Leachate Dam	15,185	482,980	482,980	-	-	(467,795)	15,185	100%		
LED Fire Danger Warning Signs (BSBR)	133,463	152,304	152,304	-	-	-	152,304	88%		
LISF - Roads Infrastructure Backlog	373,967	-	371,478	-	-	-	371,478	101%	(2,489)	Transactions to be reviewed
AGRN960 Natural Disaster - Hungerford	19,606	-	-	-	-	20,000	20,000	98%		
Natural Disaster - ARGN 987	330,903	-	-	410,891	-	-	410,891	81%		
Natural Disaster Event - Baerami Creek Causeway	20	-	-	689,674	-	-	689,674	0%		
New Footpath and Cycleway program	93,934	-	250,000	-	-	-	250,000	38%		
Oakleigh Bridge Replacement (BSBR)	543,986	543,988	543,988	-	-	-	543,988	100%		
Purchase of Vehicles	300,134	92,558	342,558	-	-	-	342,558	88%		
Rainbow Creek Bridge	8,858	-	-	-	294,906	-	294,906	3%		
Regional Road Renewal program	117,757	-	307,000	-	307,000	-	614,000	19%		
Resources for Regions - Mine Affected Roads	-	-	-	-	-	-	-	0%		
Resources for Regions - Round 5	3,633,262	2,425,459	2,425,459	-	701,642	743,000	3,870,101	94%		
Resources for Regions - Round 6	521,282	521,282	521,282	-	-	-	521,282	100%		
Resources for Regions- Round 7	294,185	-	-	-	1,643,461	-	1,643,461	18%		
Resources for Regions 9	2,847	-	-	-	-	1,412,582	1,412,582	0%		
Road Resealing program	835,219	92,655	892,655	-	-	-	892,655	94%		
Roads Capital Contingency	-	-	100,000	-	(100,000)	-	-	0%		
Roads to Recovery Program	-	-	577,898	-	-	-	577,898	0%		
Road Safety Program-School Zone	196,249	213,498	213,498	-	-	-	213,498	92%		
Rosebrook Bridge	650,129	1,543,391	1,543,391	-	-	-	1,543,391	42%		
Rural Road Regravelling Program	300,628	-	329,628	(29,000)	-	-	300,628	100%		
Safety Device Renewal program	61,253	73,120	193,120	-	-	-	193,120	32%		
Sandy Creek Road Curve Improvement	-	167,484	167,484	-	-	-	167,484	0%		
Transport Vehicles	128,991	52,258	152,258	-	-	-	152,258	85%		
Urban Road Renewal Program	-	-	372,000	-	(372,000)	-	-	0%		
Widden Creek Bank	274,249	223,569	223,569	50,680	-	-	274,249	100%		
Widden Creek Stabilisation Works	67,109	-	-	-	-	220,000	220,000	31%		
Widden Valley Road Pavement Rehab	-	7,211	7,211	-	-	-	7,211	0%		

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Capital Costs (Incl. Loan Repayments & excl. Revenue)



	YTD Actuals	Carry Overs	Total Budget	Sep Review Change	Dec Review Change	Mar Review Change	March Review Budget	YTD % Spend	Over Budget	Comments
Wilkinson Bridge	100,220	-	109,398	-	-	-	109,398	92%		
Yarraman Road Upgrade	15,509	-	-	-	-	200,000	200,000	8%		
Yarrawa Road (Fixing Local Roads)	1,027,798	1,027,801	1,027,801	-	-	-	1,027,801	100%		
Total Roads and Drainage	11,692,095	9,984,955	15,872,171	1,122,245	2,396,993	2,611,961	22,003,370	53%	(2,489)	
Total General Fund	23,437,047	31,420,316	45,214,118	1,123,445	2,802,363	5,837,053	54,976,979	43%	(2,489)	

Muswellbrook Shire Council

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Capital Costs (Incl. Loan Repayments & excl. Revenue)



	YTD Actuals	Carry Overs	Total Budget	Sep Review Change	Dec Review Change	Mar Review Change	March Review Budget	YTD % Spend	Over Budget	Comments
Future Fund Projects										
Donald Horne Building	103,019	-	150,000	-	58,834	-	208,834	49%		
Marketplace	3,187,295	-	3,768,747	-	(205,965)	-	3,562,782	89%		
Renewal of Existing Assets/New Acquisitions	374,211	-	657,999	-	-	-	657,999	57%		
Throsby ACT	476,666	-	520,000	-	-	-	520,000	92%		
Town Education Centre 2	573,009	580,613	580,613	-	-	-	580,613	99%		
Upgrade of Loxton House	291,920	-	275,000	-	600,000	-	875,000	33%		
Total Future Fund	5,006,120	580,613	5,952,359	-	452,869	-	6,405,228	78%	-	
Sewer Fund										
Access & Security Improvements RWTW	136,877	100,466	155,466	-	-	-	155,466	88%		
Asset Management Planning	-	-	-	-	-	-	-	0%		
Denman Treatment Plant Upgrade	-	-	-	-	-	-	-	0%		
Mains Renewal and Replacement	222,937	-	589,431	(288,452)	-	-	300,979	74%		
Operations Contingency Project	97,655	-	150,000	-	-	-	150,000	65%		
Sewer Plant and Equipment	-	-	-	-	-	-	-	0%		
Solar Array	50,164	-	1,800,000	-	-	-	1,800,000	3%		
System Plant Asset Renewals	323,590	-	650,000	-	-	-	650,000	50%		
Transportation System Improvement	40,111	81,939	81,939	-	-	-	81,939	49%		
Loan - Sewer RWTW	531,249	-	651,553	-	-	-	651,553	82%		
Skellatar Main	45,384	-	91,957	-	-	-	91,957	49%		
Total Sewer Fund	1,447,967	182,405	4,170,346	(288,452)	-	-	3,881,894	37%	-	

Muswellbrook Shire Council

Financial Report - May 2023
Capital Costs (Incl. Loan Repayments & excl. Revenue)



	YTD Actuals	Carry Overs	Total Budget	Sep Review Change	Dec Review Change	Mar Review Change	March Review Budget	YTD % Spend	Over Budget	Comments
Water Fund										
Asbestos, Earthworks, Security	149,027	-	155,000	-	-	-	155,000	96%		
Laboratory Equipment	-	-	-	-	-	-	-	0%		
Mains Renewal and Replacement	741,325	448,278	748,278	-	-	-	748,278	99%		
Office Upgrade	-	-	-	-	-	-	-	0%		
Operations Contingency Project	117,283	-	117,686	-	-	-	117,686	100%		
Replacement of Water Meters program	46,396	-	65,000	-	-	-	65,000	71%		
Sandy Hollow Augmentation	25,532	-	25,427	-	-	-	25,427	100%	(105)	Transactions to be reviewed
Denman-Sandy Hollow Pipeline	72,488	-	-	-	-	1,500,000	1,500,000	5%		
South Muswellbrook Reservoir	218,917	-	350,197	-	-	-	350,197	63%		
System Plant Asset Renewals	596,104	191,376	891,376	(100,000)	-	-	791,376	75%		
Upgrade Fluoride Dosing System WTP	48,726	346,461	346,461	-	-	-	346,461	14%		
Vehicle Replacement	-	-	-	-	-	-	-	0%		
Vehicle-Equipment Replacement	76,707	78,684	78,684	-	-	-	78,684	97%		
Water Fund Environmental Grants	-	-	-	-	-	-	-	0%		
Water Stop Valve Replacement	204,722	35,627	285,627	(81,013)	-	-	204,614	100%	(108)	Transactions to be reviewed
Total Water Fund	2,297,227	1,100,426	3,063,736	(181,013)	-	1,500,000	4,382,723	52%	(213)	
Consolidated Total	32,188,361	33,283,760	58,400,559	653,980	3,255,232	7,337,053	69,646,824	46%	(2,702)	

Details of Current Council Loans



Balance at 30/06/2021	Payment Type	2019/20 Repayments	2020/21 Repayments	2021/22 Repayments	2022/23 Repayments	2023/24 Repayments	2024/25 Repayments	2025/26 Repayments	2026/27 Repayments	2027/28 Repayments	2028/29 Repayments	2029/30 Repayments	2030/31 Repayments
Water Fund													
\$1,007,297	Principal	\$310,206	\$330,160	\$351,400	\$375,624	\$280,273	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest	\$87,745	\$67,791	\$46,551	\$23,815	\$4,977	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total	\$397,951	\$397,951	\$397,951	\$399,439	\$285,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund													
\$15,619,999	Principal	\$642,256	\$677,873	\$710,385	\$743,509	\$778,430	\$816,997	\$856,300	\$780,502	\$815,416	\$850,535	\$886,347	\$922,883
	Interest	\$761,835	\$726,218	\$693,706	\$660,582	\$625,661	\$587,094	\$549,281	\$509,827	\$474,913	\$439,794	\$403,982	\$367,446
	Total	\$1,404,091	\$1,404,091	\$1,404,091	\$1,404,091	\$1,404,091	\$1,404,091	\$1,405,581	\$1,290,329	\$1,290,329	\$1,290,329	\$1,290,329	\$1,290,329
General Fund													
\$7,033,329	Principal	\$592,931	\$614,941	\$715,625	\$747,212	\$589,049	\$398,903	\$411,895	\$425,955	\$440,494	\$455,537	\$471,112	\$400,583
	Interest	\$226,943	\$245,540	\$233,183	\$201,596	\$160,992	\$145,179	\$147,540	\$133,362	\$118,758	\$103,536	\$87,667	\$59,397
	Total	\$819,874	\$860,481	\$948,808	\$948,808	\$750,041	\$544,083	\$559,435	\$559,318	\$559,252	\$559,073	\$558,780	\$459,980
Future Fund													
\$45,600,163	Principal	\$4,822,070	\$5,116,650	\$5,447,178	\$4,270,338	\$3,546,155	\$3,608,444	\$3,699,073	\$3,788,145	\$2,781,513	\$2,095,246	\$1,306,313	\$1,010,380
	Interest	\$1,196,886	\$964,183	\$839,494	\$994,087	\$999,404	\$955,814	\$892,420	\$798,502	\$442,438	\$380,663	\$336,230	\$270,629
	Total	\$6,018,956	\$6,080,833	\$6,286,672	\$5,264,425	\$4,545,559	\$4,564,258	\$4,591,493	\$4,586,647	\$3,223,952	\$2,475,910	\$1,642,544	\$1,281,009
\$69,260,789		\$8,640,872	\$8,743,355	\$9,037,522	\$8,016,763	\$6,984,940	\$6,512,431	\$6,556,509	\$6,436,294	\$5,073,533	\$4,325,312	\$3,491,652	\$3,031,318

Purpose	Original Amount	Interest Rate	Balance at 1/7/2022	2022/23 Principal Repayments	2022/23 Interest Repayments	2022/23 Total Payments	Year of Final Payment	Notes (If any)
Water - South Muswellbrook Reservoir	\$1,100,000	6.03%	\$91,947	\$91,947	\$1,109	\$93,056	2022/23	
Water - Sandy Hollow Augmentation	\$300,000	6.09%	\$25,427	\$25,426	\$325	\$25,751	2022/23	
Water - South Muswellbrook Reservoir	\$3,200,000	6.61%	\$538,522	\$258,250	\$22,382	\$280,632	2023/24	
Sewer - Mains and Pump Stations	\$1,300,000	6.50%	\$406,758	\$91,957	\$21,805	\$113,762	2025/26	
General - Widden Bridge	\$1,750,000	6.00%	\$1,159,354	\$80,322	\$65,744	\$146,066	2034/35	
General - Smiths Bridge	\$1,573,967	4.28%	\$1,180,412	\$64,304	\$48,194	\$112,498	2024/25	
General - Roads Infrastructure Backlog	\$3,000,000	5.90%	\$573,423	\$371,478	\$33,832	\$405,310	2023/24	LIFS interest rate subsidy applies
General - Olympic Park Bridge	\$1,785,000	1.45%	\$1,641,582	\$109,398	\$23,093	\$132,491	2025/26	
Future Fund	\$3,300,000	1.60%	\$2,970,000	\$165,000	\$46,310	\$211,310	2024/25	
Future Fund - Seven Hills, Campbell's Corn	\$7,980,502	4.35%	\$7,980,502	\$672,758	\$339,944	\$1,012,702	2026/27	
Future Fund - Muswellbrook Marketplace	\$13,276,500	1.20%	\$12,200,896	\$625,546	\$143,216	\$768,762	2023/24	
Future Fund - Muswellbrook Marketplace	\$5,000,000	3.43%	\$739,277	\$739,277	\$12,582	\$751,859	2022/23	
Future Fund - Muswellbrook Marketplace	\$12,500,000	2.34%	\$9,285,643	\$1,338,923	\$209,160	\$1,548,083	2024/25	
Future Fund - Donald Horne building	\$2,500,000	4.80%	\$2,500,000	\$208,834	\$117,534	\$326,368	2026/27	
Sewer - Sewer Treatment Plant	\$7,000,000	4.49%	\$6,074,062	\$263,628	\$267,344	\$530,972	2038/39	
Sewer - Sewer Treatment Plant	\$10,000,000	4.50%	\$8,428,794	\$387,925	\$371,432	\$759,357	2037/38	
Aquatic Centre	\$2,000,000	4.30%	\$1,762,933	\$121,711	\$30,732	\$152,443	2024/25	
Throsby ACT	\$7,800,000	1.86%	\$6,976,667	\$520,000	\$125,341	\$645,341	2025/26	
TOTAL	\$85,365,969		\$64,536,199	\$6,136,684	\$1,880,079	\$8,016,763		

Reserves

		2022/2023 Original Budget		Carryovers	September 2023 Review		December 2023 Review		Projected Balance 30 June 2023
		Transfer to	Transfer From	Transfer From	Transfer to	Transfer From	Transfer to	Transfer From	
	\$'000's								
Externally Restricted									
General Fund									
Developer Contributions	1,299			(242)					1,057
Domestic Waste	881								881
Unexpended Grants (G)	4,098			(3,419)					679
Unexpended Loan	1,684			(1,684)					-
VPAs	3,725			(2,256)					1,469
General Fund Total	11,687			(7,601)					4,086
Water Fund									
Developer Contributions	7,671								7,671
Water	5,092			(1,100)					3,992
Water Fund Total	12,763			(1,100)					11,663
Sewer Fund									
Developer Contributions	3,520		(1,800)						1,720
Sewer	1,475			(182)	-				1,293
Sewer Fund Total	4,995		(1,800)	(182)	-				3,013
Externally Restricted Total	29,445		(1,800)	(8,883)	-				18,762

Reserves

		2022/2023 Original Budget		Carryovers	September 2023 Review		December 2023 Review		Projected Balance 30 June 2023
\$'000's	Balance as at 1 July 2022	Transfer to	Transfer From	Transfer From	Transfer to	Transfer From	Transfer to	Transfer From	
Internally Restricted									
Future Fund									
Future Fund	1,118								1,118
Future Fund Total	1,118								1,118
General Fund									
Asset Replacement	2,497			(417)					2,080
Carryover Works	2,917			(2,717)					200
Deposits, Retentions and Bonds	4,450								4,450
Drainage	143								143
Economic Development	1,910		(1,196)						714
Employee Leave Entitlements	1,132								1,132
Financial Assistance Grant	3,115		(3,115)						-
Insurances	33								33
Mine Affected Roads	2,353								2,353
Natural Disaster - Flood	1,000								1,000
Other	286			(114)					172
Other Legal	1,050								1,050
Plant Replacement	2,404		(350)	(793)					1,261
Projects							430		430
Renewable Energy							113		113
Risk Management	78								78
SRV	1,578			(820)					758
Stormwater	1,030								1,030
Waste Management	6,525	1,251		(1,125)					6,651
General Fund Total	32,501	1,251	(4,661)	(5,986)			543		23,648
Internally Restricted Total	33,619	1,251	(4,661)	(5,986)			543		24,766
Unrestricted									
General Fund									
Unrestricted	24								24
General Fund Total	24								24
Unrestricted Total	24								24
Total	63,088	1,251	(6,461)	(14,869)	-		543		43,552

Debtor Balances as at 31 May 2023

Account	120 days	90 days	60 days	30 days	Current	Balance
Waste Depot Charges	\$26,054	\$14,468	\$14,188	\$11,719	\$157,089	\$223,518
Inspection Fees	\$13,209	\$0	\$1,530	\$1,430	\$4,765	\$20,933
Sam Adams College Rent	\$0	\$41	\$0	\$16,875	\$0	\$16,916
Council Properties - Future Fund *	\$97,751	\$0	\$35,004	\$52,210	\$146,429	\$331,394
Council Properties - Marketplace *	\$443,275	\$17,298	\$22,477	\$63,529	\$128,027	\$674,606
Council Properties - Education Fund	\$0	\$0	\$2,482	\$0	\$19,514	\$21,995
Recreation	\$0	\$17,685	\$854	\$0	\$10,291	\$28,830
Sundries**	\$847,149	\$43,714	\$141,632	\$679,395	\$1,609,055	\$3,320,942
Water Tanker Sales	\$18,663	\$347	\$22,330	\$168	\$23,727	\$65,234
Trade Waste Charges	\$342	\$0	\$0	\$0	\$0	\$342
Muswellbrook Sewer	\$269,269	\$0	\$28,304	\$0	\$28,634	\$326,206
GST Tax Debtor	\$0	\$0	\$0	\$0	\$3,484	\$3,484
TOTAL	\$1,715,712	\$93,552	\$268,800	\$825,325	\$2,131,014	\$5,034,401

* Balances include rent deferrals due to COVID, and other commercial receivables currently with debt recovery/legal services.

