

FINANCE & GOVERNANCE ADVISORY COMMITTEE

Business Paper

13 March 2025



Terms of Reference

1. Objective

The objectives of the Finance and Governance Committee (the Committee) are to:

- Provide an enhanced level of oversight and engagement over Finance and Governance matters.
- Enable Councillors and senior staff to consider issues, trends and opportunities relating to Finance and Governance services and activities.
- Ensure Council's Finance and Governance services and activities are aligned with the Community Strategic Plan goals and Council's priorities, as articulated in the Delivery Program.

2. Scope

The Committee will report to Council and provide advice and recommendations on matters relevant to Finance and Governance. Muswellbrook Shire Council authorises the Committee, within the scope of its role and responsibilities to:

- monitor and review the financial performance, position and sustainability of Council.
- develop and review Council policies.
- provide input into goals and targets to achieve financial objectives, including development and review of the Long-Term Financial Plan.
- provide input into allocation and monitoring of funding for major projects.
- consider upcoming grant opportunities and review the status of proposed and submitted grant applications.
- ensure Council's awarding of grants and contributions programs are timely, fair, and equitable to the community.
- provide input and review the Enterprise Risk Management Framework.
- provide input and monitor progress on the Integrated Planning and Reporting Framework.
- enable Councillor oversight of Audit and organisational improvement.

3. Authority

Muswellbrook Shire Council authorises the Committee, within the scope of its role and responsibilities, to:

- Use delegated authority to place Council policies on Public Exhibition.
- Use delegated authority to make decisions regarding the submission of applications for grant programs.
- Use delegated authority to make decisions on the awarding of community grant applications received by Council.
- Request information required to inform decision making.
- Request staff and external parties to present information at Committee meetings to assist in understanding any matter under consideration.
- Obtain external legal or other professional advice, as considered necessary, to meet its responsibilities (in accordance with Council Budget and procurement arrangements and



subject to prior consultation with the General Manager).

4. Composition and Tenure

Members of the Committee are elected by Council.

Members (voting)

The members of the Committee shall be 6 Councillors and are listed below.

All members of the Committee are entitled to one vote and, in the event of an equal vote, the Chair has a casting vote.

Attendees (non-voting)

The following Council officers will act as liaison officers to the Committee:

- General Manager
- Chief Financial Officer
- Director - Community and Economy
- Director - Infrastructure & Property
- Director - Environment and Planning
- Financial Controller
- Grants and Community Engagement Advisor
- Manager Governance and Risk

Invitees (non-voting) for specific Agenda items

Other officers may attend by invitation as requested by the Committee or the General Manager.

5. Responsibilities of Members

Members of the Committee will:

- Make decisions in line with the relevant legislative and regulatory requirements.
- Contribute the time needed to review and understand the papers provided.
- Apply sound objectivity and judgement.
- Express opinions frankly and respectfully and ask questions to obtain a greater understanding of the issues.
- Act, and be seen to act, properly and in accordance with the requirements of the law and Council's Code of Conduct and Code of Meeting Practice.
- Act in good faith and fidelity in the interests of Council and the community.

6. Reporting

Following each meeting, the minutes will be reported to the next Council Meeting and the Chair will be required to provide a brief summary.

7. Meetings

- The Committee will meet at 4.00pm on the second Thursday of every month.
- Meetings of the Committee must be advertised, recorded and published to Council's website.



- The need for any additional meetings will be decided by the Chair of the Committee, though other Committee members or Council Staff may make requests to the Chair for additional meetings.
- The Committee shall comply with Council's adopted Code of Meeting Practice and Code of Conduct.
- Meetings of the Committee are open to the public to attend.

8. Attendance at Meetings and Quorums

A quorum will consist of four (4) Committee members. Meetings will be held in person. Councillors may attend and participate in meetings of the committee by audio-visual link with the approval of the committee.

9. Voting

The Committee is expected to make decisions by consensus, however, if voting becomes necessary, then the details of the vote are to be recorded in the minutes. Each member of the Committee shall be entitled to one vote only with the Chair having a casting vote in the event of a tied vote.

10. Secretariat

The General Manager will ensure that appropriate secretariat support is provided to the Committee. The Secretariat will ensure the agenda for each meeting and supporting papers are circulated at least 5 days before the meeting and will ensure minutes of the meeting are prepared and maintained.

Minutes shall be approved by the Chair and circulated to all Committee members within one week of the meeting and filed in accordance with Council's Records Management Policy.

11. Conflicts of Interest

Members of Council committees must comply with the applicable provisions of Council's Code of Conduct in carrying out their functions as Council officials. It is the personal responsibility of Council officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.

Committee members must declare any conflict of interest at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflict of interest should be appropriately minuted.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist.

12. Induction

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

13. Review of Committee Terms of Reference

At least once every two years the Committee will review the Committee's Terms of Reference and make recommendations on any changes to Council for its determination.

Any changes to the Committee Terms of Reference must be approved by Council.



MUSWELLBROOK SHIRE COUNCIL

P.O Box 122

MUSWELLBROOK

10 March, 2025

Cr R. Scholes (Chair)
Cr R. Mahajan (Deputy Chair)
Cr A. Barry
Cr L. Dunn
Cr J. Drayton
Cr M. Morris
Mr D. Finnigan (General Manager)
Mr J. Hogan (Chief Financial Officer)
Ms S. Welchman (Director – Community & Economy)
Ms K. Hamm (Manager – Governance & Risk)

You are hereby requested to attend the Finance & Governance Advisory Committee to be held in the Meeting Room / Teams, Muswellbrook Library, 126 Bridge Street, Muswellbrook on **13 March 2025** commencing at 4:00 pm.

Josh Hogan
CHIEF FINANCIAL OFFICER



Order of Business

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1 Acknowledgement of Country

Acknowledgement of Country

Council would like to respectfully acknowledge the local Aboriginal people who are the Traditional Owners and custodians of the land on which this meeting takes place

2 Apologies

3 Confirmation of Minutes of Previous Meeting

RECOMMENDATION

The Minutes of the Finance and Governance Committee Meeting held on **13 February, 2025**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

Moved: _____ Seconded: _____

**MINUTES OF THE FINANCE AND GOVERNANCE ADVISORY COMMITTEE MEETING
OF THE MUSWELLBROOK SHIRE COUNCIL HELD IN THE LOXTON ROOM,
ADMINISTRATION CENTRE, 60-82 BRIDGE STREET,
MUSWELLBROOK ON THURSDAY 13 FEBRUARY 2025 COMMENCING AT 3.11PM.**

PRESENT: Cr R. Scholes (Chair), Cr A. Barry, Cr J. Drayton, Cr L. Dunn and
Cr M. Morris.

IN ATTENDANCE: Cr G. McNeill, Cr D. Marshall, Cr S. Ward, Mr D. Finnigan (General
Manager), Ms S. Welchman (Director - Community & Economy),
Mr M. Lysaught (Director - Infrastructure & Property), Mr J. Hogan
(Chief Financial Officer), Ms K. Hamm (Manager - Governance &
Risk), Ms J. Hayes (Financial Controller) and Mrs M. Sandell-Hay
(Governance Officer).

1 Acknowledgement of Country

The Acknowledgement of Country was read by Cr R. Scholes.

2 Apologies

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

The apology for inability to attend the meeting submitted by Cr R. Mahajan
be ACCEPTED.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton, Cr M. Morris and Cr L. Dunn

Against: Nil

3 Confirmation of Minutes of Previous Meeting

Nil

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

5 Business Arising

Nil



6 Business

6.1 Council Grant Funding Update

RESOLVED on the motion of Cr L. Dunn and Cr A. Barry that:

The Finance & Governance Advisory Committee notes the information contained in the report and endorses Council staff to review and apply for funding opportunities contained within the report.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton, Cr M. Morris and Cr L. Dunn

Against: Nil

6.2 December 2024 Quarterly Budget Review

RESOLVED on the motion of Cr A. Barry and Cr L. Dunn that:

The Finance and Governance Committee endorses the proposed changes in the December 2024 Quarterly Budget Review.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton, Cr M. Morris and Cr L. Dunn

Against: Nil

6.3 Monthly Financial Report - January

RESOLVED on the motion of Cr L. Dunn and Cr M. Morris that:

The Finance & Governance Advisory Committee notes the Financial Reports for the month ending 31 January 2025.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton, Cr M. Morris and Cr L. Dunn

Against: Nil

6.4 Report on Investments held as at 31 January 2025

RESOLVED on the motion of Cr L. Dunn and Cr M. Morris that:

The Finance & Governance Advisory Committee notes Council's Investments as at 31 January 2025.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton, Cr M. Morris and Cr L. Dunn

Against: Nil



FINANCE AND GOVERNANCE COMMITTEE MINUTES

13 February 2025

6.5 Terms of Reference

RESOLVED on the motion of Cr M. Morris and Cr A. Barry that:

The Finance and Governance Committee endorses the Draft Terms of Reference for submission to Council.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton, Cr M. Morris and Cr L. Dunn

Against: Nil

7 Closed Committee

Nil

8 Date of Next Meeting

13 March, 2025

9 Closure

The meeting was declared closed at 4.08pm.

