

Upper Lachlan Shire Council

ANNUAL REPORT
2016-2017



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General Manager, Mr John Bell

General Manager's Review of Operations

It is with great pleasure that Upper Lachlan Shire Council presents the Annual Report. I am privileged to have led a dedicated team of professional Council staff over the past year through some eventful and challenging times to continue to efficiently deliver quality services to the community.

The Upper Lachlan Shire Council Annual Report is presented under the Local Government Act 1993, in accordance with the provisions of Section 428, which sets out the Council's statutory reporting requirements. Such reporting mechanisms are an important avenue by which Council is able to display to the local community the results of Council's positive, practical governance and prudent financial management.

The majority of Council's programs have completed their appropriate key performance indicators and Council has met all State and Federal Government statutory requirements within the required deadlines.

Financial Position Report

The Annual Report confirms that the Upper Lachlan Shire Council is in a positive financial position and has the scale and capacity to meet all provisions and liabilities.

The independent external audit of the Council's Financial Statements, by Audit Office of NSW, confirms a net operating result for 2016/2017 from all Council activities, totalling a net operating surplus of \$5.221 million for the year (before capital grants and contributions). This equates to an Operating Performance Ratio of 16.47%.

Within the Financial Statements, Council's Statement of Performance Measures highlights Council's Unrestricted Current Ratio of Assets to Liabilities as 5.14:1, which shows the adequacy of Council's working funds to meet all liabilities and other restrictions.

Further, Rates and Annual Charges Outstanding percentage is only 3.35%. Council's Infrastructure Renewals Ratio is 136.54% which indicates that Council is spending sufficiently on asset renewals relative to the rate at which assets are depreciating on an annual basis.

There are a number of financial performance measures and benchmarks that the Office of Local Government has mandated for all Councils. These indicators were recommended by the Treasury Corporation Sustainability Review of NSW Local Government undertaken in 2013.

Upper Lachlan Shire Council will continue to pay due attention to all financial, infrastructure and efficiency performance measures as the long-term financial sustainability of the Upper Lachlan Shire Council remains our number one priority.

Organisation Structure

Council has reviewed and adopted its organisation structure in accordance with Section 333, of the Local Government Act 1993, maintaining Council's commitment to the operational performance and services in each of Council's three offices and two works depots.

Council employs 136 full time equivalent employees and these staff members persist in reinforcing an ongoing commitment to customer service and continuous improvement and will carry on meeting the needs and expectations of our ever growing Shire within the available resources.

Community Strategic Plan

The NSW State Government Integrated Planning and Reporting requirements have been prepared in accordance with the requirements of the Local Government Act 1993:-

- Tablelands Regional Community Strategic Plan 2016-2036;
- Resource Strategy - containing the Long Term Financial Plan, the Workforce Plan and the Infrastructure Plan;
- Delivery Program;
- Operational Plan; and
- Social and Community Plan.

Council held four community outreach meetings in the Shire in May 2017, including Bigga, Crookwell, Gunning and Taralga, to allow community feedback and input into implementing the Council strategic plans.

Asset Renewal and New Infrastructure Highlights – Total Expenditure on Assets \$13.079 million

Major construction and new infrastructure highlights for 2016/2017 included the following projects:-

- Substantial commencement of construction of the new Crookwell Water Treatment Plant \$4.9 million;
- Bitumen resealing of urban and rural sealed local roads throughout the Shire at a cost of \$430,150;
- Bitumen resealing of sealed regional roads throughout the Shire at a cost of \$148,150;
- Pavement rehabilitation of MR52 Gunning to Gundaroo Road at a cost of \$663,022;
- Gravel resheeting of unsealed rural roads throughout the Shire at a cost of \$898,749;
- Storm damage road pavement rehabilitation works on regional roads totalling \$389,129;
- Road pavement rehabilitation and sealing works on local roads totalling \$585,067;
- Storm damage road restoration works from July 2016 natural disaster totalling \$770,147;
- Road Black Spot Program works of \$582,123;
- New Crookwell outdoor gym cost at a cost of \$50,000;
- New Crookwell Skate Park facility construction at a cost of \$188,000;
- Gunning sewerage service main renewals at a cost of \$161,782.

Tablelands Regional Strategic Plan 2016-2036

Council engaged consultants, Cardno NSW/Act Pty Ltd to undertake the development of a Regional Community Strategic Plan (CSP) on behalf of Goulburn Mulwaree Council, Upper Lachlan Shire Council and Yass Valley Council.

Cardno NSW/ACT Pty Ltd completed:-

- A peer review of the three Councils' Community Strategic Plans;
- Preparation of the Tablelands Regional Community Strategic Plan;
- Preparation of a Community Engagement Strategy and Communications Plan; and
- Facilitation of community engagement workshops in three local government areas including the on-line Community Survey (50 survey responses) and On line Youth Survey (40 survey responses) and facilitated community outreach workshops held in November 2016 at Crookwell, Taralga and Gunning (54 community attendees in total).

LG Elections September 2016

In September 2016 Council farewelled former Mayor John Shaw OAM and former Councillors Joanne Marshall, Scott Craig and Malcolm Barlow. Council welcomed new Deputy Mayor, John Stafford and new Councillors Pam Kensit, Ron Cummins and Richard Opie. Council staff look forward to continuing to work collaboratively with all Councillors as Council meets the needs and expectations of the community.

RH Dougherty Award

Upper Lachlan Shire Council was recognised in the Local Government NSW 2017 RH Dougherty Awards in winning the 'Reporting to Your Community' category for Council's work in developing its Facebook page as a tool to actively communicate and engage with the community.

By making the Facebook page more relevant, informative, innovative and engaging, page 'likes' increased by 47% in just 7 months and Facebook evolved to become one of Council's key communications tools.

In June 2016 Council sought to actively engage with a younger demographic by employing Council's Facebook page as a prominent communication tool and a channel for greater community engagement and interaction in a way that had not previously been undertaken in the Shire.

In addition to communicating Council's news and achievements, the Facebook page has evolved as a tool to gauge community feedback on ideas and issues, quickly and concisely, in a way Council was unable to capture such information before.

Council's Facebook page has not sought to replace Council's other, more traditional forms of community engagement and communication, but has instead evolved the Facebook page as another tool to share information and gauge community feedback.

The RH Dougherty Award is a wonderful recognition, but one that could not have been achieved without the involvement and enthusiasm of the Upper Lachlan Shire community.



Conclusion

The Council’s overall financial position remains sound and our long term financial strategy allows for the ongoing development of a sustainable infrastructure renewal program whilst identifying opportunities for service delivery review.

Council will remain focused on delivering good quality governance and services to the Upper Lachlan Shire with continued attention to organisational, social and environmental sustainability.

The Annual Report demonstrates that Council continues to deliver a wide range of quality services to the community and Council continues to communicate in a number of proactive and receptive ways including the award winning quarterly “Voice Newsletter”, community surveys, media releases, and informal meetings, from our website, FaceBook page, community outreach meetings and engagement forums.

In the meantime I would like to thank the Councillors and staff for their hard work and commitment to the Upper Lachlan Shire community during the 2016/2017 financial year.

As General Manager of the Upper Lachlan Shire Council, I commend this Annual Report as definitive confirmation that the Upper Lachlan Shire Council is proceeding into the future with a stable foundation.