** Includes \$904k in VPA invoices and \$2.137M in Grant Funding.

**10.4.11. Report on Investments held as at 31 May 2023**

Attachments:	<ol style="list-style-type: none">1. Portfolio Valuation Report - 31 May 2023 [10.4.11.1 - 5 pages]2. Trading Limit Report - 31 May 2023 [10.4.11.2 - 8 pages]
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Responsible Officer: Derek Finnigan - General Manager

Author: Mandy Fitzgerald (Senior Financial Accountant)

Community Plan Issue: 6 - *Community Leadership*

Community Plan Goal: 24.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

Community Plan Strategy: 6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To present the list of financial investments currently held by Council in accordance with the Regulation.

OFFICER'S RECOMMENDATION

Council NOTES Council's Investments as at 31 May 2023.

Moved: _____ **Seconded:** _____

REPORT

Clause 212 (1) of the Local Government (General) Regulation 2005, requires details of funds invested, as at the end of the preceding month, to be reported to an ordinary meeting of Council.

Funds invested under Section 625 of the Local Government Act, as at 31 May 2023, are shown in the attachments.

COMMENT:

As at 31 May 2023, Council held \$69.44M in cash and investments with a weighted running yield of 3.64%.

The Responsible Accounting Officer certifies that the investments listed have been made in accordance with the Act, the Regulations, and Council's Investment Policy. This includes investments that have been made in accordance with Minister's Orders that have been subsequently amended. "Grandfathering" provisions still allow the holding of these investments. A detailed list of investments is attached.

Fixed Interest Security	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
At Call Deposit										
Westpac Bus Prem At Call		8,194,189.73	1.00000000	8,194,189.73	100.000	0.000	8,194,189.73	11.66%	0.34%	
Westpac Muswellbrook Trading Acct At Call		100,000.00	1.00000000	100,000.00	100.000	0.000	100,000.00	0.14%	0.34%	
		8,294,189.73		8,294,189.73			8,294,189.73	11.80%		0.34%
Fixed Rate Bond										
BENAU 1.7 06 Sep 2024 Fixed	AU3CB0266377	2,500,000.00	1.00000000	2,500,000.00	96.153	0.397	2,413,750.00	3.43%	1.68%	
NTTC 1.1 15 Dec 2025 - Issued 31 August 2021 - Muswellbrook Council Fixed		2,000,000.00	1.00000000	2,000,000.00	100.000	0.503	2,010,060.00	2.86%	1.10%	
NTTC 1.1 15 Dec 2025 - Issued 6 September 2021 - Muswellbrook Council Fixed		1,500,000.00	1.00000000	1,500,000.00	100.000	0.503	1,507,545.00	2.15%	1.10%	
SunBank 1.85 30 Jul 2024 Fixed	AU3CB0265403	2,000,000.00	1.00000000	2,000,000.00	96.719	0.618	1,946,740.00	2.77%	1.80%	
		8,000,000.00		8,000,000.00			7,878,095.00	11.21%		1.46%
Floating Rate Note										
Auswide 0.6 22 Mar 2024 FRN	AU3FN0059317	1,500,000.00	1.00000000	1,500,000.00	99.874	0.822	1,510,440.00	2.15%	4.29%	
Auswide 1.5 07 Nov 2025 FRN	AU3FN0073037	1,000,000.00	1.00000000	1,000,000.00	100.466	0.339	1,008,050.00	1.43%	5.38%	
Auswide 1.5 17 Mar 2026 FRN	AU3FN0076352	2,000,000.00	1.00000000	2,000,000.00	100.131	1.066	2,023,940.00	2.88%	5.19%	
BOQ 1.03 18 Jul 2024 FRN	AU3FN0049094	1,000,000.00	1.00000000	1,000,000.00	100.132	0.553	1,006,850.00	1.43%	4.68%	
BOQ 1.1 30 Oct 2024 FRN	AU3FN0051272	500,000.00	1.00000000	500,000.00	100.190	0.432	503,110.00	0.72%	4.77%	
MACQ 0.48 09 Dec 2025 FRN	AU3FN0057709	3,000,000.00	1.00000000	3,000,000.00	99.164	0.936	3,003,000.00	4.27%	4.12%	
MYS 0.65 16 Jun 2025 FRN	AU3FN0061024	3,000,000.00	1.00000000	3,000,000.00	99.149	0.898	3,001,410.00	4.27%	4.31%	
NAB 0.93 26 Sep 2023 FRN	AU3FN0044996	2,000,000.00	1.00000000	2,000,000.00	100.178	0.824	2,020,040.00	2.87%	4.65%	
NPBS 1.12 04 Feb 2025 FRN	AU3FN0052627	5,500,000.00	1.00000000	5,500,000.00	99.813	0.369	5,510,010.00	7.84%	4.99%	
Qld Police 0.75 22 Mar 2024 FRN	AU3FN0059416	1,500,000.00	1.00000000	1,500,000.00	99.807	0.851	1,509,870.00	2.15%	4.44%	
Qld Police 1.75 06 Dec 2025 FRN	AU3FN0073979	2,000,000.00	1.00000000	2,000,000.00	100.182	1.268	2,029,000.00	2.89%	5.38%	
UBS Aust 0.87 30 Jul 2025 FRN	AU3FN0055307	1,650,000.00	1.00000000	1,650,000.00	99.564	0.411	1,649,587.50	2.35%	4.48%	
		24,650,000.00		24,650,000.00			24,775,307.50	35.26%		4.72%
Term Deposit										

Fixed Interest Security	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
AMP 4.2 15 Jun 2023 365DAY TD		4,000,000.00	1.00000000	4,000,000.00	100.000	4.027	4,161,095.88	5.92%	4.20%	
AMP 4.45 21 Jul 2023 365DAY TD		1,250,000.00	1.00000000	1,250,000.00	100.000	3.828	1,297,852.74	1.85%	4.45%	
AMP 4.55 30 Nov 2023 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	2.269	1,022,687.67	1.46%	4.55%	
AUBANK 4.2 01 Aug 2023 386DAY TD		5,000,000.00	1.00000000	5,000,000.00	100.000	3.728	5,186,410.95	7.38%	4.20%	
BOQ 4 21 Jul 2023 365DAY TD		1,250,000.00	1.00000000	1,250,000.00	100.000	3.441	1,293,013.70	1.84%	4.00%	
BVIC 4.6 11 Oct 2023 273DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	1.764	2,035,287.68	2.90%	4.60%	
BVIC 4.65 11 Jan 2024 365DAY TD		4,000,000.00	1.00000000	4,000,000.00	100.000	1.784	4,071,342.48	5.79%	4.65%	
BBA 4.5 12 Jul 2023 182DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	1.726	2,034,520.54	2.90%	4.50%	
JUDO 4.25 10 Jan 2024 457DAY TD		4,000,000.00	1.00000000	4,000,000.00	100.000	2.713	4,108,520.56	5.85%	4.25%	
NAB 4.05 13 Sep 2023 365DAY TD		4,000,000.00	1.00000000	4,000,000.00	100.000	2.885	4,115,397.28	5.86%	4.05%	
		28,500,000.00		28,500,000.00			29,326,129.48	41.73%		4.31%
Fixed Interest Total		69,444,189.73		69,444,189.73			70,273,721.71	100.00%		3.64%

Section 2: FI Portfolio Valuation With Associated Latest Deal Information

Fixed Interest Security	ISIN	Latest FI Deal Settlement Date	WAL / Maturity Date Interim	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Market Value	% Total Value	Latest FI Deal Code	Notes of Latest FI Deal
At Call Deposit												
Westpac Bus Prem At Call		31 May 2023	31 Dec 2020	8,194,189.73	1.00000000	8,194,189.73	100.000	0.000	8,194,189.73	11.66%	LC169482	
Westpac Muswellbrook Trading Acct At Call		31 Oct 2018	31 Dec 2020	100,000.00	1.00000000	100,000.00	100.000	0.000	100,000.00	0.14%	LC64506	
				8,294,189.73		8,294,189.73			8,294,189.73	11.80%		
Fixed Rate Bond												
BENAU 1.7 06 Sep 2024 Fixed	AU3CB0266377	9 Jun 2020	6 Sep 2024	2,500,000.00	1.00000000	2,500,000.00	96.153	0.397	2,413,750.00	3.43%	LC88979	
NTTC 1.1 15 Dec 2025 - Issued 31 August 2021 - Muswellbrook Council Fixed		31 Aug 2021	15 Dec 2025	2,000,000.00	1.00000000	2,000,000.00	100.000	0.503	2,010,060.00	2.86%	LC111825	
NTTC 1.1 15 Dec 2025 - Issued 6 September 2021 - Muswellbrook Council Fixed		6 Sep 2021	15 Dec 2025	1,500,000.00	1.00000000	1,500,000.00	100.000	0.503	1,507,545.00	2.15%	LC112238	
SunBank 1.85 30 Jul 2024 Fixed	AU3CB0265403	29 Sep 2021	30 Jul 2024	2,000,000.00	1.00000000	2,000,000.00	96.719	0.618	1,946,740.00	2.77%	LC112956	
				8,000,000.00		8,000,000.00			7,878,095.00	11.21%		
Floating Rate Note												
Auswide 0.6 22 Mar 2024 FRN	AU3FN0059317	22 Mar 2021	22 Mar 2024	1,500,000.00	1.00000000	1,500,000.00	99.874	0.822	1,510,440.00	2.15%	LC103798	
Auswide 1.5 07 Nov 2025 FRN	AU3FN0073037	7 Nov 2022	7 Nov 2025	1,000,000.00	1.00000000	1,000,000.00	100.466	0.339	1,008,050.00	1.43%	LC156236	
Auswide 1.5 17 Mar 2026 FRN	AU3FN0076352	17 Mar 2023	17 Mar 2026	2,000,000.00	1.00000000	2,000,000.00	100.131	1.066	2,023,940.00	2.88%	LC164286	
BOQ 1.03 18 Jul 2024 FRN	AU3FN0049094	18 Jul 2019	18 Jul 2024	1,000,000.00	1.00000000	1,000,000.00	100.132	0.553	1,006,850.00	1.43%	LC74377	
BOQ 1.1 30 Oct 2024 FRN	AU3FN0051272	2 Jun 2020	30 Oct 2024	500,000.00	1.00000000	500,000.00	100.190	0.432	503,110.00	0.72%	LX88585	
MACQ 0.48 09 Dec 2025 FRN	AU3FN0057709	8 Mar 2021	9 Dec 2025	3,000,000.00	1.00000000	3,000,000.00	99.164	0.936	3,003,000.00	4.27%	LC103387	
MYS 0.65 16 Jun 2025 FRN	AU3FN0061024	16 Jun 2021	16 Jun 2025	3,000,000.00	1.00000000	3,000,000.00	99.149	0.898	3,001,410.00	4.27%	LC107737	
NAB 0.93 26 Sep 2023 FRN	AU3FN0044996	18 Mar 2020	26 Sep 2023	2,000,000.00	1.00000000	2,000,000.00	100.178	0.824	2,020,040.00	2.87%	LX84919	
NPBS 1.12 04 Feb 2025 FRN	AU3FN0052627	12 Oct 2022	4 Feb 2025	5,500,000.00	1.00000000	5,500,000.00	99.813	0.369	5,510,010.00	7.84%	LC155163	
Qld Police 0.75 22 Mar 2024 FRN	AU3FN0059416	22 Mar 2021	22 Mar 2024	1,500,000.00	1.00000000	1,500,000.00	99.807	0.851	1,509,870.00	2.15%	LC103942	
Qld Police 1.75 06 Dec 2025 FRN	AU3FN0073979	6 Dec 2022	6 Dec 2025	2,000,000.00	1.00000000	2,000,000.00	100.182	1.268	2,029,000.00	2.89%	LC157907	
UBS Aust 0.87 30 Jul 2025 FRN	AU3FN0055307	10 Mar 2021	30 Jul 2025	1,650,000.00	1.00000000	1,650,000.00	99.564	0.411	1,649,587.50	2.35%	LC103504	
				24,650,000.00		24,650,000.00			24,775,307.50	35.26%		
Term Deposit												
AMP 4.2 15 Jun 2023 365DAY TD		15 Jun 2022	15 Jun 2023	4,000,000.00	1.00000000	4,000,000.00	100.000	4.027	4,161,095.88	5.92%	LC145780	
AMP 4.45 21 Jul 2023 365DAY TD		21 Jul 2022	21 Jul 2023	1,250,000.00	1.00000000	1,250,000.00	100.000	3.828	1,297,852.74	1.85%	LC147777	
AMP 4.55 30 Nov 2023 365DAY TD		30 Nov 2022	30 Nov 2023	1,000,000.00	1.00000000	1,000,000.00	100.000	2.269	1,022,687.67	1.46%	LC158134	
AUBANK 4.2 01 Aug 2023 386DAY TD		11 Jul 2022	1 Aug 2023	5,000,000.00	1.00000000	5,000,000.00	100.000	3.728	5,186,410.95	7.38%	LC147411	
BOQ 4 21 Jul 2023 365DAY TD		21 Jul 2022	21 Jul 2023	1,250,000.00	1.00000000	1,250,000.00	100.000	3.441	1,293,013.70	1.84%	LX147775	
BVIC 4.6 11 Oct 2023 273DAY TD		11 Jan 2023	11 Oct 2023	2,000,000.00	1.00000000	2,000,000.00	100.000	1.764	2,035,287.68	2.90%	LC159958	
BVIC 4.65 11 Jan 2024 365DAY TD		11 Jan 2023	11 Jan 2024	4,000,000.00	1.00000000	4,000,000.00	100.000	1.784	4,071,342.48	5.79%	LC159887	
BBA 4.5 12 Jul 2023 182DAY TD		11 Jan 2023	12 Jul 2023	2,000,000.00	1.00000000	2,000,000.00	100.000	1.726	2,034,520.54	2.90%	LC159977	
JUDO 4.25 10 Jan 2024 457DAY TD		10 Oct 2022	10 Jan 2024	4,000,000.00	1.00000000	4,000,000.00	100.000	2.713	4,108,520.56	5.85%	LC155160	

Fixed Interest Security	ISIN	Latest FI Deal Settlement Date	WAL / Maturity Date Interim	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Market Value	% Latest Total FI Deal Value	Latest FI Deal Code	Notes of Latest FI Deal
NAB 4.05 13 Sep 2023 365DAY TD		13 Sep 2022	13 Sep 2023	4,000,000.00	1.00000000	4,000,000.00	100.000	2.885	4,115,397.28	5.86%	LX153816	
				28,500,000.00		28,500,000.00			29,326,129.48	41.73%		
Fixed Interest Total				69,444,189.73		69,444,189.73			70,273,721.71	100.00%		

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BRISBANE OFFICE: LEVEL 15 CENTRAL PLAZA 1, 345 QUEEN STREET, BRISBANE QLD, 4000 T 61 7 3123 5370

Report Code: TBSBP100EXT-01.17
Report Description: Portfolio Valuation As At Date
Parameters:
Term Deposit Interest Included
Cash Excluded
Settlement Date-Based Balances