.....
Mr D. Finnigan
General Manager

.....
Cr R. Scholes
Chairperson



4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

5 Business Arising

Nil



6 Business

6.1 Monthly Financial Report - February 2025

Responsible Officer: General Manager

Author: Finance Business Partner

Community Strategic Plan: 6 - *Community Leadership*

Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.

Delivery Program Goal: 6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

Operational Plan Action: 6.2.1.1 - Provide transparent reporting to the community about Council's finances.

Attachments: 1. Monthly Report - February 2025 [6.1.1 - 10 pages]

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 28 February 2025.

OFFICER'S RECOMMENDATION

Council notes the Financial Reports for the month ending 28 February 2025.

Moved: _____ **Seconded:** _____

REPORT

Please refer to the attachment for February 2025 details of:

- Monthly & Year-to-Date operating performance by Fund;
- Capital Project Spend; and
- Outstanding Debtor Balances.

Overview

The preparation of the 2025-2026 Budget is currently in progress. The December quarterly budget review has been approved by Council. The rates and charges are budgeted and levied in the month of July for the whole year. Presently, revenue shows variance against budget, which is expected to be received later in the year.



Material Exceptions:

General Fund

Revenue:

- Rates and Charges are budgeted and recognised in July.
- Total revenue is \$43.41M against the February budget of \$47.66M, resulting in a negative variance of \$4.24M.
- User Charges and Fees show an unfavourable variance due to timing with the Transport for NSW ordered works program, which is expected to be received later in the financial year. Council has received \$430k towards works in the month of February 2025.
- Under operating grants, 85% of Financial Assistance Grant was received in advance and was transferred to the reserve.
- VPA funding is expected to be received later in the year.

Expenses:

- Overall costs are 53% against annual budgets, having a favourable variance of \$8.04M, with the major contribution from materials (principally, Roads & Drainage, Property & Building, and Waste Management).
- The variance under the above includes \$0.86M from Transport for NSW ordered works. Works are expected to be expended later during the year, according to the work order schedule.

Water Fund

- Overall water revenue shows an unfavourable variance against budget of \$0.11M.
- Water User Charges and Fees revenue show an unfavourable variance of \$0.45M after the second billing cycle. The full-year result won't be known until after the May 2025 billing cycle (third and final water billing cycle for the financial year).
- Expenses show a favourable variance of \$0.13M due to the timing in the receipt of utility invoices and savings in labour cost.

Sewer Fund

- Overall, Sewer Costs show a favourable variance against budget of \$1.51M.
- Revenue is at par with budget, with a negative variance in user fees and charges. This is expected to be covered by non-residential sewer charges throughout the remainder of the year.

Future Fund

Revenue:

- Overall revenue is in line with budget, having favourable variance of \$0.38M.

Expenses:

- Overall expenses show a favourable variance, except borrowing costs.

Capital Projects

- YTD Capital Spend is \$14.48M, which equates to 25% of the total updated Capital Budget, including carryovers.

Muswellbrook Shire Council

Financial Report - February 2025



Council Consolidated								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	December Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
	YTD				Full Year			
Revenue								
Rates and Charges	\$36,335,376	\$36,423,336	(\$87,960)	0%	\$35,993,634	\$36,423,336	100%	* Rates and charges budgets are allocated and levied in July. Revenue is showing an unfavourable variance against budget. This is due to outstanding ordered works for Transport for NSW for the period and 85% of Financial Assistance Grant (FAG) has been received in the 2024 in advance. These monies were transferred to the FAG Reserve.
User Charges and Fees	\$13,552,698	\$14,145,827	(\$593,129)	-4%	\$21,294,328	\$21,227,231	64%	
Interest and Investments Revenues	\$2,819,545	\$2,338,977	\$480,568	21%	\$3,509,869	\$3,509,869	80.33%	
Other Revenues	\$1,491,091	\$1,735,795	(\$244,704)	-14%	\$2,545,098	\$2,604,735	57%	
Operating Grants and Contributions	\$4,298,812	\$6,861,993	(\$2,563,181)	-37%	\$9,465,797	\$10,297,109	42%	
Internal Revenue	\$3,182,220	\$4,146,388	(\$964,168)	-23%	\$5,780,160	\$6,222,071	51%	See individual funds for commentary specific to that fund
Total Revenue	\$61,679,742	\$65,652,316	(\$3,972,574)	-6%	\$78,588,886	\$80,284,351	77%	
Expenses								
Wages and Salaries	\$10,919,899	\$12,304,709	\$1,384,810	11%	\$18,002,105	\$18,464,449	59%	Overall costs have a favourable variance against the annual budget after the December Quarterly Budget Review. There is a favourable variance in Wages and Salaries due to staff vacancies. Materials and Contracts is showing favourable variance due to delays for Transport for NSW ordered works and some other projects. In addition, the DECC levy is yet to be received.
Materials and Contracts	\$13,156,023	\$18,500,429	\$5,344,406	29%	\$26,438,356	\$27,761,748	47%	
Other Costs	\$3,865,706	\$5,303,932	\$1,438,226	27%	\$7,478,047	\$7,359,632	53%	
Borrowing Costs	\$1,605,569	\$1,733,608	\$128,039	7%	\$2,674,278	\$2,601,453	62%	
Overheads	\$3,182,221	\$3,944,120	\$761,899	19%	\$5,918,547	\$5,918,547	54%	
Depreciation	\$10,232,135	\$10,830,425	\$598,290	6%	\$16,252,138	\$16,252,138	63%	See individual funds for commentary specific to that fund
Total Expenses	\$42,961,553	\$52,617,223	\$9,655,670	18%	\$76,763,471	\$78,357,967	55%	
Result	\$18,718,189	\$13,035,094	\$5,683,095		\$1,825,415	\$1,926,384		

Muswellbrook Shire Council

Financial Report - February 2025



General Fund								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	December Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$27,203,783	\$27,115,706	\$88,077	0%	\$26,686,004	\$27,115,706	100%	*Rates and charges budgets are allocated and levied in July.
User Charges and Fees	\$5,226,125	\$5,740,456	(\$514,331)	-9%	\$8,598,475	\$8,614,129	60.67%	*Overall revenue is short of YTD budgets by 9%. User Charges and Fees: shortfall due to budget for Transport NSW works program; expected to be received later; \$430k received in Feb 2025. Operating Grants & Contributions: 85% of FAG monies were received in advance and has been transferred to the Reserve; VPA funds are expected to be received later in the year. Internal Revenue: YTD unfavourable variance is related to transfers from reserves, which will occur later in the year.
Interest and Investments Revenues	\$2,099,589	\$1,707,783	\$391,806	23%	\$2,562,699	\$2,562,699	82%	
Other Revenues	\$1,490,487	\$1,734,728	(\$244,241)	-14%	\$2,541,456	\$2,603,133	57%	
Operating Grants and Contributions	\$4,217,645	\$6,810,829	(\$2,593,184)	-38%	\$9,597,109	\$10,220,332	41%	
Internal Revenue	\$3,182,220	\$4,559,999	(\$1,377,779)	-30%	\$6,192,736	\$6,842,736	47%	
Total Revenue	\$43,419,849	\$47,669,501	(\$4,249,652)	-9%	\$56,178,479	\$57,958,735	75%	
Expenses								
Wages and Salaries	\$9,493,939	\$10,517,255	\$1,023,316	10%	\$15,319,851	\$15,782,195	60.16%	Overall costs have a favourable variance of 21% against annual budgets. Materials & contracts: Grants funds not yet spent - Denman Children's Centre(\$895k), Road programs - TfNSW (\$866k)& Regional Emergency Repair(\$580k). Other costs: Legal costs (\$ 467k), Utility bills yet to be received (280k).
Materials and Contracts	\$9,884,777	\$14,992,245	\$5,107,468	34%	\$21,143,497	\$22,497,366	44%	
Other Costs	\$2,651,169	\$3,680,110	\$1,028,941	28%	\$5,167,345	\$5,106,198	51.92%	
Borrowing Costs	\$180,706	\$511,607	\$330,901	65%	\$762,266	\$767,718	24%	
Overheads	\$1,487,409	\$1,533,384	\$45,975	3%	\$2,300,997	\$2,300,997	65%	
Depreciation	\$7,144,362	\$7,653,286	\$508,924	7%	\$11,484,523	\$11,484,523	62%	
Total Expenses	\$30,842,362	\$38,887,887	\$8,045,525	21%	\$56,178,479	\$57,938,997	53%	
Result	\$12,577,487	\$8,781,614	\$3,795,873		\$0	\$19,738		