John Bell
General Manager

UPPER LACHLAN SHIRE COUNCIL – SENIOR STAFF

General Manager:

Mr John Bell
Work Phone: 4830 1000

Director of Environment and Planning:

Mrs Tina Dodson
Work Phone: 4830 1027

Director of Finance and Administration:

Mr Andrew Croke
Work Phone: 4830 1008

Director of Works and Operations:

Mr Phil Newham
Work Phone: 4830 1063



Council’s Senior Management Team for the past 7 years – Phil Newham, Tina Dodson, John Bell and Andrew Croke

UPPER LACHLAN SHIRE COUNCIL ELECTED MEMBERS



MAYOR
Cl Brian McCormack
Taralga Road
Laggan NSW 2583

P (02) 4837 3258
M 0428 634 092
E bmccormack.ulsc@live.com.au



DEPUTY MAYOR
Cl John Stafford

70 Macarthur Street
Taralga NSW 2580

M 0419 0145 40
E john_thesanctuary@bigpond.com



Cl Darren O'Brien

14 Crown Street
Crookwell NSW 2583

P (02) 4832 0501
M 0409 821 003
E bucketsob@hotmail.com



Cl Paul Culhane

6912 Boorowa Road
Lost River 2583

P (02) 4836 2190
M 0410 622 798
E pculhane.ulsc@live.com.au



Cl Richard Opie

PO Box 108
Crookwell NSW 2583

M 0418 821 972
E wallaroypastoralco@gmail.com



Cl Ron Cummins

PO Box 204
Crookwell NSW 2583

P (02) 4832 0645
M 0427 368 305
E roancummins@optusnet.com.au



Cl John Searl

PO Box 4002
Dalton NSW 2581

P (02) 4845 6337
M 0405 060 347
E johnsearl@hotmail.com



Cl Pam Kensit

339 Fish River Road
Crookwell NSW 2583

P (02) 4836 5203
M 0400 360 331
E pamkensit@gmail.com



Cl James Wheelwright

"Phils River"
Crookwell NSW 2583

P (02) 4834 2149
E jmwheelwright@hotmail.com

STATEMENT OF ETHICAL PRINCIPLES

The Upper Lachlan Shire Council activities of Councillors and Staff are guided by the following principles:-

Selflessness

- Serving public over private interests
- Avoiding private gain at public expense
- Not accepting gifts and benefits of more than nominal value
- Reporting all offers of inducement or suspected bribes

Openness

- Giving and revealing reasons for decisions
- Revealing other avenues available to the client or business
- Offering all information not subject to legal or privacy restrictions
- Communicating clearly

Honesty

- Obeying the law
- Following the letter and spirit of policies and procedures
- Observing codes of conduct
- Fully disclosing actual or potential conflicts of interest

Accountability

- Recording reasons for decisions
- Submitting to scrutiny
- Keeping proper records and establishing audit trails
- Maintaining confidentiality

Objectivity

- Fairness to all
- Impartial assessment
- Merit selection in recruitment and in purchase and sale of Council resources
- Considering only relevant matters

Courage

- Having the courage to uphold these principles
- Reporting suspected wrongdoing
- Embracing necessary change
- Giving advice fearlessly and frankly

UPPER LACHLAN SHIRE COUNCIL FINANCIAL STATEMENTS



Veolia Mulwaree Trust Trustee John Reynolds presents a cheque to Council Deputy Mayor John Stafford to assist in the construction of the Crookwell Skate Park.

Section 428 (2) (a) and (b)

Annexure Document "A" includes a copy of Upper Lachlan Shire Council's audited Financial Statements for 2016/2017. This is included as an attachment at the end of the Annual Report.

1. GENERAL INFORMATION

COUNCIL MEETINGS:

Council conducts business in an open forum, with the only exceptions being those matters pertaining to personnel (staff), litigation, commercial in-confidence matters and the private business of individuals where confidentiality has been requested. However, all such decisions are ratified in open Council Meetings. All ratepayers, press and the general public are welcome to attend meetings of Council.

During 2016/2017 Ordinary Council Meetings were held on the third Thursday of each month. Council Meeting agendas are available on Council's website or at the three Council Administration offices and two branch libraries during business hours and in addition are provided at the meeting. The Business Papers for each Ordinary Council Meeting are generally prepared on the first Friday of each month, and any person wishing to bring a matter before Council must lodge it with the General Manager by that day.



The final Council Meeting of the outgoing Council held on 18 August 2016

COMMUNITY OUTREACH MEETINGS:

In addition to Council Meetings, there were 4 community outreach meetings held in April and May 2017, directed at the facilitation of community involvement and dialogue with Council. The meetings were held in Bigga, Crookwell, Gunning and Taralga.

Upper Lachlan Shire Council held community engagement meetings in November 2016 in Crookwell, Gunning and Taralga as part of the development of the Tablelands Regional Community Strategic Plan (CSP). The development of the regional CSP was in conjunction with Goulburn Mulwaree Council and Yass Valley Council.

UPPER LACHLAN SHIRE COUNCIL ADMINISTRATION OFFICES:**Crookwell Office**

44 Spring Street, Crookwell NSW 2583

Telephone: (02) 4830 1000

Fax: (02) 4832 2066

Email: council@upperlachlan.nsw.gov.au

Website: www.upperlachlan.nsw.gov.au

Gunning Office

123 Yass Street, Gunning NSW 2581

Telephone: (02) 4845 4100

Fax: (02) 4845 1426

Taralga Community Service Centre

29 Orchard Street, Taralga NSW 2580

Telephone: (02) 4840 2099

Fax: (02) 4840 2296

Email: taralgacsc@upperlachlan.nsw.gov.au

ALL CORRESPONDENCE SHOULD BE DIRECTED TO:-**The General Manager**

PO Box 42

GUNNING NSW 2581

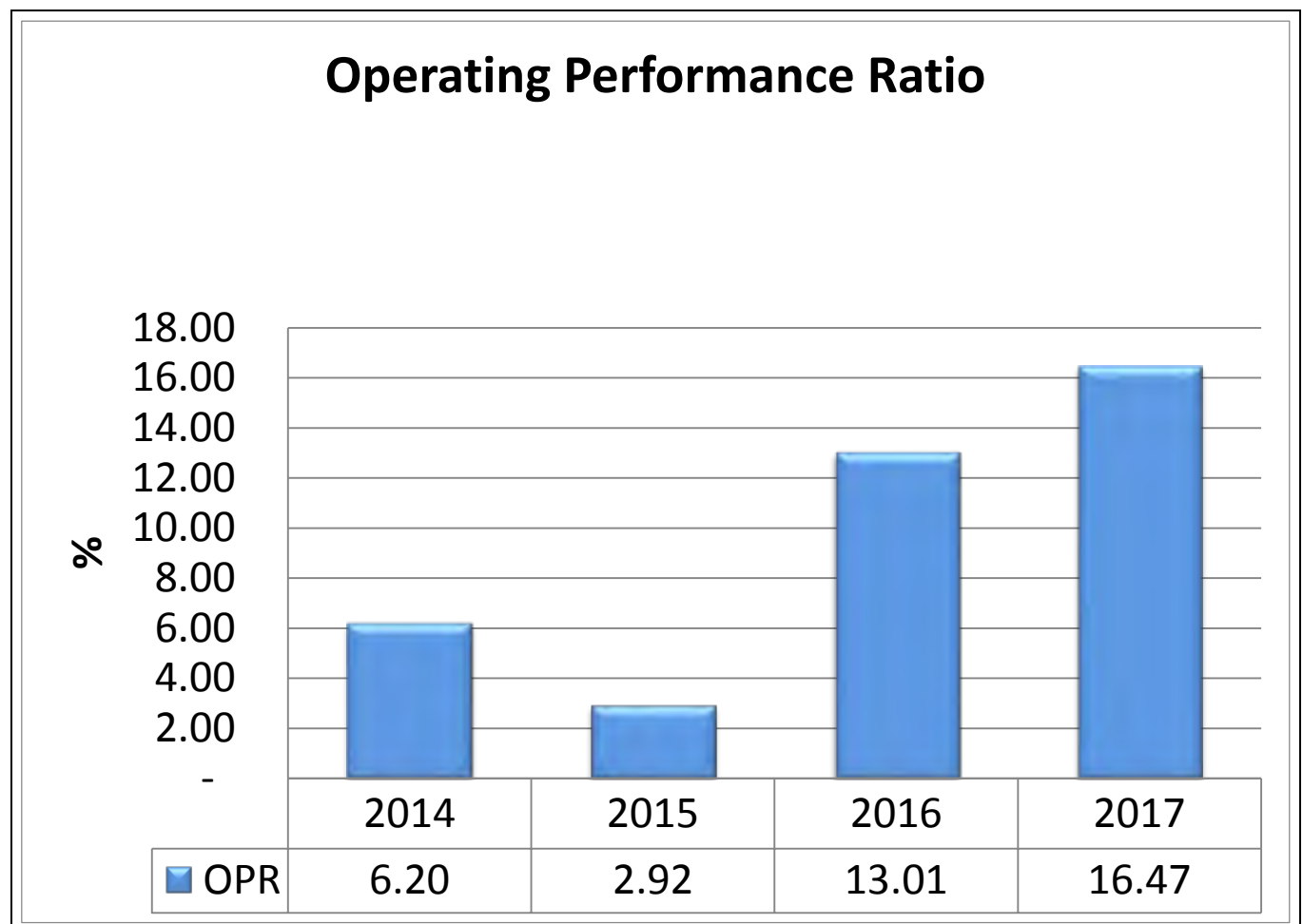
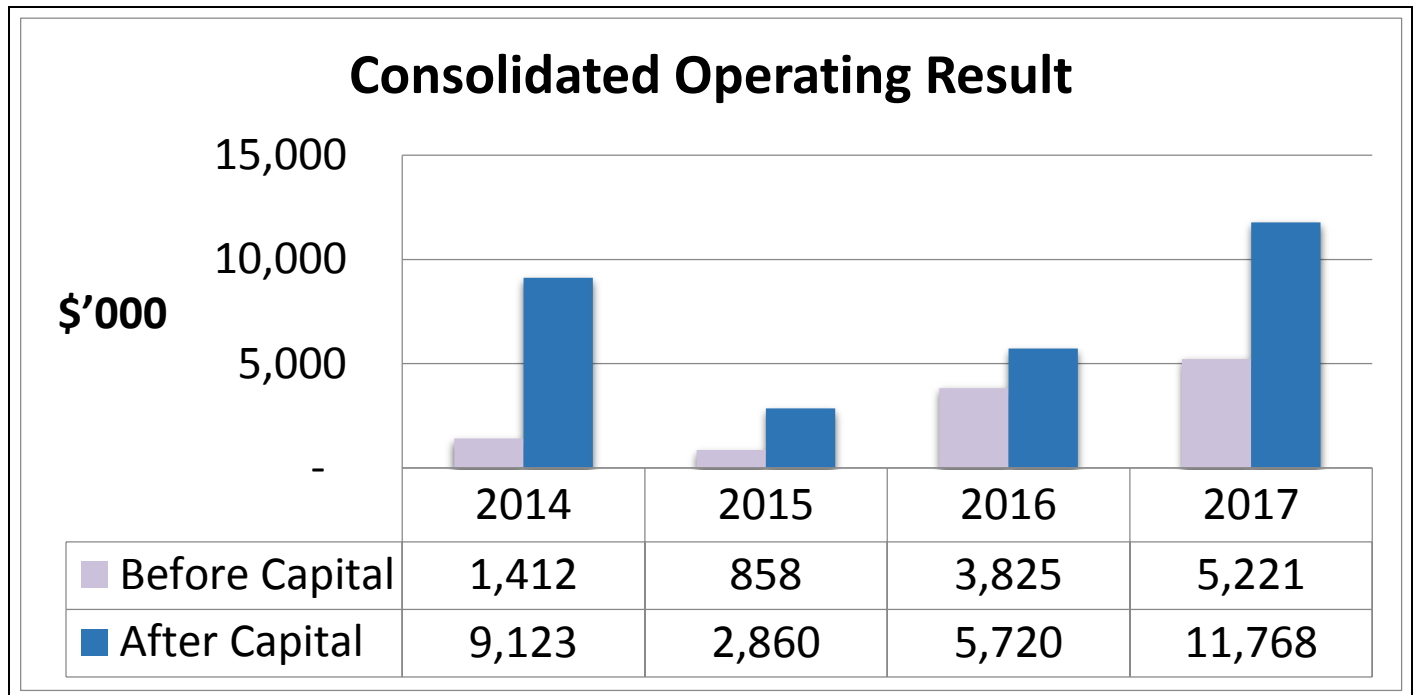