1 Issuer Trading Limits

Issuer	Issuer Rating Group (Long Term)	Issuer Parent	Already Traded (with Issuer Group) Face Value Notional	Limit For Book or Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
AMP Bank Ltd	BBB+ to BBB-		6,250,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	90.00	10.00	694,419	0.00	0
ANZ Banking Group Ltd	AA+ to AA-		0.00	Book	30.00	% of 69,444,189.73	20,833,256.92	0.00	100.00	20,833,257	0.00	0
Australian Unity Bank	BBB+ to BBB-		5,000,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	72.00	28.00	1,944,419	0.00	0
Auswide Bank Limited	BBB+ to BBB-		4,500,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	65.00	35.00	2,444,419	0.00	0
Bank of Melbourne	AA+ to AA-	Westpac Banking Corporation Ltd	8,294,189.73	Book	30.00	% of 69,444,189.73	20,833,256.92	40.00	60.00	12,539,067	0.00	0
Bank of Queensland Ltd	A+ to A-		2,750,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	40.00	60.00	4,194,419	0.00	0
BankSA	AA+ to AA-	Westpac Banking Corporation Ltd	8,294,189.73	Book	30.00	% of 69,444,189.73	20,833,256.92	40.00	60.00	12,539,067	0.00	0
BankVic	BBB+ to BBB-		6,000,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	86.00	14.00	944,419	0.00	0
BankWest Ltd	AA+ to AA-	Commonwealth Bank of Australia Ltd	0.00	Book	30.00	% of 69,444,189.73	20,833,256.92	0.00	100.00	20,833,257	0.00	0
Bendigo & Adelaide Bank Ltd	A+ to A-		2,500,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	36.00	64.00	4,444,419	0.00	0
Beyond Bank Australia Ltd	BBB+ to BBB-		2,000,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	29.00	71.00	4,944,419	0.00	0
Commonwealth Bank of Australia Ltd	AA+ to AA-		0.00	Book	30.00	% of 69,444,189.73	20,833,256.92	0.00	100.00	20,833,257	0.00	0
Credit Suisse Sydney	BBB+ to BBB-		0.00	Book	20.00	% of 69,444,189.73	13,888,837.95	0.00	100.00	13,888,838	0.00	0
Credit Union Australia Ltd t/as Great Southern Bank	BBB+ to BBB-		0.00	Book	10.00	% of 69,444,189.73	6,944,418.97	0.00	100.00	6,944,419	0.00	0
Greater Bank - a division of Newcastle Greater Mutual Group Limited	BBB+ to BBB-	Newcastle Greater Mutual Group Ltd	5,500,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	79.00	21.00	1,444,419	0.00	0
Heritage and People's Choice Limited	BBB+ to BBB-		0.00	Book	10.00	% of 69,444,189.73	6,944,418.97	0.00	100.00	6,944,419	0.00	0
ING Bank Australia Limited	A+ to A-		0.00	Book	10.00	% of 69,444,189.73	6,944,418.97	0.00	100.00	6,944,419	0.00	0
Investec Bank Australia Limited	A+ to A-		0.00	Book	10.00	% of 69,444,189.73	6,944,418.97	0.00	100.00	6,944,419	0.00	0
Judo Bank	BBB+ to BBB-		4,000,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	58.00	42.00	2,944,419	0.00	0
Macquarie Bank	A+ to A-		3,000,000.00	Book	20.00	% of 69,444,189.73	13,888,837.95	22.00	78.00	10,888,838	0.00	0
ME Bank - a division of Bank of Queensland Ltd	A+ to A-	Bank of Queensland Ltd	2,750,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	40.00	60.00	4,194,419	0.00	0
Members Banking Group Limited t/as RACQ Bank	BBB+ to BBB-		0.00	Book	10.00	% of 69,444,189.73	6,944,418.97	0.00	100.00	6,944,419	0.00	0
MyState Bank Ltd	BBB+ to BBB-		3,000,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	43.00	57.00	3,944,419	0.00	0
National Australia Bank Ltd	AA+ to AA-		6,000,000.00	Book	30.00	% of 69,444,189.73	20,833,256.92	29.00	71.00	14,833,257	0.00	0
Newcastle Greater Mutual Group Ltd	BBB+ to BBB-		5,500,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	79.00	21.00	1,444,419	0.00	0
Northern Territory Treasury Corporation	AA+ to AA-		3,500,000.00	Book	30.00	% of 69,444,189.73	20,833,256.92	17.00	83.00	17,333,257	0.00	0
NSW Treasury Corporation	AA+ to AA-		0.00	Book	100.00	% of 69,444,189.73	69,444,189.73	0.00	100.00	69,444,190	0.00	0
P&N Bank Ltd	BBB+ to BBB-		0.00	Book	10.00	% of 69,444,189.73	6,944,418.97	0.00	100.00	6,944,419	0.00	0
QPCU LTD t/a QBANK	BBB+ to BBB-		3,500,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	50.00	50.00	3,444,419	0.00	0
Rabobank Australia Ltd	A+ to A-		0.00	Book	20.00	% of 69,444,189.73	13,888,837.95	0.00	100.00	13,888,838	0.00	0

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1 Issuer Trading Limits

Issuer	Issuer Rating Group (Long Term)	Issuer Parent	Already Traded (with Issuer Group) Face Value Notional	Limit For Book or Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
Rabobank Nederland Australia Branch	A+ to A-		0.00	Book	20.00	% of 69,444,189.73	13,888,837.95	0.00	100.00	13,888,838	0.00	0
Royal Bank of Scotland	A+ to A-		0.00	Book	5.00	% of 69,444,189.73	3,472,209.49	0.00	100.00	3,472,209	0.00	0
Rural Bank Ltd	A+ to A-	Bendigo & Adelaide Bank Ltd	2,500,000.00	Book	10.00	% of 69,444,189.73	6,944,418.97	36.00	64.00	4,444,419	0.00	0
St George Bank Limited	AA+ to AA-	Westpac Banking Corporation Ltd	8,294,189.73	Book	30.00	% of 69,444,189.73	20,833,256.92	40.00	60.00	12,539,067	0.00	0
Suncorp-Metway Ltd	A+ to A-		2,000,000.00	Book	20.00	% of 69,444,189.73	13,888,837.95	14.00	86.00	11,888,838	0.00	0
UBS Australia Ltd	AA+ to AA-		1,650,000.00	Book	20.00	% of 69,444,189.73	13,888,837.95	12.00	88.00	12,238,838	0.00	0
Westpac Banking Corporation Ltd	AA+ to AA-		8,294,189.73	Book	30.00	% of 69,444,189.73	20,833,256.92	40.00	60.00	12,539,067	0.00	0
			105,076,758.92				482,637,118.62			377,560,360		0
			(Excluding Parent Group Duplicates)									
			69,444,189.73									

2 Security Rating Group Trading Limits

Security Rating Group	Already Traded Face Value Notional	Limit For Book or Trading Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
AAA	0.00	Book	100.00	% of 69,444,189.73	69,444,189.73	0.00	100.00	69,444,190	0.00	0
AA+ to AA-	3,500,000.00	Book	100.00	% of 69,444,189.73	69,444,189.73	5.00	95.00	65,944,190	0.00	0
A+ to A-	10,650,000.00	Book	70.00	% of 69,444,189.73	48,610,932.81	22.00	78.00	37,960,933	0.00	0
A1+	14,294,189.73	Book	100.00	% of 69,444,189.73	69,444,189.73	21.00	79.00	55,150,000	0.00	0
A1	0.00	Book	100.00	% of 69,444,189.73	69,444,189.73	0.00	100.00	69,444,190	0.00	0
A2	22,000,000.00	Book	70.00	% of 69,444,189.73	48,610,932.81	45.00	55.00	26,610,933	0.00	0
A3	5,500,000.00	Book	60.00	% of 69,444,189.73	41,666,513.84	13.00	87.00	36,166,514	0.00	0
BBB+ to BBB-	13,500,000.00	Book	60.00	% of 69,444,189.73	41,666,513.84	32.00	68.00	28,166,514	0.00	0
	69,444,189.73				458,331,652.22			388,887,464		0

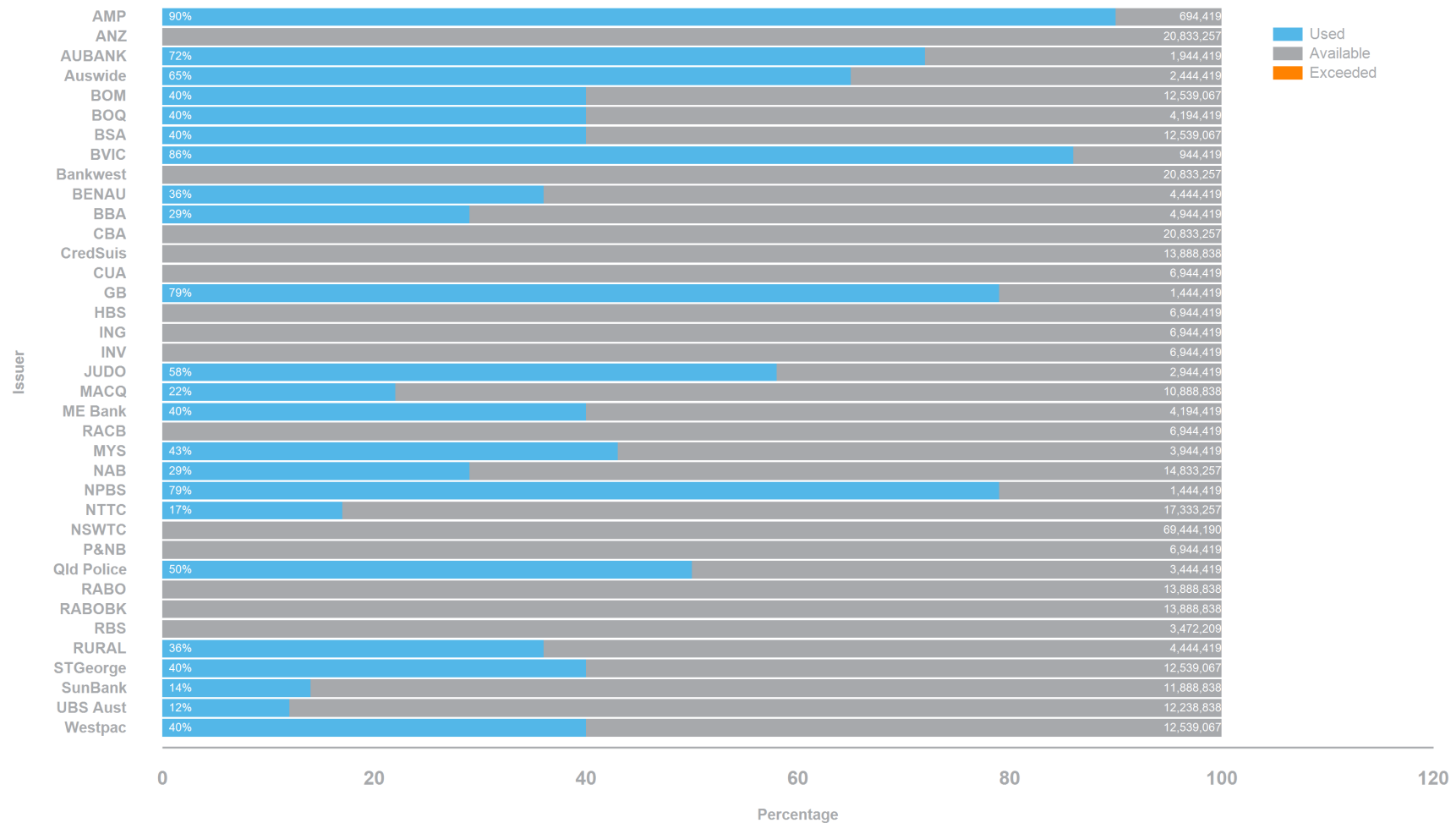
Notes

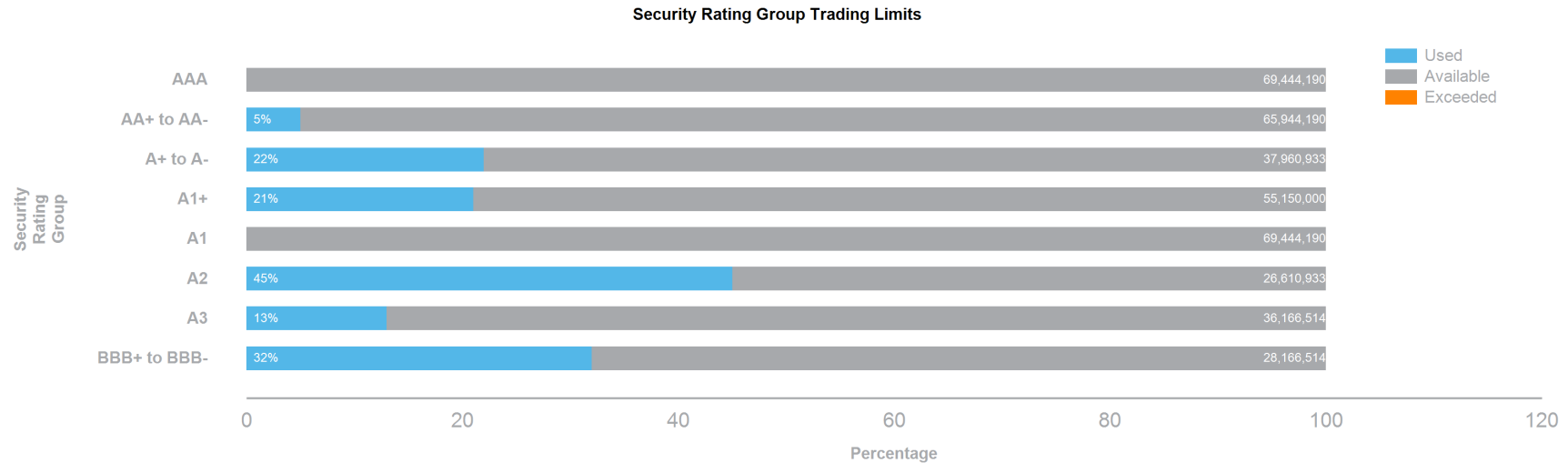
1. In instances where long securities have a term remaining which is less than 365 days, the issuer's short term rating is used instead of the security's (presumably long term) rating.

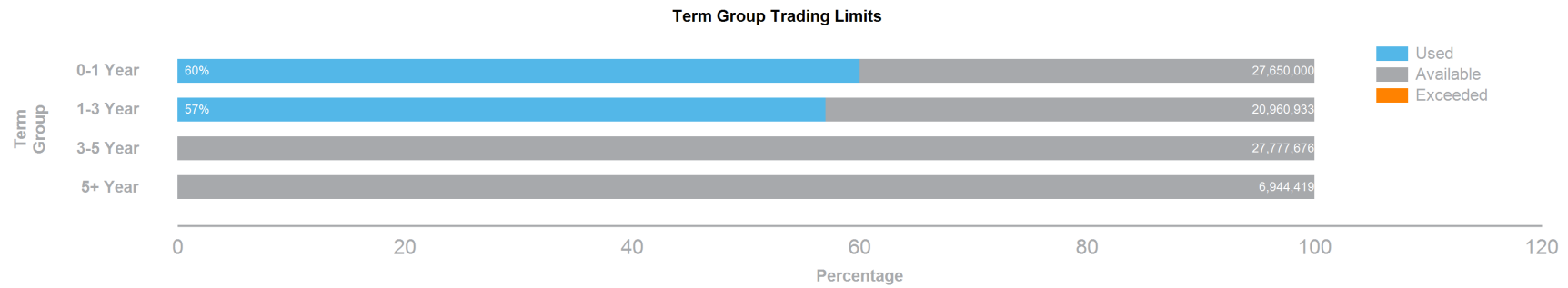
3 Term Group Trading Limits

Term Group	Already Traded Face Value Notional	Limit For Book or Trading Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
0-1 Year	41,794,189.73	Book	100.00	% of 69,444,189.73	69,444,189.73	60.00	40.00	27,650,000	0.00	0
1-3 Year	27,650,000.00	Book	70.00	% of 69,444,189.73	48,610,932.81	57.00	43.00	20,960,933	0.00	0
3-5 Year	0.00	Book	40.00	% of 69,444,189.73	27,777,675.89	0.00	100.00	27,777,676	0.00	0
5+ Year	0.00	Book	10.00	% of 69,444,189.73	6,944,418.97	0.00	100.00	6,944,419	0.00	0
	69,444,189.73				152,777,217.41			83,333,028		0

Issuer Trading Limits







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Report Code: TBSBP125EXT-00.16
Report Description: Trading Limit Performance As At Date
Parameters:
As At/Scenario Date: 31 May 2023
Balance Date: 2 June 2023 (but 31 May 2023 used instead)
Trading Entity: Muswellbrook Shire Council
Trading Book: Muswellbrook Shire Council
Report Mode: BalOnly
Using Face Value
Trading Entity and Book Limits
Effects of Parent/Child Issuers Not Ignored



10.4.12. Report on Council Grant Funding and Community Engagement

Attachments:	Nil
Responsible Officer:	Derek Finnigan - General Manager
Author:	Ivan Skaines (Grants and Community Engagement Officer)
Community Plan Issue:	6 - Community Leadership
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To advise Council of recent grant applications submitted, grant funding recently announced or to be announced shortly, and of upcoming grant opportunities. In addition, to provide updates on Council's other grants and community engagement activities.