Muswellbrook Shire Council

Financial Report - February 2025



Water Fund								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	December Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$2,378,467	\$2,379,111	(\$644)	0%	\$2,379,111	\$2,379,111	100%	
User Charges and Fees	\$3,176,912	\$3,625,280	(\$448,368)	-12%	\$5,440,096	\$5,440,096	58%	*Rates and Charges budgets are allocated and levied in July.
Interest and Investments Revenues	\$467,109	\$424,797	\$42,312	10%	\$637,451	\$637,451	73%	*Water User Charges and Fees revenue show an unfavourable variance, due to water billing cycles. The second water account has been raised in Jan 25. The shortfall is expected to be recovered in May 25 billing cycle.
Other Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	
Operating Grants and Contributions	\$42,093	\$25,508	\$16,585	65%	\$38,277	\$38,277	110%	
Internal Revenue	\$0	(\$274,941)	\$274,941	-100%	(\$412,576)	(\$412,576)	0%	
Total Revenue	\$6,064,581	\$6,179,755	(\$115,174)	-2%	\$8,082,359	\$8,082,359	75%	
Expenses								
Wages and Salaries	\$866,367	\$973,036	\$106,669	11%	\$1,460,138	\$1,460,138	59%	
Materials and Contracts	\$1,828,320	\$1,638,348	(\$189,972)	-12%	\$2,458,506	\$2,458,506	74%	* Overall, costs show a favourable variance of 3% against annual budgets. Materials & Contracts : negative variance due to chemical costs. Other costs : Utilities (\$129k) due to timing difference in billing.
Other Costs	\$206,567	\$380,698	\$174,131	46%	\$541,556	\$541,556	38%	
Borrowing Costs	\$0	\$0	\$0	0%	\$0	\$0	0%	
Overheads	\$805,098	\$804,777	(\$321)	0%	\$1,207,649	\$1,207,649	67%	
Depreciation	\$1,408,191	\$1,454,731	\$46,540	3%	\$2,182,969	\$2,182,969	65%	
Total Expenses	\$5,114,543	\$5,251,590	\$137,047	3%	\$7,850,818	\$7,850,818	65%	
Result	\$950,038	\$928,166	\$21,872		\$231,541	\$231,541		

Muswellbrook Shire Council

Financial Report - February 2025



Sewer Fund								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	December Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
	YTD				Full Year			
Revenue								
Rates and Charges	\$6,753,126	\$6,928,519	(\$175,393)	-3%	\$6,928,519	\$6,928,519	97%	*Rates and charges budgets are levied in July. Non-residential water and sewer charges are received throughout the year.
User Charges and Fees	\$290,623	\$310,208	(\$19,585)	-6%	\$465,498	\$465,498	62%	
Interest and Investments Revenues	\$252,847	\$206,397	\$46,450	23%	\$309,719	\$309,719	82%	
Other Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	
Operating Grants and Contributions	\$39,074	\$25,656	\$13,418	52%	(\$169,589)	\$38,500	101%	
Internal Revenue	\$0	(\$138,671)	\$138,671	-100%	\$0	(\$208,089)	0%	
Total Revenue	\$7,335,670	\$7,332,109	\$3,561	0%	\$7,534,147	\$7,534,147	97%	
Expenses								
Wages and Salaries	\$460,608	\$636,761	\$176,153	28%	\$955,523	\$955,523	48%	* Overall, costs show a favourable variance of 30% against annual budgets. Other costs : Utilities (\$183k) due to timing difference in billing. Materials & contracts : sewer treatment costs (\$149k)
Materials and Contracts	\$668,454	\$1,062,234	\$393,780	37%	\$1,596,924	\$1,593,989	42%	
Other Costs	\$384,833	\$577,068	\$192,235	33%	\$817,889	\$817,889	47%	
Borrowing Costs	\$397,234	\$393,195	(\$4,039)	-1%	\$587,093	\$590,028	67%	
Overheads	\$64,311	\$780,884	\$716,573	92%	\$1,171,795	\$1,171,795	5%	
Depreciation	\$1,552,916	\$1,595,792	\$42,876	3%	\$2,394,646	\$2,394,646	65%	
Total Expenses	\$3,528,356	\$5,045,934	\$1,517,578	30%	\$7,523,870	\$7,523,870	47%	
Result	\$3,807,314	\$2,286,176	\$1,521,138		\$10,277	\$10,277		

Muswellbrook Shire Council

Financial Report - February 2025



Future Fund								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	December 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	\$4,859,038	\$4,469,883	\$389,155	9%	\$6,790,259	\$6,707,508	72%	
Interest and Investments Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	
Other Revenues	\$604	\$1,068	(\$464)	-43%	\$3,642	\$1,602	38%	* Overall revenue is in line with the budgets.
Operating Grants and Contributions	\$0	\$0	\$0	0%	\$0	\$0	0%	
Internal Revenue	\$0	\$0	\$0	0%	\$0	\$0	0%	
Total Revenue	\$4,859,642	\$4,470,951	\$388,691	9%	\$6,793,901	\$6,709,110	72%	
Expenses								
Wages and Salaries	\$98,985	\$177,658	\$78,673	44%	\$266,593	\$266,593	37%	
Materials and Contracts	\$774,472	\$807,601	\$33,129	4%	\$1,239,429	\$1,211,887	64%	
Other Costs	\$623,137	\$666,057	\$42,920	6%	\$951,257	\$893,989	70%	* Overall, costs show a slight unfavourable variance of 1 % against the budgets. Borrowing costs have increased due to loan refinancing this financial year.
Borrowing Costs	\$1,027,629	\$828,806	(\$198,823)	-24%	\$1,324,919	\$1,243,707	83%	
Overheads	\$825,403	\$825,074	(\$329)	0%	\$1,238,106	\$1,238,106	67%	
Depreciation	\$126,666	\$126,616	(\$50)	0%	\$190,000	\$190,000	67%	
Total Expenses	\$3,476,292	\$3,431,812	(\$44,480)	-1%	\$5,210,304	\$5,044,282	69%	
Result	\$1,383,350	\$1,039,139	\$344,211		\$1,583,597	\$1,664,828		

Muswellbrook Shire Council

Financial Report - February 2025



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

	YTD Actuals	Carry Overs	Total Budget	September Review Budget	Dec Review Change	December Review Budget	Mar Review Budget	June Review Budget	YTD % Spend	Over Budget	Comments
General Fund Projects											
Planning, Community and Corporate Services Projects											
Adventure Playground - Wollombi Road	26,383	21,200	21,200	24,000	-	24,000	24,000	24,000	124%	(2,383)	To be reviewed and adjusted in the March QBR
Aquatic Centres Programme	149,408	89,953	409,953	409,953	-	409,953	409,953	409,953	36%		
Art Acquisitions	8,039	-	70,000	70,000	-	70,000	70,000	70,000	11%		
Art Centre Offsite Storage	-	-	821,893	821,893	-	821,893	821,893	821,893	0%		
Buildings New and Replacement	130,472	1,523,248	2,023,248	1,773,248	-	1,773,248	1,773,248	1,773,248	6%		
Bushfire Assets	-	-	-	-	-	-	-	-	0%		
Capital Works Contingency	54,833	-	130,000	130,000	-	130,000	130,000	130,000	42%		
CBD Stage 7 (Town Centre)	-	-	-	-	-	-	-	-	0%		
Civic Precinct (Town Square)	(446,278)	1,705,062	2,885,362	2,885,362	-	2,885,362	2,885,362	2,885,362	-15%		
Corporate Services General Programme	-	-	-	-	-	-	-	-	0%		
COVID 19	70,701	-	142,749	142,749	-	142,749	142,749	142,749	50%		
Denman Childrens Centre - Expansion (Contribution)	-	-	-	-	-	-	-	-	0%		
Denman Heritage Shed	-	-	-	-	-	-	-	-	0%		
Denman Netball Courts	-	-	280,173	-	-	-	-	-	0%		
Denman Tourist Park	47,998	-	546,766	546,766	-	546,766	546,766	546,766	9%		
Demolish Existing Amenity Building - Bowman Park	168,806	-	-	-	-	-	-	-	0%		
Future Fund Contribution	-	-	775,000	775,000	-	775,000	775,000	775,000	0%		
General Design Program	-	45,513	95,513	95,513	-	95,513	95,513	95,513	0%		
Hunter Beach	-	10,161	10,161	10,161	-	10,161	10,161	10,161	0%		
Information Technology Strategy	13,336	-	200,000	200,000	-	200,000	200,000	200,000	7%		
Karoola Park Citizens Walk Pathway	-	9,004	9,004	9,004	-	9,004	9,004	9,004	0%		
Karoola Park-Community Assets Program (CAP)	420,286	-	-	1,569,375	-	1,569,375	1,569,375	1,569,375	0%		
Library Books General Capital Purchases (General)	35,022	18,403	108,403	108,403	-	108,403	108,403	108,403	32%		
Library Subsidy Projects	34,628	106,668	106,668	106,668	36,215	142,883	142,883	142,883	32%		
Local Priority Grant	14,791	61,943	72,943	72,943	19,690	92,633	92,633	92,633	20%		
Loan - Staff Housing	26,674	-	40,013	40,013	-	40,013	40,013	40,013	67%		
Loan - 140 Bridge Street	2,669	-	5,414	5,414	-	5,414	5,414	5,414	49%		
Loan - 88 Bridge Street	26,727	-	54,210	54,210	-	54,210	54,210	54,210	49%		
Loan - Campbells Corner	111,022	-	225,180	225,180	-	225,180	225,180	225,180	49%		
Loan - Donald Horne	112,763	-	229,044	229,044	-	229,044	229,044	229,044	49%		
Major Landcare Projects	47,718	-	75,000	75,000	-	75,000	75,000	75,000	64%		
Muscle Creek Catchment Strategy	340	82,081	82,081	82,081	-	82,081	82,081	82,081	0%		
Muscle Creek Emergency Stabilisation	-	-	250,000	250,000	-	250,000	250,000	250,000	0%		
Purchase Paxton Street Denman	-	-	-	-	-	-	-	-	0%		
Mbk and Dnm Indoor Sports Centre Upgrades	-	-	-	-	-	-	-	-	0%		
MSC Depot	-	-	-	-	-	-	-	-	0%		
Olympic Park Project	78,723	459,362	5,064,705	5,064,705	-	5,064,705	5,064,705	5,064,705	2%		
Performance and Convention Centre	19,726	502,747	3,102,747	3,102,747	-	3,102,747	3,102,747	3,102,747	1%		
Public Art Sculpture	-	-	-	-	-	-	-	-	0%		
Purchase of Land - Companion Animal Impounding Facili	34,206	-	150,000	150,000	-	150,000	150,000	150,000	23%		
Recreation Capital Works	919,344	891,888	1,266,888	1,264,088	-	1,264,088	1,264,088	1,264,088	73%		
Resources for Regions 9 - Denman Rec Area	1,386,539	1,832,546	1,832,546	2,446,063	-	2,446,063	2,446,063	2,446,063	76%		
Resources for Regions 9 - Depot	88,684	313,714	4,513,714	4,513,714	-	4,513,714	4,513,714	4,513,714	2%		
Resources for Regions 9 - Campbells Corner	37,230	167,521	867,521	867,521	-	867,521	867,521	867,521	4%		
STEM Equipment Replacement	-	140,324	250,324	250,324	-	250,324	250,324	250,324	0%		
Simpson Park	1,932	-	403,871	403,871	-	403,871	403,871	403,871	0%		
Waste Flip Screen	-	102,960	102,960	102,960	-	102,960	102,960	102,960	0%		
Sport and Rereation Small Capital Grants Program	-	-	-	-	-	-	-	-	0%		
Total Planning, Community and Corporate Services	3,622,722	8,084,298	27,225,254	28,877,973	55,905	28,933,878	28,933,878	28,933,878	13%	(2,383)	Variance due to Adventure Playground - Wollombi Rd to be reviewed and adjusted in the March QBR