Crookwell Administration Office

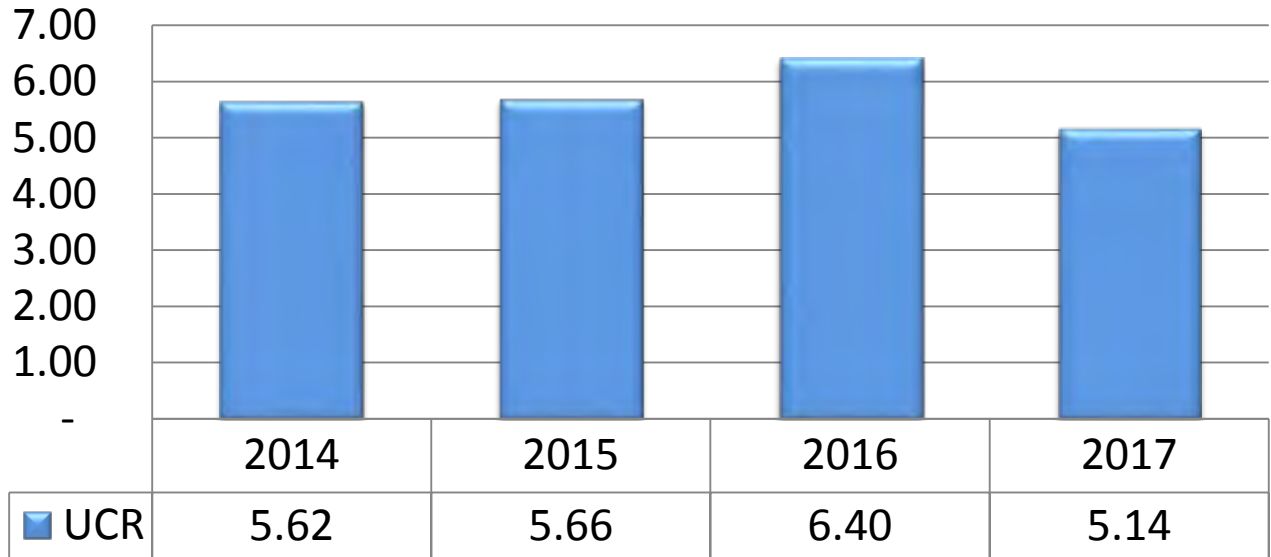
Strategic Task Performance Activities

<u>Key Performance Activities</u>	<u>Performance</u>
Annual Report and State of Environment Report	Completed by statutory timeframe
Community Strategic Plan End of Term Report	Completed by statutory timeframe
Financial Statements and Financial Data Return	Completed by statutory timeframe
Social and Community Plan	Completed by statutory timeframe
Loan Borrowings Return	Completed by statutory timeframe
Pecuniary Interest Returns	Completed by statutory timeframe
Noxious Weeds NSW Department of Primary Industries Grant Return	Completed by statutory timeframe
Pensioner Concession Subsidy Claim	Completed by statutory timeframe
Grants Commission ALGA National Local Roads Data Return	Completed by statutory timeframe
Grants Commission Local Roads and Bridges Data Return	Completed by statutory timeframe
Quarterly Budget Review Statements and Quarterly Reviews of the Operational Plan to Council	Completed by statutory timeframe
Delivery Program review reports biannually to Council	Completed by statutory timeframe
Monthly report on Council Investment Register / Portfolio	Completed by statutory timeframe
Adoption of the Payment of Expenses and Provision of Facilities Policy	Completed by statutory timeframe
Government Information (Public Access) (GIPA) Annual Report and Agency Information Guide	Completed by statutory timeframe
Quarterly Rates and Charges Notices posting to ratepayers	Completed by statutory timeframe
Rates Statement of Compliance Notional Income Return	Completed by statutory timeframe
Adoption of Integrated Plans and Resourcing Strategy by Council	Completed by statutory timeframe
Lodgement of Goods and Services Tax (GST) Certificate to OLG	Completed by statutory timeframe
Report to Council on senior staff contractual conditions	Completed by statutory timeframe
Adoption of Organisation Structure by Council	Completed by statutory timeframe
Adoption of Delegations of Authority by Council	Completed by statutory timeframe
Adoption of Code of Conduct by Council	Completed by statutory timeframe
Grants Commission Return of General Information	Completed by statutory timeframe
Public Interest Disclosures Annual Report – every six months	Completed by statutory timeframe
NSW State Library Public Library Annual Return	Completed by statutory timeframe
Roads and Maritime Services (RMS) Regional Roads Block Grant Return	Completed by statutory timeframe
Department of Infrastructure Roads to Recovery Annual Report	Completed by statutory timeframe
Code of Conduct Complaint Statistics report to Council – annual	Completed by statutory timeframe

FINANCIAL SUMMARY:

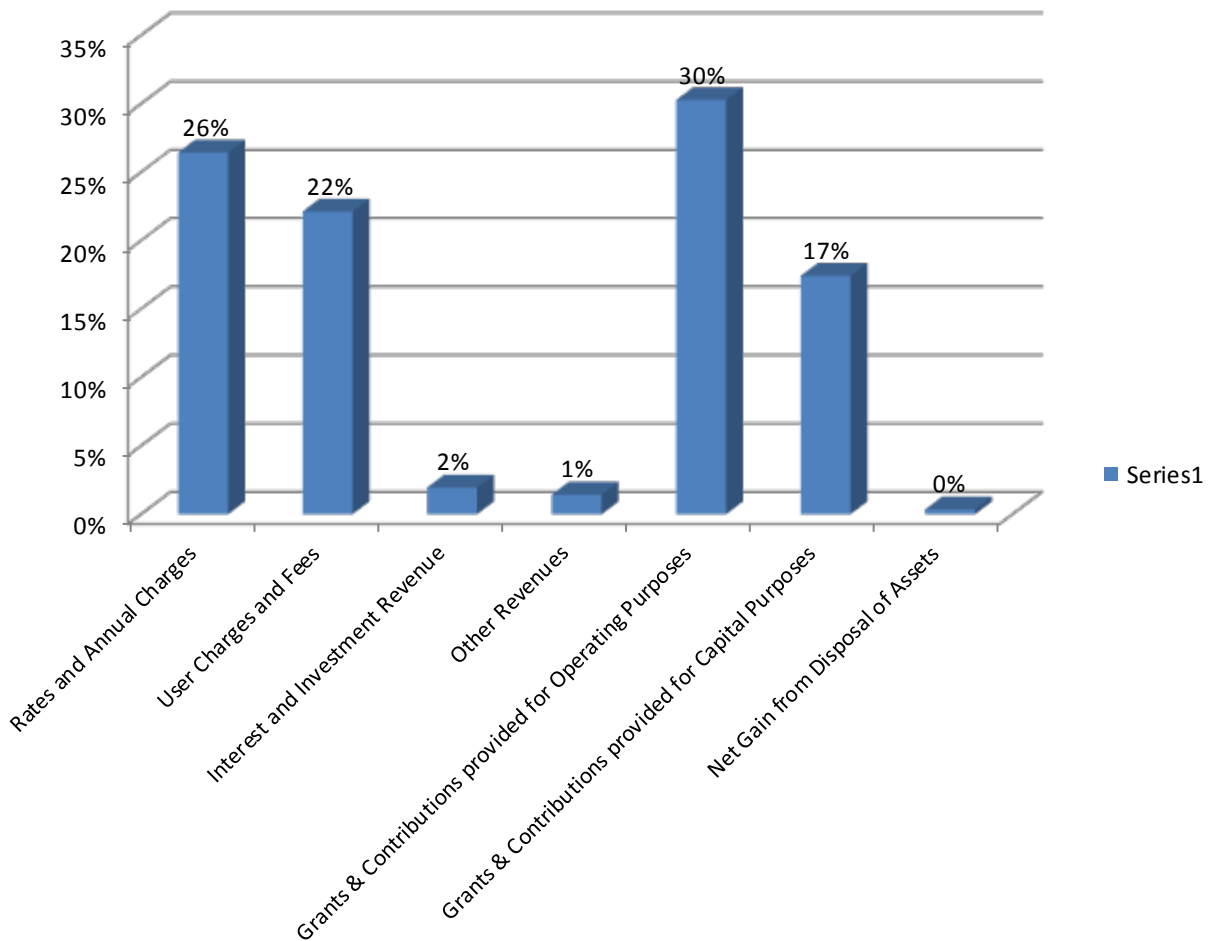
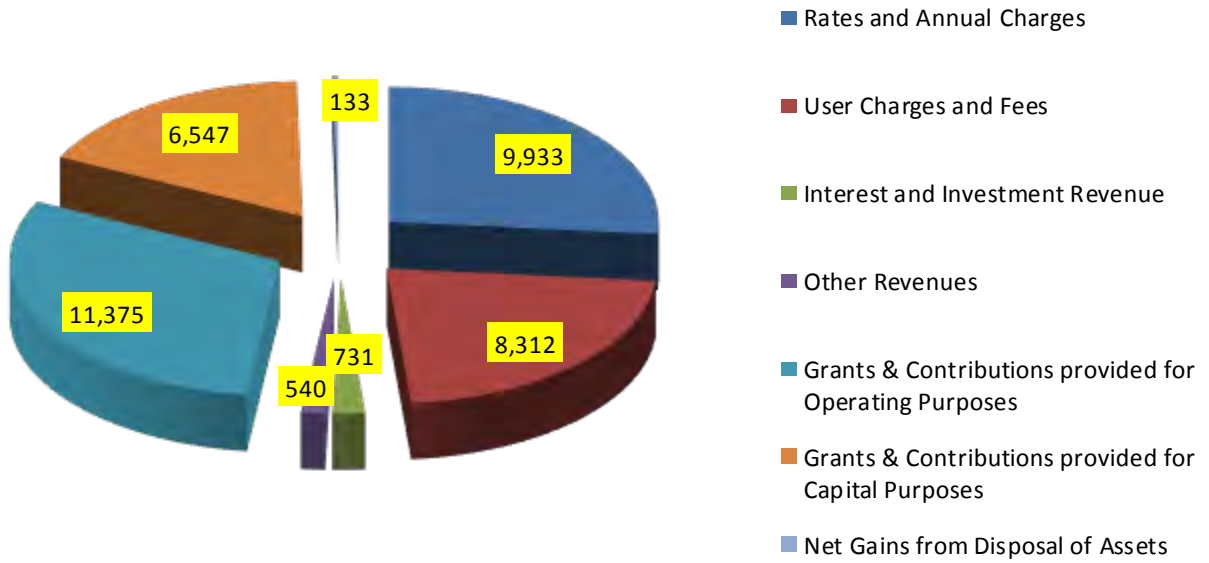