OFFICER'S RECOMMENDATION

Council NOTES the information contained in this report.

Moved: _____ **Seconded:** _____

BACKGROUND

Council has been successful in obtaining grants which have been decided via competitive applications and, in addition, Council has continued to receive grant allocations from both State and Federal government sources for which Council is required to nominate appropriate projects for funding.

CONSULTATION

Grant applications are aligned to projects identified by the Muswellbrook Shire 2022-2026 Delivery Program and prepared in consultation with Council's Grants Advisory Committee, and senior managers and key staff in relevant sections.

REPORT

Grant applications recently submitted

- On 22 May 2023, Council submitted an application for \$8,400 for the replacement of roof flashing at the Muswellbrook Regional Arts Centre under the **Create NSW Arts and Cultural Assets Program**, which supports the medium-long term recovery of the arts and cultural sector by providing funding for the restoration, replacement, and betterment of directly damaged arts and cultural infrastructure most impacted by the severe weather and flood events of February and June 2022;
- The \$175 million **Growing Regional Economies Fund** is part of the NSW Government's \$3.3 billion Regional Growth Fund, which is designed to deliver economic



growth and productivity across regional NSW. Council's application, submitted 23 May 2023, was for Wollombi Road Precinct - Stage 1 – a New Road Connecting Wollombi Road and Skellatar Stock Route. Council is required to provide a co-contribution of \$694,831.50 and is requesting \$2,779,360 in funding, for a total project cost of \$3,474,191.50.

Upcoming Grant and Funding Opportunities

- Round 1 of the \$300 million **Commonwealth Growing Regions Program** opens on 5 July 2023 and provides grants of between \$500,000 and \$15 million to local government entities and not-for-profit organisations for capital works projects that deliver community and economic infrastructure projects across regional and rural Australia. There will be a two-stage application process - under Stage One, applicants will be required to submit Expressions of Interest which will be assessed to ensure projects meet eligibility requirements, project readiness and program suitability, and are aligned with regional priorities for the area. Expressions of Interest (EOI) that are assessed as meeting requirements and approved to proceed will be invited to submit a full application (Stage Two). The intended outcomes of the program are:
 - delivery of community-focused infrastructure which contributes to local and regional priorities;
 - provision of infrastructure which benefits the community by improving equity and supports diverse social inclusion;
 - to contribute to the achievement of broader Government priorities such as net zero emissions, gender equity, and/or First Nations priorities; and
 - growing local economies and enhancing amenity and liveability in the regions.

EOIs must be submitted before 1 August 2023, with \$300 million available to support capital works projects for community and economic infrastructure across regional and rural areas. The Grant Guidelines are attached. The critical considerations of the grant funding include:

- projects must be aimed at constructing new community infrastructure or expanding or upgrading existing infrastructure for wider community benefit, not have commenced construction, not have received Commonwealth funding to undertake the same grant activities and must be completed by 31 December 2025;
 - the minimum grant amount is \$500,000 (possible total project cost up to \$1 million) and the maximum grant amount is \$15 million (possible total project cost up to \$30 million);
 - grants will cover up to 50 per cent of eligible project costs and Council's contribution to your project must be cash (not in-kind, etc). Other funding can come from any source including State and local government grants;
 - recent quotes for major costs as part of Council's EOI and full application (if invited to apply);
 - evidence that Council either owns the land/infrastructure being built/upgraded upon, or that Council has the landowner's permission to use the land/infrastructure.
- The recently announced **Commonwealth Regional Precincts and Partnerships Program** will provide a strategic, nationally consistent mechanism for funding and coordinating projects that transform a place, to benefit communities in regions, regional cities, and rural Australia. The program will also be the mechanism for delivering all future regional partnerships to help regions move towards net-zero emissions, a decarbonised economy and sustained regional growth. The program will invite



proposals nationally from State, Territory and Local Governments, as well as not-for-profit organisations, to come together in genuine collaboration to apply for a Precinct Partnership. The Department will provide information on program guidelines, eligibility criteria and the application process in due course.

- The next round of the **NSW Football Legacy Fund** has opened. The Fund is an initiative of the NSW Government, Football NSW (FNSW), and Northern NSW Football (NNSWF), as a result of NSW hosting FIFA Women's World Cup matches in Sydney in July 2023. The Fund will support football at all levels through the construction or upgrade of community facilities, participation initiatives, leadership and development programs, and tourism and international engagement. There are two separate funding streams - **Infrastructure (closing Friday 11 August 2023)** and **Participation (closing Friday 7 July 2023)**.
- The **Sport Access Foundation (SAF)** provides annual grants to support 7-17 year olds with disability to access and further develop their chosen sporting pathways. The aim is to improve the participation rate of young Australians with a disability to sport, and to ensure there is no barrier to their participation. The grants (applications close **Friday, 17 August 2023**) cover four categories of identified needs for children and teenagers with a disability to play sport:
 - Pathway to Paralympics Grant, our marquee grant, sponsored by Compeat Performance - Total: \$3,000 (\$1,500 x 2 grants)
 - BlueScope Sporting Club Grant, helping our clubs become more inclusive - Total: \$8,000 (\$2,000 x 4 grants)
 - Sport Access Foundation No Barriers Grant, removing barriers for our young Australians aged 7-12 years to participate in their sports - Total \$5,000 (\$500 x 10 grants)
 - Sport Access Foundation Kick Start Grant, developing the aspirations of our young Australians to further their sporting participation and representative goals - Total: \$4,000 (\$1,000 x 4 grants)

Grant funding recently announced

- The Commonwealth Government is providing an extra \$250 million dollars for road projects in rural, regional and outer-urban areas under **Phase 4 of the Local Roads and Community Infrastructure Program**. Muswellbrook Council will receive \$577,898 (about which we had already received notification), plus confirmation of an additional \$333,344 on 3 May 2022.
- Council has been successful in obtaining \$322,459 grant funding to construct a new shared pathway in Turtle Street, Denman under the **Get NSW Active Program for 2023-24**. This was the highest priority for new footpath as endorsed by Council, and the construction of this shared pathway will significantly enhance accessibility for the Denman and visitor community.
- Council has received funding of \$1,179,631.58 for Stage 2 - Denman Drainage Strategy Project (Palace Street) by the Commonwealth under the **NSW application to the Disaster Ready Fund Round 1 2023-24**.

Unsuccessful grant applications

- Council's application under **Round 1 of the NSW Environment Protection Authority's (EPA) Local Government Waste Solutions Fund** has not been recommended for funding.

**Muswellbrook Shire Council Grants Portal**

The report for data from November 2022 to May 2023 for Council's grant finding portal at <https://muswellbrook.grantguru.com.au/> is listed in the table below:

Indicator	May	Apr	Mar	Feb	Jan	Dec	Nov
Total unique portal visitors ^[1]	56	35	45	60	27	44	40
Number of page views ^[2]	241	147	151	182	108	128	165
Total cumulative registrations to the portal (via the sign-up form) ^[3]	92	91	90	87	84	83	82
Grant alerts sent per month to registered users	846	612	730	716	564	485	784

^[1] A visitor is someone who has viewed your portal, but may or may not be registered - the same person is not double counted.

^[2] Page views are the total number of a visitor's 'clicks' within your portal and includes viewing grant information. Repeated views of a single page are counted.

^[3] Registrations are people that have registered to your portal via the signup form and are still active.

Community interaction with the grant finding portal is generally positive. **The number of registered users is continuing to increase, and the number is now at 91 users.**

CONCLUSION

Council notes recent grant applications submitted, grant funding recently announced or to be announced shortly, upcoming grant opportunities and other grants and community engagement activities.

SOCIAL IMPLICATIONS

Applications for funding submitted by Council address priority issues in the community.

FINANCIAL IMPLICATIONS

The funding received under these grant programs will offset expenditure that would otherwise need to be committed by Council.

POLICY IMPLICATIONS

Council will need to maintain any assets for which funding is obtained according to Policy A40-1 - Asset Management Policy.

STATUTORY IMPLICATIONS

Council's grant applications align with the goals identified in the Muswellbrook Shire 2022-2032 Community Strategic Plan and with a range of Federal, State and regional strategies and plans.

LEGAL IMPLICATIONS

Where grant applications are successful, Council will be required to enter into a grant agreement with the funding body.



OPERATIONAL PLAN IMPLICATIONS

The projects funded by these grants are in line with the Muswellbrook Shire 2022-2032 Community Strategic Plan and the Muswellbrook Shire 2022-2026 Delivery Program.

RISK MANAGEMENT IMPLICATIONS

Council is required to identify risks and associated risk management strategies for each project in preparing the grant application.

WASTE MANAGEMENT IMPLICATIONS

Nil.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

All grant funding announcements contained in this report are no longer under embargo.



10.5. Community and Economy

10.5.1. Community Services

Attachments:	Nil
Responsible Officer:	Shaelee Welchman - Director - Community & Economy
Author:	Kim Manwarring (Manager Community Services), Susanne Tobin (Administration Officer), Stephen Wright (Records Officer), Lauren Allan (Head Librarian), Elissa Emerson (Muswellbrook Regional Arts Centre Director), Archit Bele (Aquatic Centre Manager), Rosslyn Thomson (Community Partnerships Officer)
Community Plan Issue:	6 - Community Leadership
Community Plan Goal:	24.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.
Community Plan Strategy:	24.1.2 - Appropriate matters are reported to Council in a timely manner in accordance with the Financial Control and Reporting Policy.

PURPOSE

To provide an update on activities in the Community Services section.

OFFICER'S RECOMMENDATION

The information contained in this report be noted.

Moved: _____ **Seconded:** _____

REPORT

MUSWELLBROOK SHIRE LIBRARIES – MUSWELLBROOK AND DENMAN

The Muswellbrook and Denman Branches were attended by **2250** during May with Library spaces being utilised for community groups, study and more.

- The foyer Exhibit featuring a collection of Theatre Programs opened from early May courtesy of Dr John Rogers
- The Library a number of activities celebrating National Simultaneous Story time.
- The Library hosted two Author events including local Author Laura Sykes and an in conversation event featuring Darcy Tindale.
- **Increasing and maintaining library memberships**
Muswellbrook and Denman libraries registered **50 new members** during May.
- **Providing opportunities that increase community literacy, both physical and digital**



- Home Library:
The Muswellbrook Shire Libraries currently delivers personally selected books, DVDs and Audio books to homebound customers each fortnight. During the month of April this service conducted **2 deliveries** and delivered **247 items**. Denman Library conducted community outreach during the month of May.
- Library Promotions and Online Engagement:
Over the past month the library has had **3164** post views on Facebook. Throughout the month the library has created and shared a number of video shorts to assist library patrons to access library online resources and promote new items to the library collection.
- Collections:
During May the library added **115 new items** to the physical collections and refreshed the Community Languages collection to include Panjabi, Czech and Ukrainian language items. Over the month the library loaned **6,911 physical items** and **444 digital loans**.
- **Creating spaces and programs that meet the needs of members and library visitors**

Program Type		
Type	No. of Programs	Attendance
Literacy and lifelong learning	20	287
Informed and connected citizens	6	69
Digital Inclusion	3	7
Personal development and wellbeing	1	5
Stronger and more creative communities	10	93
Economic and workforce development	0	0
TOTAL	40	461

Program Audiences		
	No. of Programs	Attendance
Early childhood	16	152
Children	6	142
Young Adult	1	24
Adult	5	66



Program Audiences		
	No. of Programs	Attendance
Seniors	8	63
All Ages	4	14
Indigenous	0	0
CALD	0	0
TOTAL	40	461

- Children and Young Adult Programs

Both Library Branches celebrated National Simultaneous Story Time this month with Denman Library receiving a visit from St Josephs Denman and Muswellbrook receiving a visit from students from Pacific Brook Christian School. Muswellbrook staff also conducted outreach visits to Muswellbrook Preschool during the week following.

Story Time, Baby Rhyme Time, LEGO Club and STEM Story Time sessions continued as usual with a strong focus on sensory and STEM based activities during these sessions. These sessions were attended by **294 children**.

- Adults Programs:

During May Authors Laura Sykes and Darcy Tindale shared their fictional works with enthusiastic crowds. These talks were well received and attended by **45 community members**.

All regular Adult events including Book Club, Brain Training, Coffee & Craft, Tech help and Home Library continued in May and Seniors Rights and Services Australia attended to provide outreach visits during the month of May.

COMMUNITY PARTNERSHIPS & ENGAGEMENT

Pup!-Art 'Well Heeled'- 10th Annual Blue Heeler Film Festival Community participatory project.

As part of celebrations for the **10th Annual Blue Heeler Film Festival**, a School and Community group partnership project is being delivered across the shire.

The Project aims to foster a positive sense of community and to create links between the Blue Heeler Film Festival and the **2023 Great Cattle Dog Muster**. 10 life size fiberglass Blue Heeler Sculptures are being painted by Library and Gallery workshop events, Schools and Community Groups.

Culminating in a display in August at the **Muswellbrook Library**, which will bring all the Heeler statues painted by our community together. With lots of colour and creativity encouraged, each statue will reflect the unique contribution individual groups within our shire make to celebrate these signature events and the mighty Blue Heeler.

All Schools and identified community groups were invited to participate and the first ten who indicated their interest have been included in the program. Participants in the **Pup!-Art**



Project include Muswellbrook Public School, Sandy Hollow Public School, St James Public School, Wanaruah LALC, Muswellbrook Regional Gallery and the Muswellbrook and Denman Libraries.

Visitor Information Centre - Denman

There has been a large increase in visitors this month from interstate, particularly Victoria and Queensland.

May 2023	
Visitors from:	Number of visitors
NSW Other	263
Muswellbrook LGA	3
Queensland	30
Victoria	17
Tasmania	4
South Australia	8
International	4
Total Visitors	329

Planning and preparation work continues to establish the **Visitor Information Centre – Muswellbrook**, a small group of volunteers have expressed their interest in assisting in the operations of the VIC. It is expected that the Centre will be open early July.

COMMUNITY SERVICES

Reconciliation Week 2023 Aboriginal Flag Raising was well supported by the Aboriginal Community, local schools and our local community, schools and service providers with approx. 100 people in attendance.

Respected Aboriginal Elder Uncle Glen Morris provided an address from the heart to the gathering sharing his life experiences and connecting with the weeks theme 'Be a Voice for Generations'. The ceremony was also signified with Uncle Richie and 16 young men performing a song on their didgeridoos. The Aboriginal and Torres Strait Islander flags were being raised by all the children and young people present.

Convening and facilitation of the **Upper Hunter Community Services Interagency**, support was provided to the Upper Hunter Youth Network and the **Youth Action Group**;

Governance support has been provided to **Upper Hunter Homeless Support Services**, **Upper Hunter Youth Services** and **Drug & Alcohol Health Services**;

MUSWELLBROOK REGIONAL ARTS CENTRE

The **Mullins Conceptual Photography Prize** has received a record number of entries to this year's prize. Now in its fifth year, the Australian Photographic Society's Mullins Conceptual Photography Prize is a national \$25,000 acquisitive prize that seeks to find



Australia's best conceptual photographic works. The exhibition of the Prize opens at Muswellbrook Regional Arts Centre, 6pm 1 July 2023, where the winner will be announced.