Muswellbrook Shire Council

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



	YTD Actuals	Carry Overs	Total Budget	September Review Budget	Dec Review Change	December Review Budget	Mar Review Budget	June Review Budget	YTD % Spend	Over Budget	Comments
Roads and Drainage Projects											
Bridge St Footpath	34,747	-	69,926	69,926	-	69,926	69,926	69,926	50%		
Bridges Renewal Programme	-	92,496	342,496	342,496	-	342,496	342,496	342,496	0%		
Carpark Renewal Programme	-	-	100,000	100,000	-	100,000	100,000	100,000	0%		
CPTIGS - Bus Shelter	-	198,916	198,916	198,916	-	198,916	198,916	198,916	0%		
Drainage	-	-	-	-	-	-	-	-	0%		
Drainage Devices Programme	29,997	-	500,000	500,000	-	500,000	500,000	500,000	6%		
Dry Creek Road-Replacement of Road Causeway	341,021	-	-	705,157	-	705,157	705,157	705,157	0%		
Flood Warning Systems	45,199	147,856	147,856	147,856	-	147,856	147,856	147,856	31%		
FOGO - Design and EIS	-	-	-	-	-	-	-	-	0%		
Footpath and Cycleway Renewal Programme	181,135	-	200,000	200,000	-	200,000	200,000	200,000	91%		
Heavy Patching Programme	337,254	-	750,000	716,944	-	716,944	716,944	716,944	45%		
Hunter Beach to CBD Pathway	-	-	600,000	600,000	-	600,000	600,000	600,000	0%		
Kamilaroi, Cassidy, Thompson Shared Path	-	-	-	100,625	-	100,625	100,625	100,625	0%		
Palace Street Rehabilitation	688,491	-	-	1,510,954	-	1,510,954	1,510,954	1,510,954	0%		
Resilience Works Karoola Park	12,640	443,014	443,014	443,014	-	443,014	443,014	443,014	3%		
Kerb and Gutter Replacement Programme	181,196	-	535,000	535,000	-	535,000	535,000	535,000	34%		
Kirk and Peberdy Bridges	-	-	-	-	-	-	-	-	0%		
Large Plant Items	336,421	1,223,878	1,923,878	1,923,878	-	1,923,878	1,923,878	1,923,878	17%		
Leachate Dam	-	25,795	475,795	475,795	-	475,795	475,795	475,795	0%		
LISF - Roads Infrastructure Backlog	-	-	-	-	-	-	-	-	0%		
ARGN 960 Natural Disaster Event - Baerami Creek Cau	-	672,039	672,039	672,039	-	672,039	672,039	672,039	0%		
New Footpath and Cycleway Programme	310	-	145,000	145,000	-	145,000	145,000	145,000	0%		
Purchase of Vehicles	330,661	207,993	607,993	607,993	-	607,993	607,993	607,993	54%		
Rainbow Creek Bridge	7,128	274,687	374,687	666,113	-	666,113	666,113	666,113	2%		
Regional Road Renewal Programme	-	-	69,000	69,000	-	69,000	69,000	69,000	0%		
Resources for Regions - Round 5	-	-	-	-	-	-	-	-	0%		
Resources for Regions- Round 7	729,264	828,733	828,733	828,733	-	828,733	828,733	828,733	88%		
Resources for Regions 9	1,277,116	1,687,822	1,687,822	1,687,822	-	1,687,822	1,687,822	1,687,822	76%		
Road Resealing Programme	946,646	-	1,000,000	1,000,000	-	1,000,000	1,000,000	1,000,000	95%		
Roads Capital Contingency	-	-	150,000	150,000	-	150,000	150,000	150,000	0%		
Roads to Recovery Program	-	577,898	1,155,796	751,270	-	751,270	751,270	751,270	0%		
Rosebrook Bridge	-	-	-	-	-	-	-	-	0%		
Rural Road Regravelling Programme	66,858	-	250,000	250,000	-	250,000	250,000	250,000	27%		
Rural Road Renewal Programme	350,319	264,886	764,886	764,886	-	764,886	764,886	764,886	46%		
Safety Device Renewal Programme	-	-	-	-	-	-	-	-	0%		
Stormwater Drainage (new)	-	-	150,000	150,000	-	150,000	150,000	150,000	0%		
Transport Vehicles	158,321	160,000	360,000	360,000	-	360,000	360,000	360,000	44%		
Urban Road Renewal Programme	295,480	355,132	755,132	755,132	-	755,132	755,132	755,132	39%		
Victoria Street Rehab	-	-	-	-	-	-	-	-	0%		
Widden Creek Stabilisation Works	-	144,880	144,880	144,880	-	144,880	144,880	144,880	0%		
Widden Bridge/Traffic Singals/Kenilworth St	-	-	90,250	90,250	-	90,250	90,250	90,250	0%		
Wilkinson Bridge	74,896	-	112,617	112,617	-	112,617	112,617	112,617	67%		
Yarraman Road Upgrade	2,280	71,882	71,882	71,882	-	71,882	71,882	71,882	3%		
Footpath - Turtle St Denman	-	-	-	-	-	-	-	-	0%		
Total Roads and Drainage	6,427,380	7,377,907	15,677,598	17,848,178	-	17,848,178	17,848,178	17,848,178	41%	-	
Total General Fund	10,050,102	15,462,205	42,902,852	46,726,151	55,905	46,782,056	46,782,056	46,782,056	23%	(2,383)	

Muswellbrook Shire Council

Financial Report - February 2025



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

	YTD Actuals	Carry Overs	Total Budget	September Review Budget	Dec Review Change	December Review Budget	Mar Review Budget	June Review Budget	YTD % Spend	Over Budget	Comments
Future Fund Projects											
Donald Horne Building	-	-	-	-	-	-	-	-	0%		
Brook Street Plaza	50,125	-	74,993	74,993	-	74,993	74,993	74,993	67%		
Town Education Campus	33,330	-	49,995	49,995	-	49,995	49,995	49,995	67%		
Seven Hills	220,278	-	446,776	446,776	-	446,776	446,776	446,776	49%		
Marketplace	1,581,868	-	1,056,040	1,056,040	-	1,056,040	1,056,040	1,056,040	150%	(525,828)	Loan to be reviewed and adjusted in the March QBR
Renewal of Existing Assets/New Acquisitions	316,036	264,618	665,412	665,412	-	665,412	665,412	665,412	47%		
Throsby ACT	346,666	-	520,000	520,000	-	520,000	520,000	520,000	67%		
Upgrade of Loxton House	118,124	-	-	-	-	-	-	-	0%	(118,124)	Capital project will be addressed in the March QBR as projects were split for the Civic Precinct
Total Future Fund	2,666,427	264,618	2,813,216	2,813,216	-	2,813,216	2,813,216	2,813,216	95%	(643,952)	
Sewer Fund											
Access & Security Improvements RWTW	13,500	-	150,000	150,000	50,000	200,000	200,000	200,000	9%		
Mains Renewal and Replacement	7,206	-	200,000	200,000	(50,000)	150,000	150,000	150,000	4%		
Operations Contingency Project	14,316	-	50,000	50,000	-	50,000	50,000	50,000	29%		
Sewer Plant and Equipment	-	80,000	180,000	180,000	-	180,000	180,000	180,000	0%		
Solar Array	535,949	699,622	699,622	699,622	-	699,622	699,622	699,622	77%		
System Plant Asset Renewals	30,286	108,017	528,017	528,017	-	528,017	528,017	528,017	6%		
Transportation System Improvement	143,291	95,964	595,964	595,964	-	595,964	595,964	595,964	24%		
Loan - Sewer RWTW	470,037	-	712,698	712,698	-	712,698	712,698	712,698	66%		
Upgrade Sewer Pump Station 1	-	87,094	1,987,094	1,987,094	-	1,987,094	1,987,094	1,987,094	0%		
CCTV Inspection on of Mains	-	-	-	-	-	-	-	-	0%		
Skellatar Main	51,518	-	104,299	104,299	-	104,299	104,299	104,299	49%		
Total Sewer Fund	1,265,821	1,070,697	5,207,694	5,207,694	-	5,207,694	5,207,694	5,207,694	24%	-	