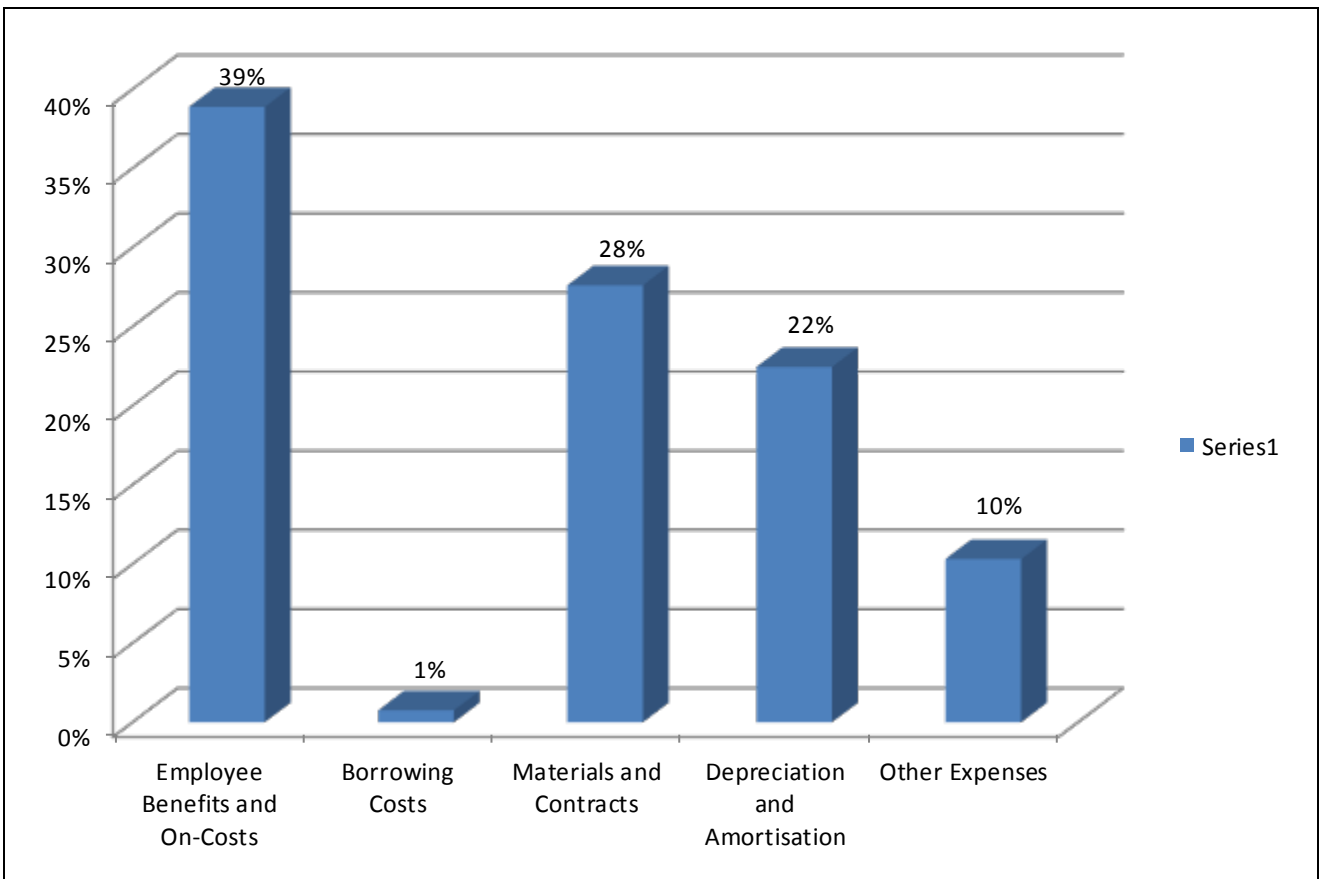
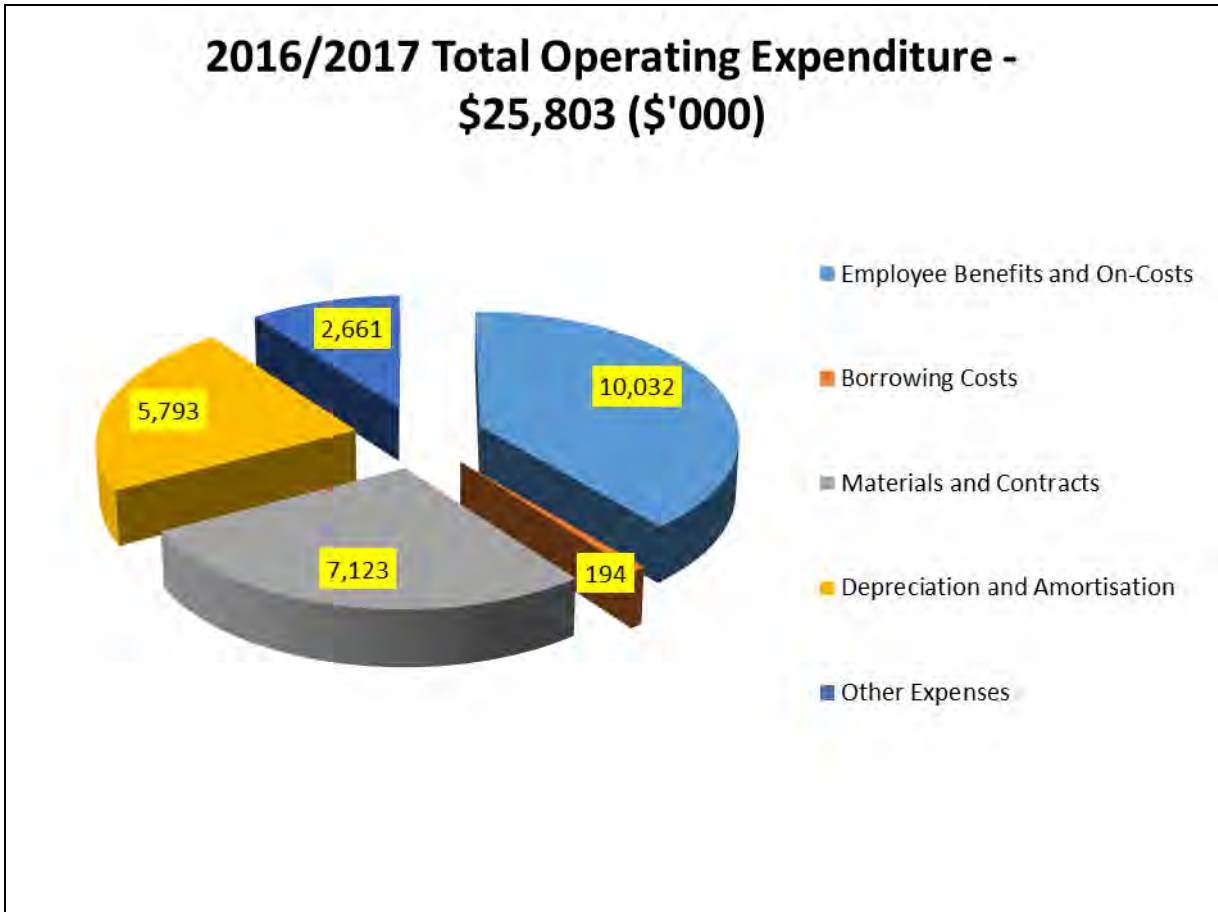
Unrestricted Current Ratio



Cash Flows	2017 \$'000	2016 \$'000
Cash inflows from operations	36,513	31,606
Cash outflows from operations	(18,622)	(18,824)
Net cash from operations	17,891	12,782
Purchase of assets	(13,076)	(8,169)
Sale of assets	428	185
Repayments made	(240)	(238)
Cash movement before purchase of investments	5,003	4,560
Net purchase of investments	(800)	(4,400)
Net increase/(decrease) in cash and cash equivalents	4,203	160

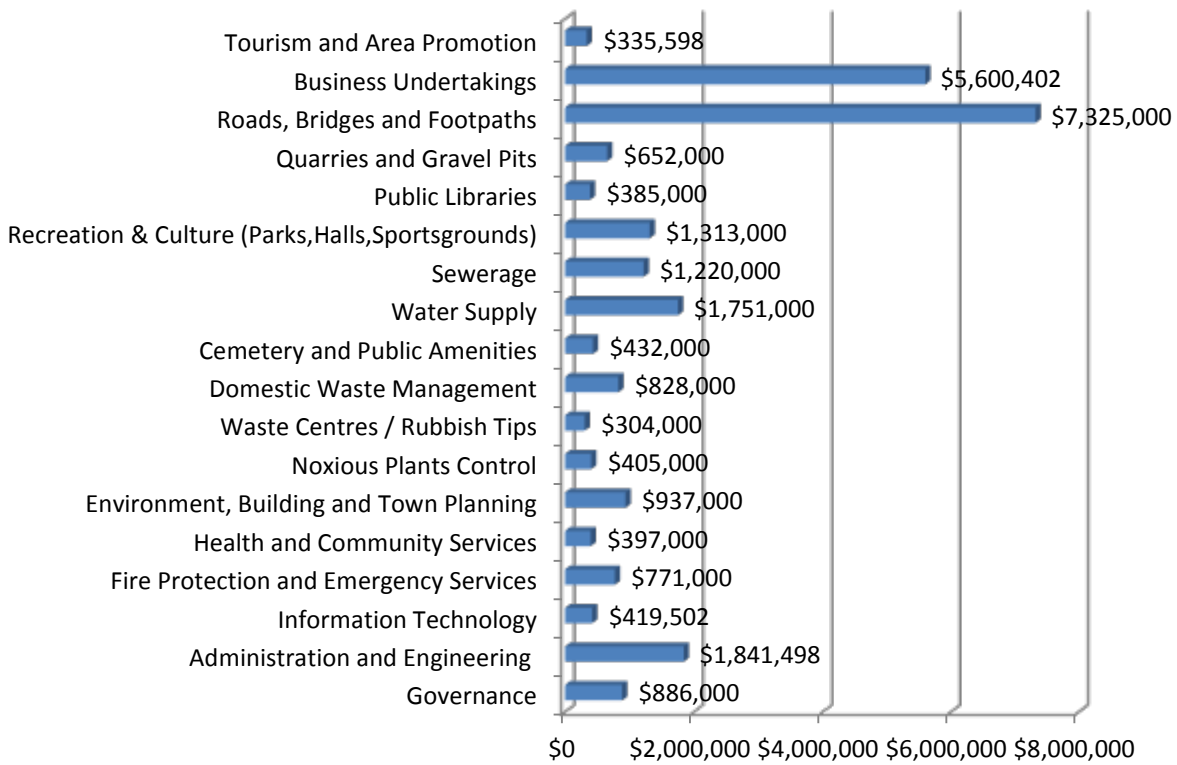
2016/2017 Total Income - \$37,571 (\$'000)