The **2023 Mullins Conceptual Photography Prize** is made possible by the Australian Photographic Society in partnership with the Muswellbrook Regional Arts Centre, and with the support of the Australian Photography Magazine, Bengalla Mining Company, MACH Energy, Malabar Coal, and Ilford Photo.

MUSWELLBROOK FITNESS & AQUATIC CENTRE – MUSWELLBROOK & DENMAN

The Muswellbrook Fitness Centre has increased its operational hours, patrons can now access the fitness facilities until 9:00pm during weekdays and 6:00 pm on weekends.

These times will be trialled for three months, and feedback will be gained during this period to determine the need for extended hours.

The Learn to Swim Program continues to be in high demand, as additional instructors are appointed numbers will be increased, the Aqua Aerobics fitness program is well supported, and the school vacations swimming programs are well booked.

In the lead up to school holidays and during the school holidays the Muswellbrook Aquatic Centre the **giant inflatables** will be provided as an additional activity in the Indoor Heated Pool.

Work has commenced at the **Denman Swimming Pool** in preparation of the summer season opening in October this has included a review of security at the pool and general maintenance of the 50metre outdoor pool.



11. Minutes of Committee Meetings

11.1. Audit Risk and Improvement Committee - 19 January, 2023 and 6 April, 2023

Attachments:	<ol style="list-style-type: none">1. Minutes - Audit Risk and Improvement Committee - 19/01/2023 [11.1.1 - 5 pages]2. Minutes - Audit Risk and Improvement Committee - 6/04/2023 [11.1.2 - 9 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Michelle Sandell-Hay (Governance Officer)
Community Plan Issue:	6 - Community Leadership
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To inform Council of the following meetings:

1. Audit Risk and Improvement Committee held on 19 January, 2023
2. Audit Risk and Improvement Committee held on 6 April, 2023.

OFFICER'S RECOMMENDATION

The minutes for the following meetings be NOTED:

1. Audit Risk and Improvement Committee held on 19 January, 2023
2. Audit Risk and Improvement Committee held on 6 April, 2023.

Moved: _____ **Seconded:** _____

REPORT

The Governance Officer reports that the Audit Risk and Improvement Committee met on 19 January, 2023 and 6 April, 2023.

The minutes of the meeting are attached for the information of the Councillors.

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD VIA TEAMS/THE LOXTON ROOM, ADMINISTRATION CENTRE, 60-82 BRIDGE STREET, MUSWELLBROOK ON THURSDAY 19 JANUARY 2023 COMMENCING AT 9.35AM.

PRESENT: Mr M. Morley (Chair), Mr P. Quealey, Cr S Reynolds (9.45am-10.00am), Cr J. Lecky, Mr D. Finnigan (Acting General Manager), Mr J. Hogan (Finance Manager), Mr F. Rejab (Internal Auditor)

IN ATTENDANCE: Cr L. Dunn, Cr R. Scholes, Ms E. Lane (Co-Ordinator Customer Service & Administration).

1 Apologies and Leave of Absence

RECOMMENDED on the motion of Mr Quealey and Cr J. Lecky that:

The apologies for inability to attend the meeting submitted by Ms M. Cleary be ACCEPTED.

2 Confirmation of Minutes of Previous Meeting

RECOMMENDED on the motion of Mr Quealey and Cr J. Lecky that:

The Minutes of the Audit Risk and Improvement Committee Meetings held on 13 October 2022 and 17 November 2022, a copy of which has been distributed to all members, be taken as read and confirmed as a true record, subject to amendments made to voting members and attendees.

3 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

4 Business Arising

Mr Morley noted that in the minutes of the meeting held on 13 October 2022 the business arising stated that Mr Walsh will ensure that actions arising from ARIC meetings are tracked and progress reported to each meeting, however, this has not occurred. Mr Morley reiterated the importance of this tracking to maintain accuracy in request for actions - a report is to be included at each meeting which Farhan Rejab and Josh Hogan will oversee.

5 Risk Management

5.1 Major Projects Status Report

MSC has also recently commenced a Major Project Governance Group (MPGG) which will oversee major projects to ensure there is sound government in place from inception to completion. The initiation project has been a Denman to Sandy Hollow water pipeline project which has been assessed as high risk from different perspectives. This team consists of The Director Corporate Services, Finance Manager, Procurement Officer, the Legal Team and the General Manager and meets regularly with the project manager and other stakeholders in order to mitigate risks early.

Mr Finnigan confirmed that currently the MPGG is overseeing those which carry the highest risk, however, if the need arises through any project the group will also



oversee this. The MPGG also oversees the engagement of external contractors, which is seen to carry its own risk - this ensures the project manager is working in alignment with Council's business practices.

Mr Quealy asked if the MPGG is replacing the Major Projects Update that previously reported to MANEX. Mr Finnigan advised that the reports will go to Council for endorsement and notation. MANEX will provide broad oversight but not in great depth. The MPGG ensures that projects progress appropriately and managing any risks.

RECOMMENDED on the motion of Cr J. Lecky and Mr Quealey that:

The information contained in this report be noted.

6 Internal Audit

6.1 Management Review of Open Actions From Previous Audits

Mr Rejab advised that there are still 12 actions in progress and whilst these are still pending closure, there is good movement particularly in Water and Wastewater and Asset Management.

Mr Quealy noted that there was to be a review of the actions and close off the actions no longer actionable. Mr Quealy asked to confirm if management comfortable that all of these actions will be achievable? Mr Rejab advised that management has confirmed that these are appropriate and reasonable.

Mr Quealy also noted that progress has not changed for a significant time and would like to see a more regular update to the committee with necessary revisions. Mr Finnigan advised that some delays in signing off the actions result from software/hardware issues and strategic planning - whilst this report looks static, a more dynamic report will be provided at future meetings. Mr Morley noted that if particular actions were to be listed on the ARIC Action Plan this would allow these items to be closed from the Open Actions list.

Mr Morley suggested that a review of actions that are superseded or close to completion need to be consolidated and closed off.

Mr Morley also questioned why other audit status updates were not included and recommended that even if there is no update that this be included to improve clarity and communication.

Cr S. Reynolds arrived at the meeting at 9.46am.

RECOMMENDED on the motion of Mr Quealy and Cr J. Lecky that:

The information contained in this report be noted.

6.2 Internal Audit Update

Mr Rejab provided an update and advised that the Payroll and Leave audit has been completed and the Water and Wastewater audit is due to be completed by March 2023 before moving onto the Fraud and Corruption audit. The IT audit is to be outsourced - no provider has been sourced as yet, but the standard procurement



process will be followed. Mr Morley advised that there is a panel of auditors available to expedite this process if required.

Mr Quealy asked if the Phishing Campaign was completed internally or externally and if a report on the process/results was available - Mr Rejab advised that this was completed by internal IT staff and will consult with Mr Walsh regarding a report.

Cr S. Reynolds left the meeting at 10.00am.

Mr Rejab advised the meeting that the payroll internal process was found to be adequate and functioning as intended. notable issues included possible overpayment of AIL. Management have responded and actioned as appropriate.

Cr J. Lecky noted that the deficiencies were considerable, however, if they are being addressed then there is no issue.

Mr Quealy asked if the report gives consideration to the possible underpayments of allowances and awards or if Council have controls in place to ensure they are in accordance with the award. Mr Rejab said that this has not been taken into account. The salary structure approved by the Office of Local Government has been looked into, however, Mr Rejab does not check covered salary structures.

In response to Mr Quealy, Mr Rejab is confident there have been no underpayments. Mr Finnigan noted that there are control measures in place such as the Staff Consultative Committee and regular Union consultation. Mr Hogan added that the Payroll team scrutinise and track changes in the award. Mr Hogan is confident in the controls without this being specifically stated in the report.

Mr Morley questioned why there was a significant increase in staff wages for pay period 12. Mr Hogan will confirm, however, it is most likely to be a result of termination payments. Further investigation will be conducted by Mr Hogan.

Mr Morley noted the timeframes for actioning and asked if these were realistic. Mr Finnigan took this on notice.

Discussion took place around accrual of flexi time outside of the SOP. Mr Hogan suggested this is likely due to the appropriate leave (annual or sick leave) applications not being submitted in time. No staff have been paid extra wages, it is a matter of balancing the flexi time system in the appropriate timeframe. For any leave to be paid out there is a formal application process to be followed - a payout also requires a full balance prior to this occurring.

It was noted that staff information should be de-identified for future reports.

Mr Morley recommended that the recommendation in the report shown below should also include a statement to address the necessity for preapproval before commencing overtime.

INTERNAL AUDIT

FINAL REPORT

Ref	Detailed Finding	Risk/Impact Recommendations	Management Action
2)	Approval should be obtained before any overtime can be commenced and claimed for payment As alluded above, all overtime applications were made after the works have been completed. For transparency and good governance purposes, Audit recommends that the approval to be sought first before any overtime work can be commenced. This approval also should be made as a main criterion for the overtime claim to be processed and paid to the respective employees.	which leads to unhealthy practice and culture. RECOMMENDATION For good governance/transparency purposes, all overtime application should explain the reasons for the work to be done.	Person In-Charge Payroll Officer Timeline 31 March 2023



RECOMMENDED on the motion of Cr J. Lecky and Mr Quealey that:

The ARIC Committee notes the report.

7 External Audit

Nil

8 Legislative Compliance

Nil

9 Governance and Internal Controls

Nil

10 Performance Management and Improvement

10.1 2022/2023 Operational Plan - 30 September, Quarterly Review

Mr Finnigan advised the meeting that last year council achieved a 75% completion rate of the Operational Plan. Council is looking to better that this year, however, an area of concern is the Planning & Environment department. Discussions are underway with the director of planning & environment to address these strategic planning issues. Discussions will also be had with Councillors to determine where council should proceed.

RECOMMENDED on the motion of Mr Quealey and Cr J. Lecky that:

That the Audit Risk and Improvement Committee notes the 2022/2023 Operational Plan Review dated 30 September 2022.

11 General Business

11.1 Forward Meeting Plan

Mr Quealey noted that this plan is designed to drive the agenda and cover off what charter says is to be looked at. Mr Finnigan advised that a review of the forward meeting plan and timeframes will be completed for future meetings. Mr Morley requested that all items in forward meeting be included on agenda regardless of the progress status. This meeting plan should be consulted when creating the agenda.

RECOMMENDED on the motion of Mr Quealey and Cr J. Lecky that:

- 1) The information contained in this report be noted and;
- 2) All items listed on the forward meeting plan be included on the relevant agenda.

12 Date of Next Meeting

9:30am Thursday 6 April 2023

9:30am Thursday 29 June 2023



13 Closure

The meeting was declared closed at 10.32AM

.....
Mr D. Finnigan
Acting General Manager

.....
Mr M. Morley
Chairperson

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD VIA TEAMS/THE LOXTON ROOM, ADMINISTRATION CENTRE, 60-82 BRIDGE STREET, MUSWELLBROOK ON THURSDAY 6 APRIL 2023 COMMENCING AT 9:30AM.

PRESENT: Mr M. Morley (Chair (VC)), Mr P. Quealey (VC), Cr J. Lecky and Mr D. Finnigan (General Manager).

IN ATTENDANCE: Cr D. Marshall, Ms M. Cleary (Manager - Governance), Mr J. Hogan (Acting Chief Financial Officer), Mr F. Rejab (Internal Auditor (VC), Ms R. Jiang (Auditor Generals Office) and Mr K. Leung (Auditor Generals Office).

1 Acknowledgement to Country

The Acknowledgement of Country was read by Mr Morley.

2 Apologies and Leave of Absence

Nil

3 Confirmation of Minutes of Previous Meeting

RECOMMENDED on the motion of Cr J. Lecky and Mr P. Quealey that:

The Minutes of the Audit Risk and Improvement Committee Meeting held on **19 January 2023**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

5 Business Arising

RESOLVED on the motion of Mr M Morley and Cr J. Lecky that:

Standing orders be suspended in order to consider Item 8.1 as first item of business.

8.1 External Audit Annual Engagement Plan 2022/23

RECOMMENDED on the motion of Mr Quealey and Cr J. Lecky that:

The ARIC notes the report.



6 Risk Management

6.1 Major Projects Status Report

RECOMMENDED on the motion of Mr Quealey and Cr J. Lecky that:
Committee notes the report.

6.2 Fraud and Corruption Control Plan

RECOMMENDED on the motion of Cr J. Lecky and Mr Quealey that:
The information contained in this report be noted.

7 Internal Audit

7.1 Audit, Risk and Improvement Committee - 6 April 2023

RECOMMENDED on the motion of Mr Quealey and Cr J. Lecky that:

- The ARIC Committee notes the report;
- The Committee request advice as to when it is planned to conduct the next independent external penetration testing;
- The Committee request future internal audit plans indicate whether a sufficient budget has been allocated to undertake any outsourced internal audits;
- The Committee request a brief report on outcomes of phishing campaigns;
- The Committee indicate that the ICT and Cybersecurity audit should be given priority in the next financial years audit program.

7.2 Management Review of Open Action from previous audits

RECOMMENDED on the motion of Mr P. Quealey and Cr J. Lecky that:

- The information contained in this report be noted;
- The actions from Payroll Internal Audit report to be included on future reporting;
- WWI01 - investigation if all 13 actions have been actioned, or just one document as part of closure. Action to be re-opened and until clarified and confirmed;
- The committee request that the Fraud Control Health Check be circulated to all members out of session;
- The Committee request an update to the next meeting on the Development Assessment.

7.3 ARIC Action Points

RECOMMENDED on the motion of Mr P. Quealey and Cr J. Lecky that:
The information contained in this report be noted.



ARIC 1/2023 (19 January 2023)		
No	Action Points	Person In Charge
Agenda 4: Business Arising		
1.	<p><u>4.1: Action points</u></p> <p>Mr Morley reiterated the importance of tracking the actions arising from ARIC meetings to maintain accuracy in request for actions - a report is to be included at each meeting which Farhan Rejab and Josh Hogan will oversee.</p>	<p>Moving forward, all actions derived from the meeting will be tracked and monitored until its closure. Starting from the next meeting onwards, the status update will be provided for deliberation.</p>
Agenda 6: Internal Audit		
2.	<p><u>6.1: Management Review of Open Actions From Previous Audits</u></p> <ul style="list-style-type: none"> Mr Quealey noted that progress has not changed for a significant time and would like to see a more regular update to the committee with necessary revisions. Mr Morley suggested that a review of actions that are superseded or close to completion need to be consolidated and closed-off. Mr Morley also questioned why other audit status updates (such as procurement audit) were not included and recommended that even if there is no update that this be included to improve clarity and communication. 	<ul style="list-style-type: none"> Council is committed to ensure all outstanding actions are implemented in accordance to agreed timeline. However, there are various issues which are beyond the Council's control such as budget and manpower constraints that may cause delays to the implementation of the agreed actions. Council will strive to ensure all actions are implemented. A review had been conducted and all superseded or close to completion have been consolidated and closed-off accordingly. The status update for procurement audit will be updated for deliberation in the next meeting.
3.	<p><u>6.2: Internal Audit Update</u></p> <ul style="list-style-type: none"> Mr Quealey asked if the Phishing Campaign was completed internally or externally and if a report on the process/results was available - Mr Rejab advised that this was completed by internal IT staff and will consult with Mr Walsh regarding a report. Mr Morley questioned why there was a significant increase in staff wages for pay period 12. Mr Hogan will confirm, however, it is most likely to be a result of termination payments. Further investigation will be conducted by Mr Hogan. It was noted that staff information should be de-identified for future reports. 	<ul style="list-style-type: none"> The review had been duly completed in November 2022. According to IT personnel, no report was issued. The significant increase of salary for Pay Period 12 was due to a termination and significant of overtime. Moving forward, all staff information will be de-identified in the report.



ARIC 1/2023 (19 January 2023)		
No	Action Points	Person In Charge
	<ul style="list-style-type: none">Mr Morley recommended that the recommendation in the report shown below should also include a statement to address the necessity for pre-approval before commencing overtime.	<ul style="list-style-type: none">The requested recommendation has been incorporated in the report. The updated report also has been reported to Council.
Agenda 11: General Business		
4.	<u>11.1: ARIC Forward Meeting Plan</u> Mr Morley requested that all items in forward meeting to be included on agenda regardless of the progress status. This meeting plan should be consulted when creating the agenda.	Moving forward, a consultation process will be added-on with relevant parties to ensure all items in the forward meeting plan are included in the meeting agenda.