Muswellbrook Shire Council

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

	YTD Actuals	Carry Overs	Total Budget	September Review Budget	Dec Review Change	December Review Budget	Mar Review Budget	June Review Budget	YTD % Spend	Over Budget	Comments
Water Fund											
Asbestos, Earthworks, Security	12,262	-	150,000	150,000	-	150,000	150,000	150,000	8%		
Laboratory Equipment	15,496	-	20,000	20,000	-	20,000	20,000	20,000	77%		
BP0154 Betterment Denman	42,660	-	-	-	-	-	445,200	445,200	0%		
BP0156 Betterment Muswellbrook	14,220	-	-	-	-	-	262,122	262,122	0%		
Mains Renewal and Replacement (inc Carryover)	181,257	390,285	890,285	890,285	(150,000)	740,285	740,285	740,285	20%		
Office Upgrade	-	-	-	-	-	-	-	-	0%		
Operations Contingency Project	-	-	50,000	50,000	-	50,000	50,000	50,000	0%		
Replacement of Water Meters Programme	36,717	-	65,000	65,000	-	65,000	65,000	65,000	56%		
GLE Pipeline	9,883	1,362,625	18,362,625	1,362,625	-	1,362,625	1,362,625	1,362,625	0%		
South Muswellbrook Reservoir	-	-	-	-	-	-	-	-	0%		
System Plant Asset Renewals	149,498	331,398	881,398	881,398	-	881,398	881,398	881,398	17%		
Upgrade Fluoride Dosing System WTP	-	150,598	150,598	150,598	-	150,598	150,598	150,598	0%		
Vehicle-Equipment Replacement	32,354	65,000	165,000	165,000	150,000	315,000	315,000	315,000	20%		
Water Stop Valve Replacement	11,703	-	200,000	200,000	-	200,000	200,000	200,000	6%		
Total Water Fund	506,050	2,299,906	20,934,906	3,934,906	-	3,934,906	4,642,228	4,642,228	2%	-	
Consolidated Total	14,488,400	19,097,426	71,858,668	58,681,967	55,905	58,737,872	59,445,194	59,445,194	25%	(646,335)	Variance due to Marketplace loan, to be reviewed and adjusted in the QBR



Debtor Balances as at 28 February 2025

Account	120 days	90 days	60 days	30 days	Current	Balance
Waste Depot Charges	\$27,169	\$2,623	\$29,497	\$48,714	\$406,947	\$514,950
Inspection Fees	\$18,996	(\$477)	\$0	\$0	(\$100)	\$18,420
Sam Adams College Rent	\$0	\$9,045	\$0	\$0	\$525	\$9,570
Council Properties - Future Fund *	\$73,175	\$36,103	\$49,756	\$16,612	\$202,156	\$377,802
Council Properties - Marketplace *	\$248,126	(\$126,244)	\$37,288	\$172,408	\$122,886	\$454,465
Council Properties - Education Fund	\$0	\$4,811	\$0	\$0	\$17,782	\$22,593
Recreation	\$395	(\$162)	\$1,677	\$59	\$458	\$2,428
Sundries**	\$140,246	\$75,129	\$389,809	\$27,149	\$2,473,677	\$3,106,010
Water Tanker Sales	\$2,364	\$0	\$0	\$0	\$17,101	\$19,465
Trade Waste Charges	\$342	\$0	\$0	\$0	\$0	\$342
Muswellbrook Sewer	\$8,473	\$0	\$0	\$0	\$59,493	\$67,966
GST Tax Debtor	(\$103,667)	(\$56,491)	\$0	\$10,467	(\$132,049)	(\$281,740)
TOTAL	\$415,618	(\$55,661)	\$508,026	\$275,410	\$3,168,876	\$4,312,270

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

**6.2 Report on Investments held as at 28 February 2025**

Responsible Officer: General Manager

Author: Financial Controller

Community Strategic Plan: 6 - *Community Leadership*

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

Delivery Program Goal: 6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

Operational Plan Action: 6.2.1.1 - Provide transparent reporting to the community about Council's finances.

Attachments:

1. Portfolio Valuation Report - 28 February 2025 [6.2.1 - 3 pages]
2. Trading Limit Report - 28 February 2025 [6.2.2 - 8 pages]

PURPOSE

To submit for Council's information the list of financial investments currently held by Council in accordance with the Regulation.

OFFICER'S RECOMMENDATION

The Finance & Governance Committee notes Council's Investments as at 28 February 2025.

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 1993*, as at 28 February 2025, are shown in the attachments.

COMMENT:

As at 28 February 2025, Council held \$101.6M in cash and investments, with a weighted running yield of 5.11%.

On 18 February 2025, the Reserve Bank of Australia (RBA) announced that the cash rate would decrease by 25 base points to 4.1% after 13 consecutive rises to 4.35%. Before this announcement was made, investment interest rates have been declining in anticipation and we are likely to see a further decline in the higher interest rates offered by financial institutions.

During the month of February 2025, the following investment movements occurred:

1. A replacement investment with Rabo Bank Five-year term deposit \$1.5M with an interest rate of



4.97% pa from a maturing 12-month term deposit with an interest rate of 4.75% pa.

2. A new investment Rabo Bank 12-month term deposit \$1.0M with an interest rate of 4.91% pa.
3. A new investment with Newcastle Greater Mutual Group five-year floating rate note, \$1.0M paying 1.10% above the bank bill swap rate (BBS) quarterly or an equivalent running interest rate of 5.54% pa as at 28 February.
4. A Newcastle Greater Mutual Group floating rate note \$4.5M matured with an equivalent interest rate of 5.54%.

Council has maintained its trading limits in accordance with the Investments Policy.

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 the Minister's Orders that have been subsequently amended. "Grandfathering" provisions still allow the holding of these investments. A detailed list of investments is attached.