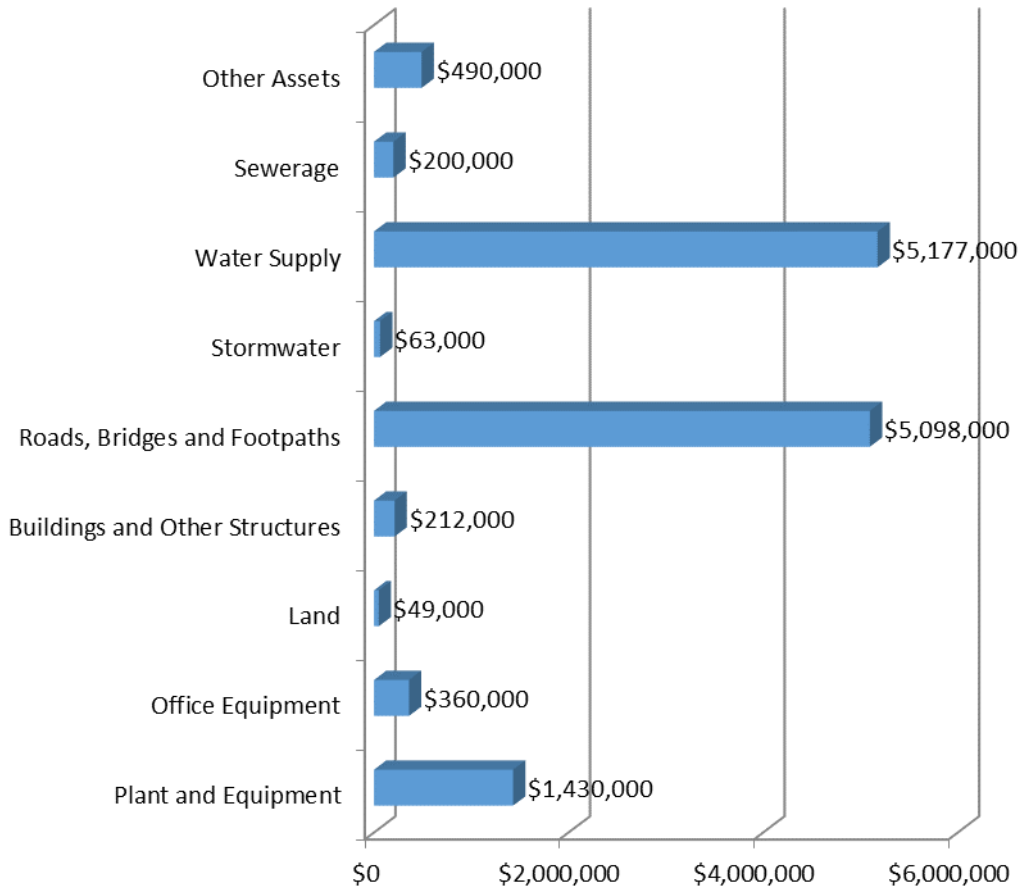
FINANCIAL DATA

2016/2017 Operating Expenditure \$25,803 (\$'000) on Council Services

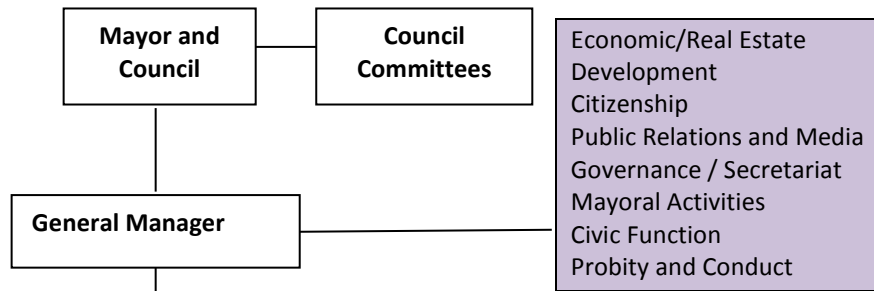


FINANCIAL DATA

2016/2017 Capital Expenditure by Asset Class - \$13,079 (\$'000)



Organisation Structure



Director of Finance and Administration	Director of Works and Operations	Director of Environment and Planning
Customer Service Payroll Administration Information Technology Telephone/Switchboard Records Management Human Resources Management Insurances Rates and Annual Charges Creditors and Debtors Business Papers Privacy Management Audit and Risk Committee Loans/Borrowings Management Investments Revenue Policy Community Strategic Plan Operational Plan Delivery Program Long Term Financial Planning Financial Management Accounting Annual Report Community Technology Centre Library (2 Branch libraries) Southern Tablelands Arts Council Tourism Services and Committee Website/FaceBook/Internet Taralga Community Service Centre - Australia Post Services Service NSW Motor Registry Agency Services - Crookwell Goods & Services Tax Compliance Fringe Benefits Tax Compliance Cultural Planning	Water Supply Services Sewerage Services Domestic Waste and Recycling Services Waste Management Centres / Tips Parks and Gardens / Sportsgrounds Swimming Pools (2 Pools) Works Depots (2 Depots) Plant (Workshop) Maintenance (roads, bridges, footpaths and kerb and guttering) Construction (roads, bridges, footpaths and kerb and guttering) Contract Management Design Works/Engineering Services State Emergency Services (SES) Rural Fire Service (RFS) Aerodrome Asset Management Project Management Forward Planning - Recreation - Infrastructure Traffic Management Road Safety Program Cemeteries Drainage / Stormwater Management Private Works RMCC RMS Roads Contract Roads to Recovery Program Stores and Purchasing Work Health and Safety (WH&S) Asset and Risk Management Consultative and WH&S Committees Caravan Park Gravel Pits Geographic Information System (GIS) Tree Preservation Order Compliance Framework Section 64 Development Contribution Plans	Urban / Rural Planning (Land use) Building Control Environmental Planning Control (LEP) Pollution Control Development Control (DCPs) Rangers Stock Impounding Heritage and Conservation Regulatory Functions Public Hall Management Companion Animals Food and Health Inspections State of Environment Septic Tanks Town Planning - Community Survey - Corporate Strategic Planning - Land use planning - Subdivision Council Housing Management Ordinance Control Licence Monitoring Section 94 and Section 94A - Development Contribution Plans Community Enhancement Programs Pye Cottage Museum Floodplain Management Social and Community Planning Noxious Weeds Control Medical Centres Building and Offices Maintenance Rural Addressing

2. OPERATIONAL PLAN

Upper Lachlan Shire Council has adopted the Operational Plan in respect of its principal activities (functions) and corresponding performance targets within those principal activities.

Listed below is the comparison with Council's objectives and the achievements during 2016/2017.



Work on a new irrigation system at Crookwell's Memorial Park

Section 428 (2) (b)

COUNCIL'S PRINCIPAL ACTIVITIES – Key Performance Indicators

FUNCTION

SOCIAL

Health Services, Medical Centres, Community Services, Aged and Disabled Services
Public Halls, Cultural Services, Community Centres and Museums
Animal Control
Swimming Pools
Sporting Grounds and Parks and Gardens
Public Libraries
Emergency Services and Fire Protection

ENVIRONMENTAL

Town Planning and Development Control
Building Control
Environmental Systems and Protection
Housing
Noxious Weeds Control
Food Control and Inspections

ECONOMIC

Financial Services
Administration and Corporate Support
General Purpose Revenue and Rates
Information Technology
Workforce (Human Resources and Work, Health and Safety)
Caravan Parks
Tourism Promotion and Business (includes Private Works, RMS State Road, and Service NSW Agency)

INFRASTRUCTURE, ACCESS AND TRANSPORT

Roads, Bridges, Footpaths, Cycleways, and Kerb and Guttering
Stormwater and Drainage
Quarries and Gravel Pits
Waste Centres, Rubbish Tips and Street Cleaning
Public Conveniences and Amenities
Public Cemeteries
Engineering, Purchasing and Works Supervision
Plant and Equipment Operations
Domestic Waste Management (DWM)
Water Supply services
Sewerage services

GOVERNANCE

Governance and Civic Leadership

COMMENTARY REGARDING STRATEGIC PERFORMANCE MEASURES UNDERTAKEN

Section 428 (2) (b)

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - HEALTH SERVICES, MEDICAL CENTRES, AGED, DISABLED AND COMMUNITY SERVICES**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Liaise with health care service providers within the Shire.	Maintain lease for buildings.	1.1 - Support the retention of medical and health care facilities in the towns.	Achieved – Council owned building utilised for health care services in Crookwell and Gunning.
Support the Youth Council to promote youth engagement.	Report each year in the Annual Report.	1.4-2 - Retain the youth population demographic and provide appropriate facilities.	Achieved.
Support the NSW Government rollout of the National Disability Insurance Scheme (NDIS).	Council develops a Disability Inclusion Action Plan (DIAP) by December 2016.	1.4-1 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Achieved – the Disability Inclusion Action Plan, adopted after public exhibition, by Council on 15 June 2017.
Maintain a web based community directory.	Review annually.	1.7 - Social inclusion for all disparate communities.	Achieved.