ARIC 4/2022 (17 November 2022)		
No	Action Points	Person In Charge
No action point noted.		

ARIC 3/2022 (13 October 2022)		
No	Action Points	Person In Charge
Agenda 6: Internal Audit		
1.	<u>6.1: Management Review of Open Actions From Previous Audits</u> <ul style="list-style-type: none">Mr Quealey suggested that Council review and determine what is still relevant and revise the timeframes in the context on what Council is striving for. Discussion took place around the action status of some items and Mr Walsh advised that some items were inactionable. This has been taken on notice and Mr Rejab will start to investigate potential irrelevant actions and close these off.	<ul style="list-style-type: none">All actions and its status updates had been reviewed with the respective action owners to ensure that all actions were relevant and practical. The revised timeframe was also discussed to ensure it was achievable. <p>(Note: Some of the action owners did not provide newly revised timeline</p>
2.	<u>6.2: Audit Plan Update</u> Mr Morley suggested that a report on the proposed direction and framework for the Future Fund be presented to a future ARIC meeting	<ul style="list-style-type: none">The direction and framework of the Future Fund will be reviewed when the new General Manager is confirmed.



ARIC 2/2022 (8 June 2022)		
No	Action Points	Person In Charge
Agenda 5: Risk Management		
1.	<p><u>5.2: Enterprise Risk Management</u></p> <ul style="list-style-type: none"> Mr Quealey recommended some minor inconsistencies between the documents (i.e. ERM Policy, Framework and Plan) be brought into alignment. Mr Quealey also noted the action plan is a large body of work and suggested a prioritisation system be implemented to ensure critical items are completed. Mr Morley suggested some items could be put under Governance rather than Risk Management. Mr Quealey also suggested the lead indicators require more quantifiable data, with measurable and time frame base goals. Cr Scholes suggested a percentage-based system be used rather than a hard figure to make the projections more realistic. 	<ul style="list-style-type: none"> The suggested action had been implemented. The suggested action had been implemented. The suggested action had been implemented.
2.	<p><u>5.3: Risk Assessment Report</u></p> <p>A report was submitted to the Committee providing an update on recent risk assessment outcomes. Mr Walsh noted Council has implemented a number of recommendations put forward after an Audit conducted of the Water Treatment Plant and Muswellbrook Marketplace. These locations were identified as high-risk areas. Mr Quealey recommended the actions are documented and reported on.</p>	<p>The suggested action had been implemented.</p>
Agenda 6: Internal Audit		
3.	<p><u>6.3: Q3 2021-22 Audit Action Update</u></p> <p>Mr Morley suggested the report focus on critical and high-risk issues and some irrelevant material be removed.</p>	<p>The suggested action had been implemented.</p>
Agenda 9: Governance and Internal Control		
4.	<p><u>9.1: Fraud and Corruption Control</u></p> <p>Mr Morley requests an updated report by the next meeting that identifies a plan to prioritise key areas and revise timelines as dependent on recruitment.</p>	<p>The suggested action had been implemented.</p>



ARIC 1/2022 (2 March 2022)		
No	Action Points	Person In Charge
Agenda 6: Internal Audit		
1.	<p><u>6.3: Q2 2021-22 ARIC Internal Audit Action Update</u></p> <ul style="list-style-type: none"> Mr Morley queried what effort is being made to address outstanding actions in a timely manner. Mr Morley also questioned why one of the External Audit actions on Page 243 had appeared to have “dropped off”. Mr Morley enquired as to why Service Delivery Review Action WW.1.07 needs to be tracked as it is a statement. Mr Morley added that action PT-1 does not need points 1,2,3, etc. It needs to be tidied up. 	<p>The External Audit's actions which appeared to be dropped-off had been re-instated and monitored accordingly.</p> <p>The said Service Delivery Review Action had been excluded in the monitoring and tracking. The list of action items also had been tidied-up accordingly.</p>
2.	<p><u>6.4: Internal Audit Charter Review</u></p> <p>Mr Morley recommended that Council add a paragraph to the Charter noting that references to internal audit staff apply to either internal audit staff within Council and/or contractors.</p>	<p>The suggested paragraph had been incorporated in the Internal Audit Charter.</p>
Agenda 11: General Business		
3.	<p><u>11.1: ARIC Forward Meeting Plan</u></p> <p>Mr Morley advised the meeting that there are some reports that are not being submitted to the nominated meetings in the Forward Meeting Plan and reminded the meeting that it is extremely important that the Forward Meeting Plan is adhered to.</p>	<p>Moving forward, all items in forward meeting will be included in the agenda.</p>

ARIC 5/2021 (15 December 2021)		
No	Action Points	Person In Charge
No action point noted.		

ARIC 4/2021 (20 October 2021)		
No	Action Points	Person In Charge
No action point noted.		



ARIC 3/2021 (6 October 2021)		
No	Action Points	Person In Charge
Agenda 6: Internal Audit		
1.	<u>6.2: Internal Audit 2020-2023</u> <ul style="list-style-type: none">Mr Quealey suggested that the potential scopes for the Fraud and Corruption strategy include whistleblower provisions and Cyber to include bring your own device provisions.Mr Morley suggested that fuel card management, Fringe Benefit Tax (FBT) and private use of cars be included as part of the Plant and Fleet Audit.	The Internal Audit plan for 2020-2023 had been established and approved with the inclusion of the suggested areas.

ARIC 2/2021 (2 June 2021)		
No	Action Points	Person In Charge
Agenda 9: Governance		
1.	<u>9.1: Procurement Policy and Procedure</u> <p>Mr Morley pointed out that there is nothing in the procedure about corporate credit cards or debit cards and that it would be recommended to have this information in there.</p>	<p>At the Ordinary Meeting of Council held at Muswellbrook on 28 February 2023, Council endorsed the draft Corporate Card policy for 28 days of Public Exhibition via Council's website, from 2 March 2023 to 29 March 2023.</p> <p>The policy has been developed to ensure that effective controls are in place with respect to the use of Corporate Cards and to align with the Office of Local Government's Guideline on the Use and Management of Credit Cards.</p>

ARIC 1/2021 (16 March 2021)		
No	Action Points	Person In Charge
No action point noted.		



ARIC (17 December 2020)		
No	Action Points	Person In Charge
No action point noted.		

8 External Audit

RECOMMENDED that the planned meeting dates and ARIC involvement in the financial statement review process to be determined and presented to the next ARIC meeting.

9 Legislative Compliance

Nil

10 Governance and Internal Controls

10.1 Audit, Risk and Improvement Committee Charter

RECOMMENDED on the motion of Cr J. Lecky and Mr P. Quealey that:

The Committee postpones the review of the Audit, Risk and Improvement Committee Charter, pending:

1. The outcome of negotiations between Muswellbrook Shire Council and Upper Hunter Weeds Authority for a shared ARIC;
2. The review of the fees to be paid to the new ARIC;
3. The recruitment of a new ARIC, including an additional independent member;
4. The completion of the DRAFT Audit, Risk and Improvement Committee Terms of Reference in accordance with the [DRAFT Guidelines for Risk Management and Internal Audit for Local Government in NSW](#), [Model terms of reference for audit risk and improvement committees](#) and the new ARIC membership structure and fees.

10.2 2022/2023 Operational Plan - 31 December, Quarterly Review

RECOMMENDED on the motion of Mr Quealey and Cr J. Lecky that:

The Audit Risk and Improvement Committee notes the 2022/2023 Operational Plan Review dated 31 December 2022.



11 Performance Management and Improvement

11.1 Update on the Review of Council's Policy Framework

RECOMMENDED on the motion of Cr J. Lecky and Mr M Morley that:

1. The information contained in this report be noted.
2. If applicable, provide feedback in relation to the *DRAFT Policy on Policy Making*.

11.2 OLG's Guideline on the Use and Management of Credit Cards and Council's Corporate Card Policy

RECOMMENDED on the motion of Mr Quealey and Cr J. Lecky that:

1. The information contained in this report be noted.
2. The Committee suggest that Council consider ongoing monitoring of credit card usage.

12 General Business

RECOMMENDED that the meeting calender be included for each meeting, and reports prepared and presented to the Committee for each area due to be considered as part of the meeting plan.

13 Date of Next Meeting

29 June 2023

14 Closure

The meeting was declared closed at 11:52am.

.....
Mr D. Finnigan
General Manager

.....
Mr M. Morley
Chairperson



11.2. Bengalla Community Funding Investment Committee - 26 April, 2023

Attachments:	1. Minutes - Bengalla Community Funding Investment Committee - 26/04/2023 [11.2.1 - 3 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Michelle Sandell-Hay (Governance Officer)
Community Plan Issue:	6 - Community Leadership
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To inform Council of a meeting of the Bengalla Community Funding Investment Committee held on 26 April, 2023.

OFFICER'S RECOMMENDATION

The minutes for the Bengalla Community Funding Investment Committee meeting held on 26 April, 2023 be NOTED.

Moved: _____ **Seconded:** _____

REPORT

The Governance Officer reports that the Bengalla Community Funding Investment Committee met on 26 April, 2023.

The minutes of the meeting are attached for the information of the Councillors.

**MINUTES OF THE BENGALLA COMMUNITY FUNDING INVESTMENT COMMITTEE
MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD VIA TEAMS/THE
LOXTON ROOM, ADMINISTRATION CENTRE, 60-82 BRIDGE STREET,
MUSWELLBROOK ON 26 APRIL 2023 COMMENCING AT 1.00PM.**

PRESENT: Mr D. Finnigan (General Manager), Mr C. Halfpenny, Ms F. Hartin and Mr J. Bancroft

IN ATTENDANCE: Ms S. Pope (Director Environmental and Planning Services), Mr J. Hogan (Acting Chief Financial Officer), Mr M. Lysaught (Director Property and Place), Ms S. Welchman (Director Community & Economy), Ms K. McCann (EA)

1 Acknowledgment of Country

Acknowledgement of Country was read by Mr Finnigan.

2 Apologies

RECOMMENDED on the motion of Mr C. Halfpenny and Ms F. Hartin that:

The apologies for inability to attend the meeting submitted by Cr S. Reynolds be ACCEPTED.

3 Confirmation of Minutes of Previous Meeting

RECOMMENDED on the motion of Mr C. Halfpenny and Ms F. Hartin that:

The Minutes of the Bengalla Community Funding Investment Committee Meeting held on **7th March 2022**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil.

5 Business Arising

Nil.

6 Business

6.1 VPA Funding and Projects

VPA Funding

Mr Finnigan provided the meeting with an overview of the funding allocations. Ms Hartin advised the meeting that there would be no over tonnage for this year, however next year would see approximately \$319,000.

Hunter Beach

Mr Lysaught provided an update on the Hunter Beach project, advising that the development of the Natural Areas Team had the sustainable maintenance of the Hunter Beach site in mind.

Mr Lysaught further advised the meeting the next part of the project is connectivity



and footpath access.

Ms Welchman advised the meeting that the next step is the renaming of Hunter Beach to a traditional aboriginal name and a community day with indigenous smoking ceremony, nature trail tours, children's activities etc.

Olympic Park Precinct

Mr Lysaught advised the meeting the Wilkinson Street Bridge project is nearing completion; footpaths and lighting works have been completed.

Mr Lysaught further advised the meeting that the Development Application has been submitted to the Regional Planning Panel for the Grandstand and Amenities in one stage instead of two.

Mr Lysaught further advised the meeting that a Section 355 Committee was established to include the user groups to ensure an appropriate level of community engagement and consultation is being carried out.

Mr Lysaught further advised the meeting the user groups will be relocated during the redevelopment to Weeraman Oval and Highbrook Park, where Council has been successful in gaining grant funding for lighting upgrades.

Donald Horne

Mr Lysaught provided an update on the Donald Horne Building, and that the building is close to receiving its Occupational Certificate.

Mr Lysaught further advised the meeting that the kitchen and restaurant will be a separate construction. Mr Lysaught further advised the meeting the MELT is ready to commence work and the STEM Lab has the programming underway.

Ms Welchman advised that planning for an Official Opening is underway and that a date will be confirmed once confirmation is received from the Prime Minister and Premier's Offices.

Hunter Innovation Precinct

Ms Welchman provided the meeting with an overview of the Hunter Innovation Precinct, which includes University of Newcastle, Library, Weidmann Cottage (New Visitors Information Centre), Donald Horne Building (MELT, STEM, Advanced Manufacturing, 3D Printing, Robotic Arm), Restaurant, Loxton House (Real Estate, Upper Hunter Arts, Hot desk businesses etc).

Ms Welchman advised the meeting there would be no costs to the local schools to use the facilities, and that businesses would only need to cover material costs.

Proposed Projects

Mr Finnigan advised the meeting that Council has a significant capital programme of works at various stages of development, with many of these projects including the construction of new community assets.

Mr Finnigan further advised the meeting as a result, the 2023-24 draft budget proposes a period of consolidation for Council, and it is proposed that the Bengalla contribution be allocated equally between an internally restricted Project Reserve for future projects and Council's Economic Development operations and projects.

Mr Halfpenny asked the committee if, in order to fully understand the proposal and to ensure compliance with Bengalla's Funding Proposal Criteria, a detailed breakdown of costs for the Economic development operations and projects could be provided.

Ms Pope advised the meeting Council is currently in the process of drafting a policy to



address the consolidation of VPA funding into one fund and one committee, with a model similar to that used by other councils.

Ms Hartin asked the committee how that would work, and if the Bengalla committee would have final approval over the project?

Ms Pope advised the committee that until the policy has been drafted and endorsed by Council it would be unclear as to the final position.

Mr Halfpenny advised the committee they liked the concept but would like further information.

RECOMMENDED on the motion of Ms F. Hartin and Mr J. Bancroft that:

The Bengalla Community Funding Investment Committee:

1. Notes the information contained in the report.
2. Confirms the estimated allocation of VPA project funding for 2023/2024 of \$544,977 (to be confirmed; dependant on CPI) evenly distributed to an internally restricted Project Reserve and Economic Development.
3. Provide a report with the allocation of funds for the Economic Development Operations and Projects to the Committee.

7 Date of Next Meeting

TBD

8 Closure

The meeting was declared closed at 2.42pm.

.....
Mr D. Finnigan
General Manager



11.3. Mangoola Coal Community Funding Investment Committee - 1 May, 2023

Attachments:	1. Minutes - Mangoola Coal Community Funding Investment Committee - 1/05/2023 [11.3.1 - 3 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Michelle Sandell-Hay (Governance Officer)
Community Plan Issue:	6 - Community Leadership
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To inform Council of a meeting of the Mangoola Coal Community Funding Investment Committee held on 1 May, 2023.

OFFICER'S RECOMMENDATION

The minutes for the Mangoola Coal Community Funding Investment Committee Meeting held on 1 May, 2023 be NOTED.

Moved: _____ **Seconded:** _____

REPORT

The Governance Officer reports that the Mangoola Coal Community Funding Investment Committee met on 1 May, 2023.

The minutes of the meeting are attached for the information of the Councillors.

**MINUTES OF THE MANGOOLA COAL COMMUNITY FUNDING INVESTMENT
COMMITTEE MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD VIA
TEAMS/THE LOXTON ROOM, ADMINISTRATION CENTRE, 60-82 BRIDGE STREET,
MUSWELLBROOK ON MONDAY 1 MAY 2023 COMMENCING AT 2.00PM**

PRESENT: Mr D. Finnigan (General Manager), Mr J. Hundertmark and Mr S. Palmer

IN ATTENDANCE: Mr J. Hogan (Acting Chief Financial Officer), Mr M. Lysaught (Director - Property & Place), Ms S. Welchman (Director - Community & Economy) and Ms K. McCann (Executive Assistant)

1 Acknowledgement of Country

Acknowledgement of Country was read by Mr D. Finnigan.

2 Apologies

RECOMMENDED on the motion of Mr J. Hundertmark and Mr S. Palmer that:

The apologies for inability to attend the meeting submitted by Cr S. Reynolds be ACCEPTED.

3 Confirmation of Minutes of Previous Meeting

RECOMMENDED on the motion of Mr J. Hundertmark and Mr S. Palmer that:

The Minutes of the Mangoola Coal Community Funding Investment Committee Meeting held on **4 March 2022**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil.

5 Business Arising

Nil

6 Business

6.1 VPA Funding and Projects

VPA Funding

Mr Finnigan provided the meeting with an overview of the funding allocations.