**Portfolio Valuation Report
Muswellbrook Shire Council
As At 28 February 2025**

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		6,390,053.44	1.00000000	6,390,053.44	100.000	0.000	6,390,053.44	6.17%	4.44%	
Westpac Muswellbrook Trading Acct At Call		1,799,772.36	1.00000000	1,799,772.36	100.000	0.000	1,799,772.36	1.74%	0.00%	
		8,189,825.80		8,189,825.80			8,189,825.80	7.91%		3.46%
Fixed Rate Bond										
BOQ 4.7 27 Jan 2027 Fixed	AU3CB0296168	4,000,000.00	1.00000000	4,000,000.00	100.186	0.415	4,024,040.00	3.89%	4.77%	
BOQ 5.3 30 Apr 2029 Fixed	AU3CB0308955	2,000,000.00	1.00000000	2,000,000.00	102.060	1.762	2,076,440.00	2.01%	5.31%	
JUDO 6.4 26 Sep 2025 Fixed	AU3CB0292480	500,000.00	1.00000000	500,000.00	100.297	2.740	515,185.00	0.50%	6.44%	
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	0.226	2,004,520.00	1.94%	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	0.226	1,503,390.00	1.45%	1.10%	
		10,000,000.00		10,000,000.00			10,123,575.00	9.78%		3.67%
Floating Rate Note										
AMP 1.27 13 Sep 2027 FRN	AU3FN0091674	1,000,000.00	1.00000000	1,000,000.00	100.414	1.209	1,016,230.00	0.98%	5.71%	
Auswide 1.5 07 Nov 2025 FRN	AU3FN0073037	1,000,000.00	1.00000000	1,000,000.00	100.290	0.329	1,006,190.00	0.97%	5.71%	
Auswide 1.5 17 Mar 2026 FRN	AU3FN0076352	2,000,000.00	1.00000000	2,000,000.00	100.395	1.193	2,031,760.00	1.96%	5.97%	
Auswide 1.6 22 Mar 2027 FRN	AU3FN0086104	1,500,000.00	1.00000000	1,500,000.00	100.713	1.111	1,527,360.00	1.48%	6.05%	
Auswide 1.33 13 Sep 2027 FRN	AU3FN0091575	1,000,000.00	1.00000000	1,000,000.00	100.164	1.222	1,013,860.00	0.98%	5.78%	
BAL 1.55 22 Feb 2027 FRN	AU3FN0075461	5,500,000.00	1.00000000	5,500,000.00	101.102	0.062	5,564,020.00	5.38%	5.64%	
BAL 1.7 21 Feb 2028 FRN	AU3FN0085031	2,000,000.00	1.00000000	2,000,000.00	101.644	0.112	2,035,120.00	1.97%	5.80%	
CUA 1.65 09 Feb 2027 FRN	AU3FN0074787	6,000,000.00	1.00000000	6,000,000.00	101.511	0.289	6,108,000.00	5.90%	5.80%	
CACU 1.7 21 Sep 2026 FRN	AU3FN0081287	1,750,000.00	1.00000000	1,750,000.00	100.017	1.129	1,770,055.00	1.71%	6.15%	
MACQ 0.48 09 Dec 2025 FRN	AU3FN0057709	3,000,000.00	1.00000000	3,000,000.00	100.046	1.092	3,034,140.00	2.93%	4.93%	
MYS 0.65 16 Jun 2025 FRN	AU3FN0061024	3,000,000.00	1.00000000	3,000,000.00	99.972	1.036	3,030,240.00	2.93%	5.11%	
NPBS 1.85 14 Feb 2029 FRN	AU3FN0085023	2,000,000.00	1.00000000	2,000,000.00	102.575	0.231	2,056,120.00	1.99%	5.95%	
NPBS 1.25 21 Jan 2030 FRN	AU3FN0094827	1,000,000.00	1.00000000	1,000,000.00	100.854	0.581	1,014,350.00	0.98%	5.54%	
PCU 1.15 08 Nov 2027 FRN	AU3FN0093423	1,000,000.00	1.00000000	1,000,000.00	100.115	0.264	1,003,790.00	0.97%	5.35%	
Qld Police 1.35 19 May 2025 FRN	AU3FN0069175	750,000.00	1.00000000	750,000.00	100.149	0.166	752,362.50	0.73%	5.53%	
Qld Police 1.75 06 Dec 2025 FRN	AU3FN0073979	2,000,000.00	1.00000000	2,000,000.00	100.738	1.421	2,043,180.00	1.97%	6.18%	
Qld Police 1.65 18 Sep 2026 FRN	AU3FN0081295	3,000,000.00	1.00000000	3,000,000.00	101.220	1.207	3,072,810.00	2.97%	6.12%	
UBS Aust 0.87 30 Jul 2025 FRN	AU3FN0055307	1,650,000.00	1.00000000	1,650,000.00	100.214	0.407	1,660,246.50	1.60%	5.05%	
UBS Aust 1.55 12 May 2028 FRN	AU3FN0077970	4,000,000.00	1.00000000	4,000,000.00	102.417	0.252	4,106,760.00	3.97%	5.66%	
		43,150,000.00		43,150,000.00			43,846,594.00	42.37%		5.69%
Term Deposit										
AMP 5.2 30 Apr 2025 292DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	3.291	1,032,909.59	1.00%	5.20%	
AMP 5.35 16 Jun 2025 732DAY TD		4,000,000.00	1.00000000	4,000,000.00	100.000	3.752	4,150,093.16	4.01%	5.35%	
AMP 5.2 17 Jun 2025 308DAY TD		1,500,000.00	1.00000000	1,500,000.00	100.000	2.835	1,542,526.02	1.49%	5.20%	



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 5.25 01 Dec 2025 732DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	1.266	1,012,657.53	0.98%	5.25%	
AMP 4.95 21 Jan 2026 365DAY TD		1,250,000.00	1.00000000	1,250,000.00	100.000	0.515	1,256,441.78	1.21%	4.95%	
BOQ 4.9 01 Oct 2025 761DAY TD		3,000,000.00	1.00000000	3,000,000.00	100.000	2.403	3,072,090.42	2.97%	4.90%	
BVIC 5.1 13 Nov 2025 335DAY TD		3,000,000.00	1.00000000	3,000,000.00	100.000	1.076	3,032,276.70	2.93%	5.10%	
DFB 5.45 04 Dec 2025 730DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	6.734	2,134,682.20	2.06%	5.45%	
JUDO 5.04 Mar 2025 203DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	2.726	1,027,260.27	0.99%	5.00%	
JUDO 5.7 11 Jul 2025 730DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	3.607	1,036,073.97	1.00%	5.70%	
PCUSA 5.11 27 Nov 2025 365DAY TD		1,500,000.00	1.00000000	1,500,000.00	100.000	1.302	1,519,530.00	1.47%	5.11%	
RABO 5.30 Apr 2025 184DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	1.685	1,016,849.32	0.98%	5.00%	
RABO 5.05 15 May 2025 275DAY TD		1,500,000.00	1.00000000	1,500,000.00	100.000	2.753	1,541,299.32	1.49%	5.05%	
RABO 5.04 29 Jul 2025 274DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	1.698	1,016,984.11	0.98%	5.04%	
RABO 5.33 30 Jul 2025 365DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	3.110	2,062,207.68	1.99%	5.33%	
RABO 5.31 30 Sep 2025 425DAY TD		3,000,000.00	1.00000000	3,000,000.00	100.000	3.070	3,092,088.48	2.99%	5.31%	
RABO 5.28 Oct 2025 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	1.685	1,016,849.32	0.98%	5.00%	
RABO 4.71 25 Feb 2026 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	0.039	1,000,387.12	0.97%	4.71%	
RABO 5.25 05 Jul 2027 1096DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	3.438	2,068,753.42	2.00%	5.25%	
RABO 5.2 31 Jul 2028 1462DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	3.035	1,030,345.21	1.00%	5.20%	
RABO 5.07 27 Oct 2028 1460DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	1.709	1,017,085.21	0.98%	5.07%	
RABO 5.4 04 Jul 2029 1826DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	3.536	2,070,717.80	2.00%	5.40%	
RABO 5.25 30 Jul 2029 1826DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	3.064	1,030,636.99	1.00%	5.25%	
RABO 4.97 05 Feb 2030 1826DAY TD		1,500,000.00	1.00000000	1,500,000.00	100.000	0.313	1,504,697.67	1.45%	4.97%	
SCC 5.37 13 Jun 2025 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	3.825	1,038,252.05	1.00%	5.37%	
		40,250,000.00		40,250,000.00			41,323,695.34	39.93%		5.18%
Fixed Interest Total		101,589,825.80		101,589,825.80			103,483,690.14	100.00%		5.11%



**Portfolio Valuation Report
Muswellbrook Shire Council
As At 28 February 2025**

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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-01.21
Report Description: Portfolio Valuation As At Date
Parameters:
Term Deposit Interest Included
Cash Excluded
Settlement Date-Based Balances



Trading Limit Report 125
Muswellbrook Shire Council
As At 28 February 2025

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-		9,750,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	96.00	4.00	409,455	0.00	0
ANZ Banking Group Ltd	AA+ to AA-		0.00	Book	30.00	% of 101,594,550.80	30,478,365.24	0.00	100.00	30,478,365	0.00	0
Australian Unity Bank (BPSS20)	BBB+ to BBB-		0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
Auswide Bank Limited	BBB+ to BBB-		5,500,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	54.00	46.00	4,659,455	0.00	0
Bank Australia Limited	BBB+ to BBB-		7,500,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	74.00	26.00	2,659,455	0.00	0
Bank of Melbourne	AA+ to AA-	Westpac Banking Corporation Ltd	8,194,550.80	Book	30.00	% of 101,594,550.80	30,478,365.24	27.00	73.00	22,283,814	0.00	0
Bank of Queensland Ltd	A+ to A-		9,000,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	89.00	11.00	1,159,455	0.00	0
BankSA	AA+ to AA-	Westpac Banking Corporation Ltd	8,194,550.80	Book	30.00	% of 101,594,550.80	30,478,365.24	27.00	73.00	22,283,814	0.00	0
BankVic	BBB+ to BBB-		3,000,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	30.00	70.00	7,159,455	0.00	0
BankWest Ltd	AA+ to AA-	Commonwealth Bank of Australia Ltd	0.00	Book	30.00	% of 101,594,550.80	30,478,365.24	0.00	100.00	30,478,365	0.00	0
Bendigo & Adelaide Bank Ltd	A+ to A-		0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
Beyond Bank Australia Ltd	BBB+ to BBB-		0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
Commonwealth Bank of Australia Ltd	AA+ to AA-		0.00	Book	30.00	% of 101,594,550.80	30,478,365.24	0.00	100.00	30,478,365	0.00	0
Credit Suisse Sydney	BBB+ to BBB-		0.00	Book	20.00	% of 101,594,550.80	20,318,910.16	0.00	100.00	20,318,910	0.00	0
Credit Union Australia Ltd t/as Great Southern Bank	BBB+ to BBB-		6,000,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	59.00	41.00	4,159,455	0.00	0
Defence Bank Ltd	BBB+ to BBB-		2,000,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	20.00	80.00	8,159,455	0.00	0
Greater Bank - a division of Newcastle Greater Mutual Group Limited	BBB+ to BBB-	Newcastle Greater Mutual Group Ltd	3,000,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	30.00	70.00	7,159,455	0.00	0
Heritage and People's Choice Limited	BBB+ to BBB-		0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
Illawarra Credit Union Ltd	BBB+ to BBB-		1,750,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	17.00	83.00	8,409,455	0.00	0
ING Bank Australia Limited	A+ to A-		0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
Investec Bank Australia Limited	A+ to A-		0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
Judo Bank	BBB+ to BBB-		2,500,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	25.00	75.00	7,659,455	0.00	0
Macquarie Bank Ltd	A+ to A-		3,000,000.00	Book	20.00	% of 101,594,550.80	20,318,910.16	15.00	85.00	17,318,910	0.00	0
ME Bank - a division of Bank of Queensland Ltd	A+ to A-	Bank of Queensland Ltd	9,000,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	89.00	11.00	1,159,455	0.00	0
Members Banking Group Limited t/as RACQ Bank	BBB+ to BBB-		0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
MyState Bank Ltd	BBB+ to BBB-		3,000,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	30.00	70.00	7,159,455	0.00	0
National Australia Bank Ltd	AA+ to AA-		0.00	Book	30.00	% of 101,594,550.80	30,478,365.24	0.00	100.00	30,478,365	0.00	0
Newcastle Greater Mutual Group Ltd	BBB+ to BBB-		3,000,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	30.00	70.00	7,159,455	0.00	0
Northern Territory Treasury Corporation	AA+ to AA-		3,500,000.00	Book	30.00	% of 101,594,550.80	30,478,365.24	12.00	88.00	26,978,365	0.00	0
NSW Treasury Corporation	AA+ to AA-		0.00	Book	100.00	% of 101,594,550.80	101,594,550.80	0.00	100.00	101,594,551	0.00	0