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - PUBLIC HALLS, CULTURAL SERVICES, COMMUNITY CENTRES AND MUSEUMS**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Implement Social and Community Plan for Council.	Report every year in the Annual Report.	1.2 - Support provision of ageing population services and aged accommodation.	Achieved - included in the Council Annual Report and adopted by Council on 15 June 2017.
Implement Cultural Plan for Council.	Review every two years.	1.4-1 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Achieved - review of Cultural Plan 2017-2020 adopted by Council on 15 June 2017.

<u>Key Performance Indicator</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
		1.6 - Protect all significant heritage sites to preserve the diverse history of the Shire.	Achieved – 2016/2017 Heritage grant acquittals finalised.
Maintenance and management of Council public facilities.	Annual AGM and audits for Committees.	1.8 - Manage and upgrade Council's public buildings and community centres.	Achieved.
	Review Plan of Managements for public buildings.	1.8 - Manage and upgrade Council's public buildings and community centres.	Achieved.

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - ANIMAL CONTROL**

<u>Key Performance Indicator</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Registration of companion animals.	Monthly report to Office of Local Government.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved - monthly reports submitted to the Office of Local Government.
Maintain a Complaint Handling Register.	Complaints closed out within two weeks.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being Achieved.
Maintain an Impounding Register.	Statistics reported in Annual Report.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - SWIMMING POOLS**

<u>Key Performance Indicator</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Swimming pool guidelines.	Annual review of guidelines.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved - annual booking schedule completed for swim season. Schools and Department of Education, Swim Club and special interest groups catered for. Safety systems reviewed in accordance with Practice Note 15.

<u>Key Performance Indicator</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Water quality testing.	Daily testing and water sample compliance.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – three times daily water quality sampling undertaken during pool opening days, results recorded, corrective action taken, compliance with Department of Health guidelines maintained.
Swimming pool patronage numbers.	Report annually to Council.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – daily attendance records maintained for Crookwell and Gunning Swimming Pools. Reported to Council on 15 June 2017 at conclusion of the 2016/2017 swim season.

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - SPORTING GROUNDS AND PARKS AND GARDENS**

<u>Key Performance Indicator</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Sports field maintenance and Playing Fields Committee meetings.	Report to Council annually.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved - sporting committee meet twice yearly. Gunning Skate Park and Crookwell Skate Park were constructed and open to the public.
Prepare Plans of Management for land where Council is the trustee.	Review Plans every two years.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Not achieved.
Towns and villages mowing and maintenance program and fire risk minimisation.	Implement town beautification initiatives.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – new towns person in Bigga appointed. Parks and gardens maintenance program reported to Council on 20 April 2017.

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - PUBLIC LIBRARIES**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Quarterly Reports for library services to Council.	Report to Council by deadline.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – 4 Quarterly Reports for both branch libraries were prepared within a month of the end of the quarter.
Complete NSW State Library Return of Local Priority Grant Report and Statement of Library Operations.	Completed by State Library deadline.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – Library Return completed and sent to NSW State Library within deadline.
Increase membership and number of library loans.	Increase by 1% per annum.	1.4-1 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Achieved – statistics prepared by Library Manager included in the 2016/2017 Annual Report.
STLC Library Cooperative Committee meetings and REX meetings attendance Review of joint policies and annual fees.	Implement Committee decisions.	1.5 - Lobby for retention of education facilities.	Achieved – review of STLC completed in November 2016. STLC to cease operations on 30 June 2017. Service Level Agreement with Goulburn Mulwaree Council to provide shared library services commenced 1 July 2017.

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - EMERGENCY SERVICES AND FIRE PROTECTION**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Maintain Section 94 Register for each individual Bushfire Brigade.	Annual Audit of Section 94 Register.	1.8 - Manage and upgrade Council's public buildings and community centres.	Achieved – Section 94 Register audit completed for 2016/2017 and provided a copy of the register to RFS in August 2017.
Complete review of DISPLAN.	Report to Council every two years.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – the Emergency Management Guide and Consequences Management Guides have been prepared.
Complete review of RFS Service Level Agreement.	Report to Council.	1.8 - Manage and upgrade Council's public buildings and community centres.	Not achieved – Service Level Agreement renewed in 2014 and is due for review in 2017/2018.

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY – TOWN PLANNING AND DEVELOPMENT CONTROL**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Prepare LEP amendments and submit to Department of Planning.	LEP Amendments submitted to Department of Planning for gazettal.	2.4 - Promote environmentally sustainable developments (ESD).	Not achieved.
Review and implementation of Section 94 and Section 94A Development Contributions Plans.	Implement Plans by target date specified by the NSW Department of Planning and Infrastructure; and annual audit Section 94 Register.	2.5-2 - To pursue Section 94A Development Contributions payments for all State Significant - Designated Developments.	Not achieved - Section 94 Plan Development Contributions Plan shall be completed in 2017/2018.
Section 355 Committees commence operations and Council provide support to facilitate the Community Enhancement Program (CEP).	CEP agreements signed by developers. Funds paid to reserve annually. Committees resourced to benefit target communities.	2.5-2 - To pursue Section 94A Development Contributions payments for all State Significant - Designated Developments.	Achieved - Gullen Range Wind Farm, Taralga Wind Farm and Cullerin Range Wind Farm CF project funding program has commenced.
Completion and issue of Section 149 Certificates.	Complete within 7 days.	2.4 - Promote environmentally sustainable developments (ESD)	Achieved – 436 Section 149 Certificates issued in 2016/2017.

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - BUILDING CONTROL**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Ensure ongoing accreditation of Building Surveyors is maintained.	Minimum CPD points are obtained annually.	2.4 - Promote environmentally sustainable developments (ESD).	Achieved.
Construction Certificate (CC) assessment and determination	Determine 90% of CC's within 30 days.	2.4 - Promote environmentally sustainable developments (ESD).	Not achieved - 81% of CC's were determined within 30 days for 2016/2017.
Development Application (DA) assessment and determination.	Determine 90% of DA's within 40 days.	2.4 - Promote environmentally sustainable developments (ESD).	Not achieved - 80% of DA's were determined within 40 days for 2016/2017.

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - ENVIRONMENTAL SYSTEMS AND PROTECTION**

<u>Key Performance Indicator</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
State of Environment Reporting.	Complete and include in Council Annual Report.	2.7 - Implement Climate Change Adaption Strategy. 2.5-1 - Promote use of green and renewable energy.	Achieved – State of Environment requirements included in 2016/2017 Annual Report.
Investigate and report environmental complaints in accordance with legislation.	Deal with complaints within 30 days.	2.1 - Address environmental degradation issues.	Being achieved – not all compliance action can be finalised within the 30 day timeframe.
Assist community groups to seek grant funding for environmental initiatives for Council land and waterways.	Number of grants per annum.	2.6 - Support land care initiatives to restore and beautify natural resources.	Being achieved - ongoing liaison with relevant government agencies in seeking funding for environmental initiatives.

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - HOUSING**

<u>Key Performance Indicator</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Regular inspection of housing by independent management agent.	House inspections twice a year.	2.4 - Promote environmentally sustainable developments (ESD).	Achieved.
Annual house maintenance and repair program derived from inspections.	Repairs completed within 30 days of notification.	2.4 - Promote environmentally sustainable developments (ESD).	Achieved.

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - NOXIOUS WEEDS CONTROL**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Property inspections - the type and density of noxious weed infestations to be recorded and reported to Council.	17% of properties inspected annually and all high risk pathways.	2.1 - Address environmental degradation issues, i.e. noxious weeds control.	Being achieved - 639 property inspections have been undertaken in 2016/2017.
Suppression of noxious plants on road reserves.	Roads to be surveyed annually and control work conducted.	2.1 - Address environmental degradation issues, i.e. noxious weeds control.	Being achieved – 2,015 kms of transport pathway surveys were conducted with a range of action taken to ensure noxious weed control compliance was achieved.
Regular education programs (field days and press releases) for landowners on the most effective control methods.	3 programs per year.	2.6 - Support land care initiatives to restore and beautify natural resources.	Achieved.