Animal Shelter

Mr Lysaught advised the meeting of the completion of the Animal Shelter, including the kennels. The stormwater drainage system had to be revised and redesigned, and this has caused delays to the construction programme.

Mr Palmer asked why the drainage was an issue?

Mr Lysaught advised the original design relied on pumps and was not a design generally approved by Council. Mr Lysaught further advised the meeting the new design received grant funding, so no further costs were involved.

Mr Lysaught advised the meeting the Sustainability Hub would be relocated to the

Page 1



site, with community gardens located at the front of the block and the ability to conduct community workshops. Mr Lysaught further advised the meeting the building was designed with sustainability in mind, and that part of the building is constructed out of straw and lime render.

Mr Hundertmark asked the meeting if the new animal shelter had a larger capacity?

Mr Lysaught advised the meeting the capacity is 3 times the size of the previous facility and will be a much more inviting space for those looking to adopt an animal. Mr Lysaught further advised the meeting the project is fully funded and is expected to be completed by the end of financial year, with an official opening to be arranged.

TEC2 – Donald Horne Building

Mr Lysaught advised the meeting the final Occupation Certificate is due very soon, with the remaining approval involving a slight issue with the sandstone staircase.

Ms Welchmann advised the meeting that Council is hoping to officially open the building in June, and that we are just waiting for confirmation from the Prime Minister and Premiers Office. Ms Welchman further advised the meeting the lower level will hold the Advanced Manufacturing facility and the top level will house the STEM Lab targeted at Years 5 & 6, Years 7 & 8 and also Years 11 & 12.

Mr Lysaught further advised the meeting the Loxton House structural works have been completed and the Development Application for refurbishment of the interior is soon to be submitted.

Denman Heritage Village

Mr Lysaught provided the meeting with an overview of the progress of the Denman Heritage Village, with the shed to be completed by the end of June. The landscaping will be completed by the Men's Shed.

Mr Lysaught further advised the meeting there is a plan for Stage 2 to run parallel to Bell Street. This has been captured in the Masterplan, with the intention to set the style for the whole precinct.

Ms Welchman advised the meeting Denman is the focal point for Tourism in the Shire, and that Council will be exploring options for access to Wollemi National Park.

Mr Hundertmark asked the meeting if the heated water hole is still being explored?

Mr Lysaught advised that the option is no longer on the table, with an alternative project looking to heat the town pool.

Economic Development

Ms Welchman provided the meeting with an overview of Economic Development. The new Council brought the UHEDC back in house with the focus on new industries, Advanced Manufacturing, Waste, Viticulture and Tourism.

Ms Welchman advised the committee we are working closely with Government on how we can help businesses replace lost mining income, and improvement of lifestyle to entice people to live and work here.

Ms Welchman advised the committee we are working on the Employment land strategy in partnership with Singleton Council, Upper Hunter Shire Council, Dungog Shire Council and the State Government. The strategy will focus on how we can reuse mining land, infrastructure, unrehabilitated land and the attraction of new industry.



Community and Economic Development fund (CEDF)

Ms Pope advised the meeting a Community and Economic Development fund (CEDF) Policy is currently being drafted for the consideration of Council, consultation with key stakeholders, and public exhibition. It is proposed to be comparable to Singleton Council's recently established CEDF.

Ms Pope further advised the meeting we have a lot of renewable projects coming up with only small amounts of funding.

Mr Hundertmark raised concerns if mining funds are consolidated with renewable energy funds there may be a risk that this provides a mixed message favouring renewable energy companies. Could the projects be separated between mining projects and renewable energy projects?

Mr Finnigan advised the meeting we have a lot of ongoing projects that we would like to see completed and are not looking at starting any new projects this year.

Mr Hundertmark asked the meeting what the allocation to economic development would look like?

Ms Welchman will provide a breakdown of the economic development fund.

Ms Welchman advised the meeting that in previous conversations held with various mines they would like to see tangible projects.

Mr Hundertmark advised that Mangoola Coal would also support contributions that demonstrate alignment with the Company's values.

RECOMMENDED on the motion of Derek Finnigan and Mr J. Hundertmark that:

The Mangoola Coal Community Funding Investment Committee:

1. Notes the information contained in the report;
2. Requests further consultation be held with the Committee following the drafting of the Community and Economic Development fund (CEDF) Policy; and that
3. Invitations are to be sent out for a new Community Representative.

7 Date of Next Meeting

TBD

8 Closure

The meeting was declared closed at 2.53pm.

.....
Mr D. Finnigan
General Manager



11.4. MACH Energy Mt Pleasant Community Funding Investment Committee - 9 May, 2023

Attachments:	1. Minutes - MACH Energy Mt Pleasant Community Funding Investment Committee - 9/05/2023 [11.4.1 - 4 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Michelle Sandell-Hay (Governance Officer)
Community Plan Issue:	6 - <i>Community Leadership</i>
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To inform Council of a meeting of the MACH Energy Mt Pleasant Community Funding Investment Committee held on 9 May, 2023.

OFFICER'S RECOMMENDATION

The minutes for the MACH Energy Mt Pleasant Community Funding Investment Committee held on 9 May, 2023 be NOTED.

Moved: _____ **Seconded:** _____

REPORT

The Governance Officer reports that the MACH Energy Mt Pleasant Community Funding Investment Committee met on 9 May, 2023.

The minutes of the meeting are attached for the information of the Councillors.

**MINUTES OF THE MACH ENERGY MT PLEASANT COMMUNITY FUNDING
INVESTMENT COMMITTEE MEETING OF THE MUSWELLBROOK SHIRE COUNCIL
HELD VIA TEAMS/THE LOXTON ROOM, ADMINISTRATION CENTRE, 60-82 BRIDGE
STREET, MUSWELLBROOK ON TUESDAY 9 MAY 2023 COMMENCING AT 12 NOON**

PRESENT: Mr D. Finnigan (General Manager), Mr M. Redman and Ms N. Baker

IN ATTENDANCE: Ms S.Pope (Director – Environment & Planning Services),
Mr J. Hogan (Acting Chief Financial Officer), Mr M. Lysaught (Director -
Property and Place) and Ms K. Hamm (Executive Assistant)

1 Acknowledgement of Country

Acknowledgement of Country was read by Mr D. Finnigan.

2 Apologies

RECOMMENDED on the motion of Derek Finnigan and Ms N. Baker that:

The apologies for inability to attend the meeting submitted by Cr S. Reynolds be
ACCEPTED.

3 Confirmation of Minutes of Previous Meeting

RECOMMENDED on the motion of Derek Finnigan and Ms N. Baker that:

The Minutes of the MACH Energy Mt Pleasant Community Funding Investment
Committee Meeting held on **15 March 2022**, a copy of which has been distributed to all
members, be taken as read and confirmed as a true record.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

5 Business Arising

Nil



6 Business

6.1 VPA Funding and Projects

VPA Funding

Mr Finnigan provided the meeting with an overview of the funding allocations.

Animal Shelter

Mr Lysaught advised the meeting of the completion of the Animal Shelter and advised that the kennels would be fully operational in early July 2023.

Mr Lysaught also advised the meeting that the Sustainability Hub would be relocated to the site, with community gardens located at the front of the block. The Animal Shelter also contains a Community Meeting room to enable Community Workshops, Training and Education.

TEC2 – Donald Horne Building

Mr Lysaught advised the meeting the final Occupation Certificate is due once the test has been conducted on the Abacus Screen by the Structural Engineer.

Mr Lysaught further advised the meeting the lower level will hold the Advanced Manufacturing facility and the top level will house the STEM Lab. Council is hoping to officially open the building in June, and that we are just waiting for confirmation from the Prime Minister and Premiers Office.

Economic Development

Mr Lysaught provided the meeting with an overview of Economic Development projects – Employment Land Strategy, STEM Lab and Advanced Management.

Town Centre

Mr Lysaught advised the meeting Stage 1 of the Town Centre Master Plan is almost complete. Loxton House had a lot of Structural works to be completed and a tender is to go out for internal refurbishment.

Mr Lysaught advised the meeting the Regional Entertainment Centre is to be relocated due to the realignment of Possum Gully. The proposed relocation will also provide street frontage to Bridge Street and will facilitate future development of Commercial/Retail space.

Mr Lysaught further advised the meeting that the Master plan is going to Council in May, which will include the concept for the Pocket Park for the short to medium term.

Ms Baker asked the meeting what is the timeframe for the demolition of the ANZ bank and Carpark Construction?

Mr Lysaught advised that the intention is to re-tenant the ANZ Building.

Denman Heritage Building

Mr Lysaught provided the meeting with an overview of the progress of the Denman Heritage Village, with the shed to be completed by the end of June. However, the landscaping and fencing will go beyond this financial year.

My Lysaught further advised the meeting that Council has a master plan for the Denman Recreation Area precinct and wanted to ensure the style was consistent.



The focus for Denman is to become the Tourism Hub of the Shire and Upper Hunter.

Proposed Projects

Community and Economic Development Fund (CEDF)

Mr Finnigan advised the meeting Council has a lot of ongoing projects that we would like to see completed and are not looking at starting any new projects this year.

Ms Pope advised the meeting a Community and Economic Development Fund (CEDF) Policy is currently being drafted for the consideration of Council, consultation with key stakeholders, and public exhibition. It is proposed to be comparable to Singleton Council's recently established CEDF.

Ms Pope further advised the meeting Council has a lot of renewable projects coming up, with only small amounts of funding. With the significant contributions Council receives from the mining companies, it is easy to identify community projects; however the renewable companies are looking at small parks which council will have to maintain, and it is not considered that this option will provide the best long term and sustainable benefit to the community.

Ms Baker advised the meeting she has seen a presentation from Singleton, and that it is a solid model and has real merit. Due to receive an update from Singleton's Economic Officer in September and can ask for a copy of the Presentation.

Economic Development

Mr Lysaught advised the meeting the Economic Development would be community based and include things like STEM Outreach Programs in Schools. Projects would be put forward for consideration of the committee.

Ms Baker advised the committee that they were concerned about the concept as they didn't want the contributions to go into a fund and that MACH Energy would only be advised when the funding has been spent at the end of the year. Ms Baker further advised that they are happy with the explanation and that it addresses their concerns.

Mr Redman asked the committee if MACH Energy received any other documentation other than once a year at the VPA meetings?

Ms Pope advised that at this stage only at the meetings, but that we should consider producing an Annual Report for distribution to the Mines and their Boards.

RECOMMENDED on the motion of Ms N. Baker and Mr M. Redman that:

The MACH Energy Mt Pleasant Community Funding Investment Committee:

1. Notes the information contained in the report.
2. Report to Council for the Community and Economic Development Fund Policy.
3. Committee to reconvene to discuss further and make recommendations.

7 Date of Next Meeting

TBD



8 Closure

The meeting was declared closed at 1.00pm.

.....
Mr D. Finnigan
General Manager



11.5. Muswellbrook Bypass Advisory Committee - 11 May, 2023

Attachments:	1. Minutes - Muswellbrook Bypass Advisory Committee - 11/05/2023 [11.5.1 - 2 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Michelle Sandell-Hay (Governance Officer)
Community Plan Issue:	6 - Community Leadership
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To inform Council of a meeting of the Muswellbrook Bypass Advisory Committee held on 11 May, 2023.

OFFICER'S RECOMMENDATION

The minutes for the Muswellbrook Bypass Advisory Committee meeting held on 11 May, 2023 be NOTED.

Moved: _____ **Seconded:** _____

REPORT

The Governance Officer reports that the Muswellbrook Bypass Advisory Committee met on 11 May, 2023.

The minutes of the meeting are attached for the information of the Councillors.

MINUTES OF THE MUSWELLBROOK BYPASS ADVISORY COMMITTEE MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD VIA TEAMS/THE LOXTON ROOM, ADMINISTRATION CENTRE, 60-82 BRIDGE STREET, MUSWELLBROOK ON THURSDAY 11 MAY 2023 COMMENCING AT 4:00PM.

PRESENT: Mr M. Kelly (Chair - MbK Chamber of Commerce), Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes, Cr B. Woodruff, Mr D. Finnigan, Mr M. Papadopoulos (TfNSW) and Mr B. Walton (TfNSW).

IN ATTENDANCE: Ms K. Scholes, Mr M. Lysaught and Ms K. Randall.

1 Acknowledgement to Country

The Acknowledgement of Country was read by Mr Kelly.

2 Apologies

RECOMMENDED on the motion of Cr B. Woodruff and Cr R. Scholes that:

The apologies for inability to attend the meeting submitted by Mr W. Toms and Ms A. Zycki be ACCEPTED.

3 Confirmation of Minutes of Previous Meeting

RECOMMENDED on the motion of Cr B. Woodruff and Cr R. Scholes that:

The Minutes of the Muswellbrook Bypass Advisory Committee Meeting held on **19 January 2023**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

5 Business Arising

Questions raised at previous meeting held on 19 January 2023, answered at this meeting are recorded below:

Socio-Economic Impacts - TfNSW

1. Mr Kelly raised concerns on the age of the data collected in the report and if this was intended to be updated?

Mr Papadopoulos advised that this would not be updated and would only be using existing data.

2. Mr Kelly asked Mr Papadopoulos could forward the tentative dates provided for tender and construction to be forwarded to Council?

Mr Papadopoulos advised that he could not give specific start and finish dates however, the Table of dates had been emailed to Mr Finnigan.

Muswellbrook Bypass Central Interchange

3. Have considerations been made regarding the capped spontaneous combustion risk at Muswellbrook Coal?

Mr Walton advised investigation is ongoing. They have had numerous reports dating back to 2003 that all addressed this as a primary risk and that they have a specialist drawing up methodologies to try and tackle from a road construction bent.



4. Cr Reynolds asked Mr Papadopoulos whether the ongoing costs and environmental impact has been considered with the re-alignment of Coal Road?

Mr Papadopoulos advised that TfNSW were very aware of the ongoing impact on the roads and the shire and that TfNSW were trying to find ways to work with that.

5. Cr Reynolds queried if TfNSW would be able to assist with the construction and realignment of this area?

Mr Papadopoulos advised that this was out of the scope of the project and that the project does not have the fiscal capability of taking any more on. Mr Papadopoulos advised that Council had expressed for some time that they would fund this if it needed to happen but that TfNSW would work with Council to find funding sources.

6. Mr Kelly asked if the calling for tenders is purely for construction or if it will also have design elements?

Mr Papadopoulos advised that the tender was for design and construct. A short list of three (3) tenders is expected to be determined in June 2023 and contract execution expected Q1, 2024.

7. Has Santos made contact with TfNSW?

Mr Papadopoulos advised that TfNSW have not heard from Santos for about 2.5 years. He also advised, if this related to the GLE Pipeline, this is not going to impact the proposed works.

6 Business

6.1 Muswellbrook bypass project update

A report was provided to the meeting by Project Manager, Mr Ben Walton and Mr Michael Papadopoulos of TfNSW.

RECOMMENDED that:

- The Muswellbrook Bypass Advisory Committee notes the presentation provided.
- The questions raised in the previous meeting have been addressed and detailed in the Business Arising section of these minutes.

8 Date of Next Meeting

To be Confirmed

9 Closure

The meeting was declared closed at 4:56pm.

Mr D. Finnigan
General Manager

Mr M. Kelly
Chairperson



11.6. Finance Review Advisory Committee - 16 May, 2023 and 20 June, 2023

Attachments:	1. Minutes - Finance Review Advisory Committee - 16/05/2023 [11.6.1 - 2 pages] 2. Minutes - Finance Review Advisory Committee - 20/06/2023 [11.6.2 - 2 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Josh Hogan (Finance Manager)
Community Plan Issue:	6 - <i>Community Leadership</i>
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To inform Council of a meeting of the Finance Review Advisory Committee Meetings held on 16 May, 2023 and 20 June, 2023

OFFICER'S RECOMMENDATION

The minutes for the Finance Review Advisory Committee meetings held on 16 May, 2023 and 20 June, 2023 be NOTED.

Moved: _____ **Seconded:** _____

REPORT

The Acting Chief Financial Officer reports that the Finance Review Advisory Committee met on 16 May, 2023 and 20 June, 2023.

The minutes of the meeting are attached for the information of the Councillors.