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Trading Limit Report 125
Muswellbrook Shire Council
As At 28 February 2025

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 (\$)
P&N Bank Ltd	BBB+ to BBB-		0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
Police Bank Ltd	BBB+ to BBB-		1,000,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	10.00	90.00	9,159,455	0.00	0
Police Credit Union	N/R		1,500,000.00	Book	5.00	% of 101,594,550.80	5,079,727.54	30.00	70.00	3,579,728	0.00	0
QPCU LTD t/a QBANK	BBB+ to BBB-		5,750,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	57.00	43.00	4,409,455	0.00	0
Rabobank Australia Ltd	A+ to A-		19,000,000.00	Book	20.00	% of 101,594,550.80	20,318,910.16	94.00	6.00	1,318,910	0.00	0
Rabobank Nederland Australia Branch	A+ to A-		0.00	Book	20.00	% of 101,594,550.80	20,318,910.16	0.00	100.00	20,318,910	0.00	0
Royal Bank of Scotland	A+ to A-		0.00	Book	5.00	% of 101,594,550.80	5,079,727.54	0.00	100.00	5,079,728	0.00	0
Rural Bank Ltd	A+ to A-	Bendigo & Adelaide Bank Ltd	0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
Southern Cross CU	N/R		1,000,000.00	Book	5.00	% of 101,594,550.80	5,079,727.54	20.00	80.00	4,079,728	0.00	0
St George Bank Limited	AA+ to AA-	Westpac Banking Corporation Ltd	8,194,550.80	Book	30.00	% of 101,594,550.80	30,478,365.24	27.00	73.00	22,283,814	0.00	0
Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	AA+ to AA-	ANZ Banking Group Ltd	0.00	Book	20.00	% of 101,594,550.80	20,318,910.16	0.00	100.00	20,318,910	0.00	0
UBS Australia Ltd	AA+ to AA-		5,650,000.00	Book	20.00	% of 101,594,550.80	20,318,910.16	28.00	72.00	14,668,910	0.00	0
Westpac Banking Corporation Ltd	AA+ to AA-		8,194,550.80	Book	30.00	% of 101,594,550.80	30,478,365.24	27.00	73.00	22,283,814	0.00	0
			138,178,203.20				756,879,403.46			618,701,196		0
			(Excluding Parent Group Duplicates)									
			101,594,550.80									



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 101,594,550.80	101,594,550.80	0.00	100.00	101,594,551	0.00	0
AA+ to AA-	0.00	Book	100.00	% of 101,594,550.80	101,594,550.80	0.00	100.00	101,594,551	0.00	0
A+ to A-	18,500,000.00	Book	70.00	% of 101,594,550.80	71,116,185.56	26.00	74.00	52,616,186	0.00	0
A1+	8,194,550.80	Book	100.00	% of 101,594,550.80	101,594,550.80	8.00	92.00	93,400,000	0.00	0
A1	15,150,000.00	Book	100.00	% of 101,594,550.80	101,594,550.80	15.00	85.00	86,444,551	0.00	0
A2	29,500,000.00	Book	70.00	% of 101,594,550.80	71,116,185.56	41.00	59.00	41,616,186	0.00	0
A3	0.00	Book	60.00	% of 101,594,550.80	60,956,730.48	0.00	100.00	60,956,730	0.00	0
BBB+ to BBB-	27,750,000.00	Book	60.00	% of 101,594,550.80	60,956,730.48	46.00	54.00	33,206,730	0.00	0
N/R	2,500,000.00	Book	10.00	% of 101,594,550.80	10,159,455.08	25.00	75.00	7,659,455	0.00	0
	101,594,550.80				680,683,490.36			579,088,940		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.

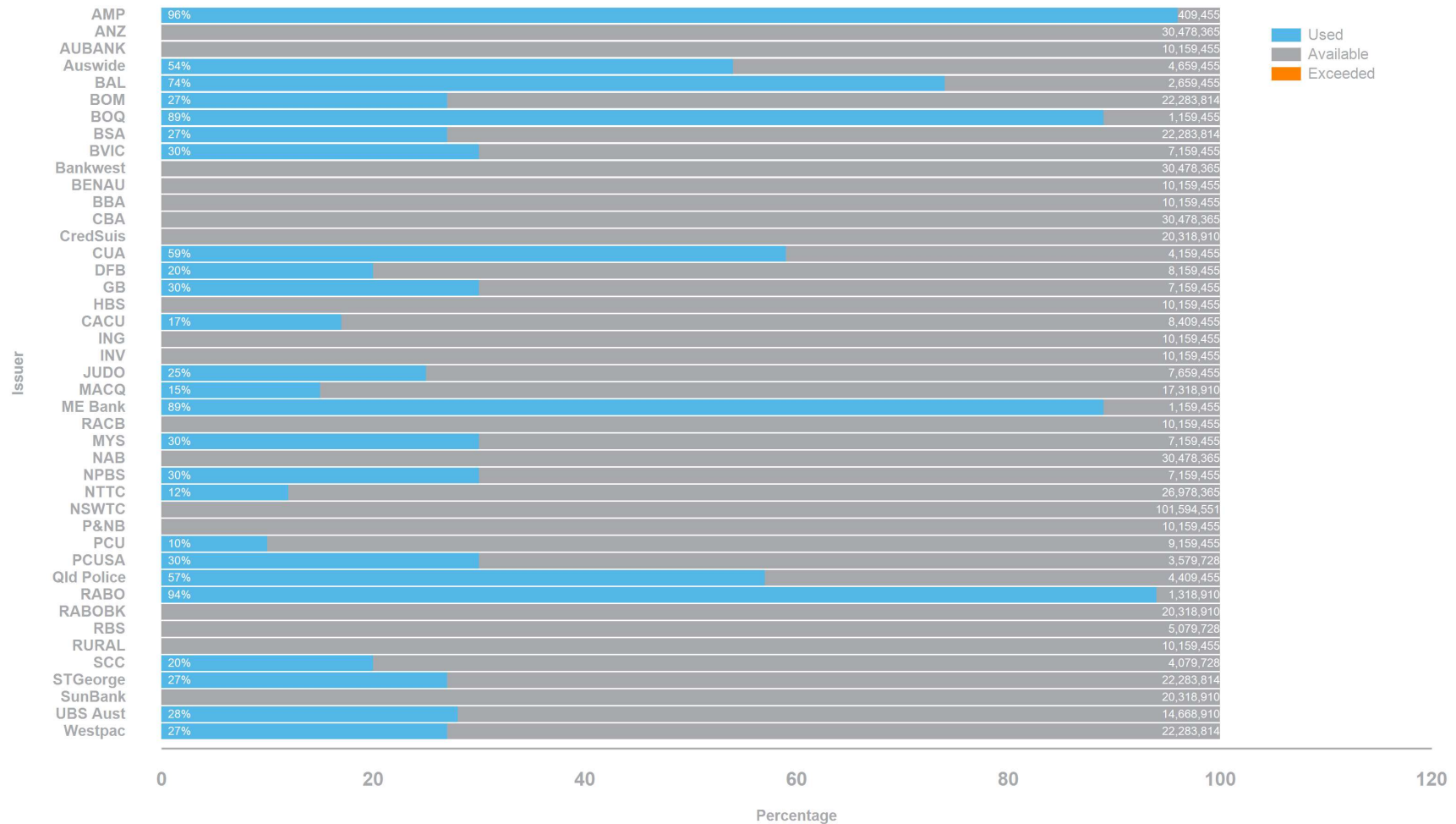


3 Term Group Trading Limits

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	55,344,550.80	Book	100.00	% of 101,594,550.80	101,594,550.80	54.00	46.00	46,250,000	0.00	0
1-3 Year	30,750,000.00	Book	70.00	% of 101,594,550.80	71,116,185.56	43.00	57.00	40,366,186	0.00	0
3-5 Year	15,500,000.00	Book	40.00	% of 101,594,550.80	40,637,820.32	38.00	62.00	25,137,820	0.00	0
5+ Year	0.00	Book	10.00	% of 101,594,550.80	10,159,455.08	0.00	100.00	10,159,455	0.00	0
	101,594,550.80				223,508,011.76			121,913,461		0



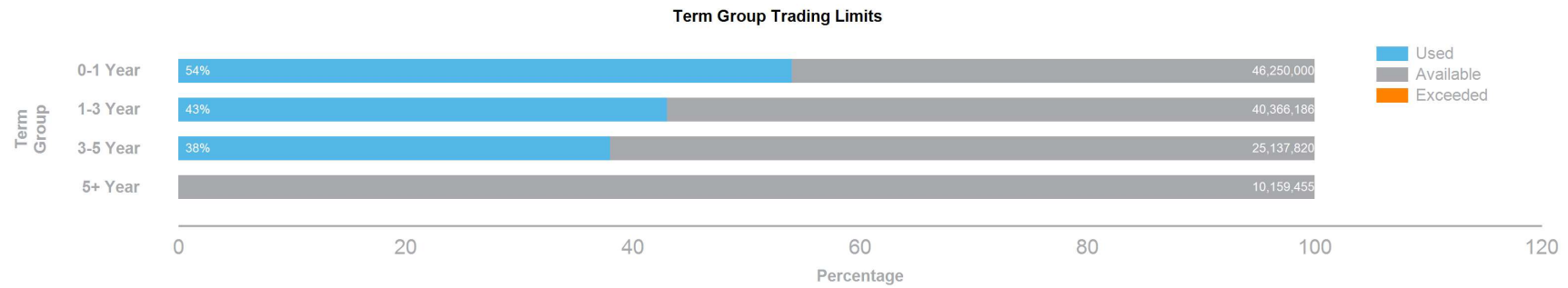
Issuer Trading Limits







Trading Limit Report 125
Muswellbrook Shire Council
As At 28 February 2025





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Report Code: TBSBP125EXT-00.16
Report Description: Trading Limit Performance As At Date
Parameters:
As At/Scenario Date: 28 February 2025
Balance Date: 1 March 2025 (but 28 Feb 2025 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



6.3 DRAFT Community Strategic Plan

Responsible Officer:	Director - Community & Economy
Author:	Manager Governance and Risk
Community Strategic Plan:	6 - <i>Community Leadership</i> Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community
Delivery Program:	6.1.3 - Enhance Council's communication with the community to build awareness and understanding of Council's activities and community needs.
Operational Plan:	6.1.3.2 - Report on Council's Integrated Planning & Reporting (IP&R) requirements.
Attachments:	Nil

PURPOSE

To provide the Finance and Governance Committee with an opportunity to view the Draft Community Strategic Plan.

OFFICER'S RECOMMENDATION

The information contained in this report be noted.

Moved: _____ Seconded: _____

EXECUTIVE SUMMARY

Council have been engaging with the community since July 2024 to develop the Community Strategic Plan (CSP). The Draft will be presented at the committee meeting.

REPORT

After extensive engagement the finalised themes and goals are as follows:

We are a..... **strong community**

- Deliver services and infrastructure aimed at improving community health at all stages of life [A](#)
- Advocate and collaborate with government and private partners to improve services relating to health with a strong focus on aged care, mental health and maternity services [A](#)
- Facilitate and support services and activities which promote inclusion and healthy lifestyles [D](#)
- Provide opportunities for all residents to participate in community life and feel a part of the community [D](#)
- Deliver programs, campaigns, facilities and infrastructure which improve community safety [D](#)
- Provide and support events and activities to encourage community pride and connection [D & P](#)
- Celebrating who we are and where we have come from with projects and events that showcase



and preserve our history [D & P](#)

- Provide accessible and well-maintained sport, leisure, and recreation infrastructure for community use [D](#)
- Develop programs to enhance the capacity of volunteers and volunteer organisations in Muswellbrook [D](#)

We are a..... **regional centre**

- Provide and maintain local transport infrastructure, including roads and footpaths, to allow safe and easy movement around [D](#)
- Advocate for effective public transport networks and alternative options. Manage increasing transport demands on our roads to ensure the community has safe and prioritised access [A](#)
- Advocate and provide services and facilities expected of a regional centre [D & A](#)
- Maintain accessible sport, leisure and recreational infrastructure and facilities for all of our community. Advocate and provide services and facilities expected of a regional centre [D & A](#)
- Manage land use and transport planning to ensure our infrastructure provides residents with convenient options to move around the shire [D](#)
- Advocate and collaborate with government and educational providers to expand access to education opportunities which allow students to study locally [A & P](#)

We have a..... **thriving economy**

- Support the diversification of the local economy, including attracting new industry and businesses [A & P](#)
- Support businesses to grow and prepare for the opportunities of the future [D & P](#)
- Support the growth of tourism, a diverse retail and hospitality offering and a vibrant nightlife [A & P](#)
- Collaborate with key stakeholders and government to secure investment and long-term employment [P](#)
- Provide access to support innovation and reskilling for future workforce needs [D & P](#)
- Plan for reuse of former mining and energy generation land for employment, recreation and environmental purposes [D & P](#)

We are.... **a great place to live**

- Advocate and facilitate investment in a variety of housing, including affordable housing, to meet the needs of current and future residents [A & P](#)
- Manage development to protect our natural environment and heritage and be resilient to natural hazards [D](#)
- Protect and enhance Council-managed water infrastructure and mitigate environmental and man-made impacts [D](#)
- Advocate for clean air and improved natural environment [A](#)
- Manage the use of water and waste wisely, efficiently and sustainably to facilitate growth and



economic opportunity [D](#)

- Reducing emissions of Council owned assets to reach Net Zero targets [D](#)
- Maintain and enhance our open and public spaces and natural areas [D](#)

We are.... **working together**

- Increase community awareness and understanding of Council business [D](#)
- Ensure a wide range of community engagement programs to enable effective Council decision making [D](#)
- Deliver sustainable projects, services and programs through sound financial management [D](#)
- Ensure Council has long-term financial sustainability [D](#)
- Improve efficiency of Council systems [D](#)
- Ensure Council attracts and retains adequately skilled staff [D](#)
- Support the elected Council to enable effective leadership [D](#)

The inclusion of the following helps the Community understand Council's role in achieving their aspirations:

[D](#) = Delivering

[P](#) = Partnering and Collaborating

[A](#) = Advocating

To progress the finalisation of the CSP that:

- a workshop be held with all Councillors on 18th March
- The CSP presented to the March Council Meeting to be placed on public exhibition for 28 days
- The CSP to be endorsed by Council at the May Council meeting

Concurrently, development of the Delivery Program (DP), Long Term Financial Plan, Resource Strategy and Operational Plan is progressing. The suite of Integrated Planning and Reporting documents are to be endorsed by Council by 30 June 2025.

**6.4 Request for Domestic Waste Management Charge to be Waived**

Responsible Officer:	Matthew Lysaught - Director - Infrastructure & Property
Author:	Senior Coordinator Waste Operations
Community Strategic Plan:	5 - <i>Community Infrastructure</i> Effective and efficient infrastructure that is appropriate to the needs of our community
Delivery Program Goal:	5.3.1 - Water, sewerage and waste services are provided in compliance with regulatory requirements.
Operational Plan Action:	Not applicable
Attachments:	Nil

PURPOSE

To inform the Committee of a request from property owners to opt out of Council provided Waste Collection Services and seeking a waiver of the related Domestic Waste Management (DWM) Charge.

OFFICER'S RECOMMENDATION

The Committee recommends that Council:

1. Approves to waive the Domestic Waste Management Charge on Assessment 127266;
2. Organises to retrieve the Council issued mobile garbage bins from the property; and
3. Includes in the review of Council's Revenue Policy delegations for staff.

Moved: _____ **Seconded:** _____

EXECUTIVE SUMMARY

Council has received a request from property owners of Assessment 127266 to opt out of Council provided waste collection services and have the Domestic Waste Management Charge (DMW) on their rates waived.

Under Council's 2024-2025 Revenue Policy staff do not have discretion to waive DMW charges.

PREVIOUS RESOLUTIONS

Nil.

BACKGROUND

Nil.

CONSULTATION

Rates Officer

Manager Waste Operations



REPORT

Assessment 127266 – Address: 1952 Denman Road

The property owner advises they use this property as a weekender, there are only containers on the property, and they take their own waste away when they leave.

As they do not use the Council provided waste collection services, they have requested to be removed from the collection service. As the applicant has explained they remove their own waste the request may be reasonably considered.

This would entail the removal of Council issued bins from the premises and the waiver of DWM fees on the rates. However, Council must issue an availability charge instead as this cannot be waived.

Under Council's 2024-2025 Revenue Policy staff do not have discretion to waive DMW charges.

FINANCIAL CONSIDERATIONS

Minor impact. Waiving the DWM reduces the annual charge to the property. Not providing garbage collection services to the property saves a small amount of contract costs.

Ongoing Operational and Maintenance Costs Implications Associated with Capital Project

1. Financial Implications – Capital

Nil known.

2. Financial Implications – Operational

Nil known.

POLICY IMPLICATIONS

Nil known.

STATUTORY / LEGISLATIVE IMPLICATIONS

Nil known.

RISK MANAGEMENT IMPLICATIONS

Nil known.

COMMUNITY CONSULTATION / COMMUNICATIONS

Nil known.



7 Closed Committee

Nil

8 Date of Next Meeting

10 April 2025

9 Closure