**MINUTES OF THE FINANCE ADVISORY COMMITTEE MEETING OF THE
MUSWELLBROOK SHIRE COUNCIL HELD IN THE LOXTON ROOM, ADMINISTRATION
CENTRE, 60-82 BRIDGE STREET, MUSWELLBROOK ON TUESDAY 16 MAY 2023
COMMENCING AT 4:00PM.**

PRESENT: Cr S. Reynolds (Chair), Cr R. Scholes, Mr D. Finnigan (General Manager), Mr J. Hogan (Acting Chief Financial Officer), Mr M. Lysaught (Director-Property & Place).

IN ATTENDANCE: Cr D. Marshall, Cr A. Barry, Cr L. Dunn, Cr J. Lecky and Ms K. Randall

1 Acknowledgement of Country

The Acknowledgement of Country was read by Cr Reynolds.

2 Apologies

RECOMMENDED on the motion of Cr S. Reynolds and Cr L. Dunn that:

The apologies for inability to attend the meeting submitted by Mr R. Mahajan be ACCEPTED.

3 Confirmation of Minutes of Previous Meeting

RESOLVED on the motion of Cr L. Dunn and Cr R. Scholes that:

The Minutes of the Finance Review Advisory Committee Meeting held on **18 April 2023**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

5 Business Arising

5.1 Report on Investments held as at 30 April 2023

RECOMMENDED on the motion of Cr L. Dunn and Cr R. Scholes that:

- 1) Council notes Council's Investments as at 30 April 2023.
- 2) A report be presented to the next committee meeting regarding how Laminar Capital was engaged as Council's portfolio manager
- 3) Council's CFO investigate the need to re-evaluate the engagement process

6 Business

6.1 Monthly Financial Report - April 2023

RECOMMENDED on the motion of Cr R. Scholes and Cr L. Dunn that:

The Finance Review Advisory Committee notes the Financial Reports for the month ending 30 April 2023.



6.2 March 2023 Quarterly Budget Review Update

RECOMMENDED on the motion of Cr R. Scholes and Cr L. Dunn that:

The Finance Review Advisory Committee note the proposed changes in the March 2023 Quarterly Budget Review.

7 Date of Next Meeting

20 June 2023

8 Closure

The meeting was declared closed at 4:45pm.

Mr D. Finnigan
General Manager

Cr S. Reynolds
Chairperson

**MINUTES OF THE FINANCE ADVISORY COMMITTEE MEETING OF THE
MUSWELLBROOK SHIRE COUNCIL HELD IN THE LOXTON ROOM, ADMINISTRATION
CENTRE, 60-82 BRIDGE STREET, MUSWELLBROOK ON TUESDAY 20 JUNE 2023
COMMENCING AT 4.00PM**

PRESENT: Cr J.A. Lecky (Chair), Cr L. Dunn, Cr R. Mahajan, Cr R. Scholes, Mr D. Finnigan (General Manager) and Mr J. Hogan (Acting Chief Financial Officer).

IN ATTENDANCE: Cr D. Marshall and Mrs M Sandell-Hay.

1 Acknowledgement of Country

The Acknowledgement of Country was read by Cr Lecky.

2 Apologies

RECOMMENDED on the motion of Cr R. Mahajan and Cr L. Dunn that:

The apologies for inability to attend the meeting submitted by Cr S. Reynolds be ACCEPTED.

In Favour: Cr J. Lecky, Cr L. Dunn, Cr R. Mahajan, Cr R. Scholes

Against: Nil

3 Confirmation of Minutes of Previous Meeting

RESOLVED on the motion of Cr L. Dunn and Cr R. Mahajan that:

The Minutes of the Finance Review Advisory Committee Meeting held on **16 May 2023**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

In Favour: Cr J. Lecky, Cr L. Dunn, Cr R. Mahajan and Cr R. Scholes.

Against: Nil.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

5 Business Arising

Nil

6 Business

6.1 Report on Investments held as at 31 May 2023

RESOLVED on the motion of Cr R. Scholes and Cr R. Mahajan that:

The Finance Review Advisory Committee notes Council's Investments as at 31 May 2023.

In Favour: Cr J. Lecky, Cr L. Dunn, Cr R. Mahajan and Cr R. Scholes.

Against: Nil.



6.2 Operating and Capital Budget Carryovers to 2023-24

RESOLVED on the motion of Cr R. Scholes and Cr R. Mahajan that:

1. The Finance Review Advisory Committee reviews the lists of Operating and Capital Carryovers proposed by management, and recommend Council endorses the proposal.
2. Recommend to Council that the final value, based on the adjusted actual 2022/23 expenditure, is to be incorporated into the 2023/24 Budget prior to the September 2023 quarterly budget review.
3. Recommend to Council that new Grant Funding received/confirmed in late June is to be carried over and incorporated into the September 2023 quarterly budget review.

In Favour: Cr J. Lecky, Cr L. Dunn, Cr R. Mahajan and Cr R. Scholes.

Against: Nil.

6.3 Monthly Financial Report - May 2023

RESOLVED on the motion of Cr L. Dunn and Cr R. Mahajan that:

The Finance Review Advisory Committee notes the Financial Reports for the month ending 31 May 2023.

In Favour: Cr J. Lecky, Cr L. Dunn, Cr R. Mahajan and Cr R. Scholes.

Against: Nil.

7 Date of Next Meeting

18 July 2023

8 Closure

The meeting was declared closed at 4.16pm.

.....
Mr D. Finnigan
General Manager

.....
Cr J. Lecky
Chairperson



11.7. BHP Mt Arthur Community Funding Investment Committee - 16 May, 2023

Attachments:	1. Minutes - BHP Mt Arthur Community Funding Investment Committee - 16/05/2023 [11.7.1 - 2 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Michelle Sandell-Hay (Governance Officer)
Community Plan Issue:	6 - Community Leadership
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To inform Council of a meeting of the BHP Mt Arthur Community Funding Investment Committee held on 16 May, 2023.

OFFICER'S RECOMMENDATION

The minutes for the BHP Mt Arthur Community Funding Investment Committee held on 16 May, 2023 be NOTED.

Moved: _____ **Seconded:** _____

REPORT

The Governance Officer reports that the BHP Mt Arthur Community Funding Investment Committee met on 16 May, 2023.

MINUTES OF THE BHP MT ARTHUR COMMUNITY FUNDING INVESTMENT COMMITTEE MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD VIA TEAMS/THE LOXTON ROOM, ADMINISTRATION CENTRE, 60-82 BRIDGE STREET, MUSWELLBROOK ON TUESDAY 16 MAY 2023 COMMENCING AT 1.00PM.

PRESENT: Mr D. Finnigan (General Manager), Cr S. Reynolds (Mayor), Ms S. Bailey, Ms A. Walker, Mr R. Winfield

IN ATTENDANCE: Ms S. Pope (Director - Environmental and Planning Services), Mr J. Hogan (Acting Chief Financial Officer), Mr M. Lysaught (Director - Property and Place), Ms S. Welchman (Director - Community & Economy) and Ms K. McCann (Executive Assistant)

1 Acknowledgement of Country

The Acknowledgement of Country was read by Cr S. Reynolds.

2 Apologies

Nil.

3 Confirmation of Minutes of Previous Meeting

RECOMMENDED on the motion of Mr R. Winfield and Cr S. Reynolds that:

The Minutes of the BHP Mt Arthur Community Funding Investment Committee Meeting held on **14 March 2022**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

5 Business Arising

RESOLVED on the motion of Cr S. Reynolds and Mr R. Winfield that:

The committee notes the change of Committee Member from Mr Adam Lancey to Ms Amanda Walker.

6 Business

6.1 VPA Funding and Projects

RECOMMENDED on the motion of Mr R. Winfield and Cr S. Reynolds that:

The Mt Arthur Community Funding Investment Committee:

1. Notes the information contained in the report.
2. Detailed Fund Allocation report to be provided to the Committee
3. Further consultation to be held with the Committee following the drafting of the Community and Economic Development fund (CEDF) Policy.



7 Date of Next Meeting

TBD

8 Closure

The meeting was declared closed at 1.56pm.

.....
Mr D. Finnigan
General Manager



11.8. Aboriginal Cultural Inclusion Committee - 18 May, 2023

Attachments:	1. Minutes - Aboriginal Cultural Inclusion Committee - 18//05/2023 [11.8.1 - 3 pages]
Responsible Officer:	Shaelee Welchman - Director - Community & Economy
Author:	Kim Manwarring (Manager Community Services)
Community Plan Issue:	6 - <i>Community Leadership</i>
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To inform Council of a meeting of the Aboriginal Cultural Inclusion Committee held on 18

OFFICER'S RECOMMENDATION

The minutes for the Aboriginal Cultural Inclusion Committee meeting held on 18 May, 2023 be NOTED.

Moved: _____ **Seconded:** _____

REPORT

The Manger – Community Services reports that the Aboriginal Cultural Inclusion Committee met on 18 May 2023.

The minutes of the meeting are attached for the information of the Councillors.

**MINUTES OF THE CORPORATE ASSET MANAGEMENT STEERING COMMITTEE
MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD VIA TEAMS/THE
LOXTON ROOM, ADMINISTRATION CENTRE, 60-82 BRIDGE STREET,
MUSWELLBROOK ON THURSDAY 18 MAY 2023 COMMENCING AT 4.00PM**

PRESENT: Cr S. Reynolds (Chair), Cr M. Bowditch and Cr R. Scholes

IN ATTENDANCE: Mr D. Finnigan (General Manager), Ms S. Welchman (Director - Community & Economy), Ms K. Manwarring (Manager - Community Services) and Ms R. Thompson (Community Partnerships Officer).

1 Acknowledgement of Country

The Acknowledgement of Country was read by Cr Reynolds.

2 Apologies

Nil

3 Confirmation of Minutes of Previous Meeting

RECOMMENDED on the motion of Cr S. Reynolds and Cr M. Bowditch that:

The Minutes of the Aboriginal Cultural Inclusion Committee Meeting held on **26 April 2021**, be NOTED.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Cr Bowditch declared an interest in agenda item 7.1 Aboriginal Cultural Inclusion Committee – Community Members EOI. Cr Bowditch advised the Committee that he is a member of Wanaruah Local Aboriginal Land Council.

5 Business Arising

All business arising items from the previous meeting will be dealt with when the full committee is constituted

6 Business

6.1 Annual Aboriginal Reconciliation Flag Raising

RECOMMENDED on the motion of Cr S. Reynolds and Cr R. Scholes that:

The current Aboriginal Cultural Inclusion Committee nominates Cr M. Bowditch to act as MC for the Annual Aboriginal Reconciliation Flag Raising event.

7 Adjournment into Closed Committee

RESOLVED on the motion of Cr M. Bowditch and Cr R. Scholes that:

Council adjourn into Closed Session and members of the press and public be excluded from the meeting of the Closed Session, and access to the correspondence and reports relating to the items considered during the course



of the Closed Session be withheld unless declassified by separate resolution. This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the provisions outlined in Section 17 below.

In Favour: Cr S. Reynolds, Cr M. Bowditch and Cr R. Scholes.

Against: Nil.

8 Closed Committee

8.1 Aboriginal Cultural Inclusion Committee - Community Members EOI

Disclosure of Interest

Cr M. Bowditch declared an interest in this item. Cr Bowditch advised the Committee that he is a member of the Wanaruah Local Aboriginal Land Council. Cr Bowditch left the meeting and therefore took no part in discussion or voting on this item.

RESOLVED on the motion of Cr S. Reynolds and Cr R. Scholes that:

The Community Services Team will contact the applicants to seek additional information such as are applicants:

- still interested in being a part of the committee as a community member
- reside within the Wanaurah Local Aboriginal Land Council boundary

In Favour: Cr S. Reynolds and Cr R. Scholes.

Against: Nil.

9 Resumption of Open Council

RESOLVED on the motion of Cr S. Reynolds and Cr R. Scholes that:

The meeting return to Open Committee.

In Favour: Cr S. Reynolds and Cr R. Scholes.

Against: Nil.

10 Date of Next Meeting

TBD

11 Closure

The meeting was declared closed at 4.45pm

.....
Cr S. Reynolds
Chair





11.9. Minutes of State Significant Development Committee - 30 May, 2023

Attachments:	1. Minutes - Extra- Ordinary State Significant Development Committee -30/05/2023 [11.9.1 - 2 pages]
Responsible Officer:	Sharon Pope - Director - Planning & Environment
Author:	Theresa Folpp (Development Compliance Officer)
Community Plan Issue:	6 - <i>Community Leadership</i>
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To inform Council of a meeting of the Extra-Ordinary State Significant Development Committee Meeting held on 30 May, 2023.

OFFICER'S RECOMMENDATION

The minutes for the Extra-Ordinary State Significant Development Committee meeting held on 30 May, 2023 be NOTED.

Moved: _____ **Seconded:** _____

REPORT

The Development Compliance Officer reports that the State Significant Development Committee met on 30 May, 2023.

The minutes of the meeting are attached for the information of the Councillors.

**MINUTES OF THE STATE SIGNIFICANT DEVELOPMENT COMMITTEE MEETING OF
THE MUSWELLBROOK SHIRE COUNCIL HELD IN THE LOXTON ROOM,
ADMINISTRATION CENTRE, 60-82 BRIDGE STREET, MUSWELLBROOK ON TUESDAY
30 MAY 2023 COMMENCING AT 5:00PM.**

PRESENT:

Cr S. Reynolds (Chair), Cr J. Lecky and Cr R. Scholes.

IN ATTENDANCE:

Cr M. Bowditch, Cr D. Douglas, Cr R. Mahajan, Cr D. Marshall,
Mr D. Finnigan (General Manager), Ms S. Pope (Director – Planning &
Environment), Mrs S. Welchman Director - Community & Economy),
Ms T. Folpp (Development Compliance Officer).

1 Acknowledgement of Country

The Acknowledgement of Country was read by Cr Reynolds.

2 Apologies

RECOMMENDED on the motion of Cr R. Scholes and Cr J. Lecky that:

The apologies for inability to attend the meeting submitted by Cr L. Dunn, Cr B. Woodruff and Cr G. McNeil be ACCEPTED.

3 Confirmation of Minutes of Previous Meeting

RESOLVED on the motion of Cr R. Scholes and Cr J. Lecky that:

The Minutes of the State Significant Development Committee Meeting held on 8 May 2023, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

5 Business Arising

Nil

6 Business

6.1 SSD Liddell Future Land Use Environmental Impact Statement - Council Submission

RECOMMENDED on the motion of Cr R. Scholes and Cr J. Lecky that:

The Committee request that the proposed submission be updated to include the amendments below and be endorsed by the SSD Committee.

- All legacy contaminated sites proposed to be left in-situ should be surveyed and registered as an 88B on title.



- Settling Pond will need to be treated appropriately to remove contaminants e.g dredged and remediated to remove any contamination.
- Project to consider vegetation corridors within the shire, consistent with the '*Synoptic Plan Integrated Landscapes for Coal Mine Rehabilitation in the Hunter Valley of NSW*'.
- Decontamination and LAD closure to be suitable for listed terrestrial fauna.
- Rehabilitation Management Plan to be updated for the Project and prepared in consultation with Council.

8 Date of Next Meeting

10 July 2023

9 Closure

The meeting was declared closed at 5:45pm.

Mr D. Finnigan
General Manager

Cr S. Reynolds
Chairperson



12. Notices of Motion

Nil

13. Councillors Reports

14. Written Questions

Nil

15. Questions for Next Meeting

16. Adjournment into Closed Council

In accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2005, business of a kind referred to in Section 10A(2) of the Act should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

17. Closed Council

RECOMMENDATION

Council adjourn into Closed Session and members of the press and public be excluded from the meeting of the Closed Session, and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution. This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:

Moved: _____ **Seconded:** _____

17.1. Regional Procurement Tender T032324HUN - Supply of Stationery

This report is CONFIDENTIAL under the provisions of Section 10A(2)(c) of the Local Government Act 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.



17.2. Options to Tender following EOI for Organics Processing

This report is CONFIDENTIAL under the provisions of Section 10A(2)(c) of the Local Government Act 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

17.3. LGP RFQ 2022-2023-0563 Upgrade of Equipment and Facilities at Simpson Park, Muswellbrook

This report is CONFIDENTIAL under the provisions of Section 10A(2)(c) of the Local Government Act 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

17.4. Purchase of Denman Property

This report is CONFIDENTIAL under the provisions of Section 10A(2)(c) of the Local Government Act 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.



18. Resumption of Open Council

19. Closure

Date of Next Meeting: 25 July, 2023