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - FOOD CONTROL AND INSPECTIONS**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Conduct food premise inspections of retailers and service providers.	Annual inspection of all food premises.	2.2 - Improve urban streetscape and CBD.	Achieved – food premise inspections completed in early 2017.
Re-inspection of food retailers issued with infringement notices.	Follow up within 90 days of notice.	2.2 - Improve urban streetscape and CBD.	Achieved.
Swimming Pool register and inspection program.	Ensure Swimming Pool register is maintained.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - FINANCIAL SERVICES**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Council's Investment Policy and Investment Strategy.	Review biennially.	3.1-2 - Prudent financial management.	Achieved – Investment Policy was reviewed by Audit, Risk and Improvement Committee on 21 June 2017.
Maintain Employee Leave Entitlements (ELE) internal restricted cash reserves to fund leave as it becomes payable.	33% Cash reserve of total ELE expense.	3.1-1 - Ensure financial viability of Council.	Achieved – Council ELE cash reserve is 45% of total ELE expense as at 30 June 2017 based on age profile and accumulated leave accrued.
Implementation of Council's Strategic Internal Audit Plan and report actions to Audit and Risk Committee.	Complete 2 audits annually.	3.1-2 - Prudent financial management.	Achieved – Grant Thornton conducted two internal audit projects; a WH&S audit and Building/Asset Management audit. Reports were provided to 15 March 2017 Audit, Risk and Improvement Committee.
Progressively complete Asset Fair Valuation for all asset classes.	Audited annually.	3.1-1 - Ensure financial viability of Council.	Achieved – water supply and sewerage asset classes were revalued at "fair value" on 30 June 2017. The revaluation of community land and other assets was completed 30 June 2016.
Improve long-term financial plan (LTFP) modelling.	10 year plan reviewed annually.	3.1-1 - Ensure financial viability of Council.	Achieved – Long Term Financial Plan was reviewed and adopted by Council on 15 June 2017.
Accurate and timely Council budget reporting and review.	Quarterly Reports.	3.1-2 - Prudent financial management.	Achieved – provision of Quarterly Budget Review Statements and KPIs report to Council each quarter within two months of the end of the quarter.

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - ADMINISTRATION AND CORPORATE SUPPORT**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Manage Councils Accounts Payable and Purchasing systems.	90% of tax invoices are paid within credit terms.	3.7 - Greater efficiency and increased customer service standards.	Achieved – 96% of tax invoices were paid by Council in accordance with credit terms. There were 5,726 tax invoices processed by accounts payable in 2016/2017.
Manage Councils Accounts Receivable system.	90% payment recovered within sixty days.	3.7 - Greater efficiency and increased customer service standards.	Achieved – 92.98% of sundry debtor invoices were recovered within 60 days of tax invoice date. There were 797 accounts receivable tax invoices processed in 2016/2017.
Complete scanning of legal documents, contracts and personnel files onto Council electronic document management system.	Personnel files stored on TRIM by 30 June 2017.	3.7 - Greater efficiency and increased customer service standards.	Achieved – all legal files and grants have been scanned and stored in TRIM electronic records management system. All Council staff personnel files are now scanned into TRIM.
Participate in CENTROC and CBRJO advocacy and resource sharing projects.	Report annually to Council.	3.1-1 - Ensure financial viability of Council.	Achieved – participating in on-line training services program, internal audit, ArcBlue procurement program, electricity program, and water supply best practice programs.

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - GENERAL PURPOSE REVENUE AND RATES**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Proportion of rates accounts outstanding at year end.	Less than 5% outstanding.	3.1-2 - Prudent financial management.	Achieved – 3.35% rates and charges outstanding percentage as at 30 June 2017.
Completion of statutory certificates i.e. Section 603 Certificates.	95% completion rate within 5 days.	3.7 - Greater efficiency and increased customer service standards.	Achieved – 97.16% of Section 603 Certificates were processed within the deadline. There were 387 Section 603 Certificates issued in 2016/2017.
Complete and audit Statement of Compliance for permissible rates income.	Annual Completion by due date free of error.	3.1-2 - Prudent financial management.	Achieved – audit completed by the statutory deadline of 31 October 2016.
Process land revaluations and supplementary land valuations from the Valuer Generals Office.	Monthly reconciliation and signoff by management.	3.1-2 - Prudent financial management.	Achieved – all reconciliations signed and authorised in 2016/2017.

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - INFORMATION TECHNOLOGY**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Council's Information Technology Strategic Plan and Business Continuity Plan to be reviewed and updated.	Implementation of recommendations within specified timeframes.	3.7 - Greater efficiency and increased customer service standards.	Not achieved – Information Technology Strategic Plan review to be completed in 2017/2018.
Implement Council PC (computers) replacement program on a four year rotation.	Annually install 100% of PC's scheduled.	3.7 - Greater efficiency and increased customer service standards.	Achieved – computer replacement program completed.
Review, upgrade and update Council's Website and FaceBook page information.	Updated on a weekly basis.	3.7 - Greater efficiency and increased customer service standards.	Achieved – Council Facebook site received the Local Government RH Dougherty Award for 'communication with our communities'.
Efficient response times to user requests for technical assistance.	90% of requests responded to within two days.	3.7 - Greater efficiency and increased customer service standards.	Achieved.
Implementation of new file servers, software and databases, including telecommunication systems upgrade.	Complete each year within budget estimate.	3.7 - Greater efficiency and increased customer service standards.	Being achieved – Virtualised server project completed in January 2017. Unified telecommunications system project delayed commencement until early 2018. Civica Authority and TRIM EDM version updates completed in March 2017.

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - WORKFORCE (HUMAN RESOURCES AND WORK HEALTH AND SAFETY)**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Review and implement Council Succession Plan.	Review biennially.	3.3 - Assist facilitation of employment opportunities.	Not achieved – Succession Plan to be reviewed and adopted by Council by December 2017.
Proportion of Council employee turnover per year.	Less than 10%.	3.3 - Assist facilitation of employment opportunities.	Achieved – 6.30% employee turnover rate in 2015/2016. 9% turnover in 2016/2017.
Conduct annual performance reviews, reissue and sign-off for all employee's position descriptions and training plans.	Complete by 31 May each year.	3.3 - Assist facilitation of employment opportunities.	Not achieved – 52% of performance reviews were completed by 30 June 2017.
Review and implement the human resources four year strategy in Council's Workforce Plan.	Review Annually.	3.3 - Assist facilitation of employment opportunities.	Achieved – the Workforce Plan was reviewed and adopted by Council at 15 June 2017 Council Meeting.

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Conduct on-site work safety inspections of works sites and offices. Information provided to Council WH&S Committee and management.	80% of worksites are audited each year by WH&S Committee.	3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites.	Achieved – WH&S Committee Meetings held. Incident reports provided to MANEX each month. Regular WH&S Committee inspections are completed.
All new employees to attend Corporate Induction.	Within a month of commencing employment.	3.3 - Assist facilitation of employment opportunities.	Achieved - corporate inductions completed for all new employees.
Maintain a database of hazards and risk management of all Council activities.	Quarterly updated by Section Managers and reported annually by WH&S Coordinator.	3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites.	Being achieved - risk assessments 100% completed for construction and road maintenance. Parks and Gardens are 90% completed, Workshop being reviewed and 50% completed. Operations, Administration and Buildings need review in line with current procedure.
Identification of need for and implementation of safe work method statements (SWMS) for specific worksites.	80% of WH&S corrective actions will be completed within agreed timeframes.	3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites.	Being achieved - SWMS procedure developed, this procedure applies to all Council staff, volunteers and contractors in the workplace. SWMS under review in Works and Operations. Further risk assessments required across the organisation.
Increase awareness training of back and manual handling injuries such as sprains and strains for all staff.	Training provided every two years.	3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites.	Being achieved – manual handling training is provided, 33% of Council staff completed, the remaining staff training to be completed by January 2018.
Establish corporate safety management objectives, strategies and targets in the WH&S section. Minimisation of lost time incidents, injuries and workers compensation claims.	Incident reporting by employee within 2 days to senior management.	3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites.	Pending – Council’s Incident Procedure will be reviewed and reported to the WH&S Committee. WH&S Planning Procedure is under development and will be reported to MANEX by December 2017. Reduction in the number of days lost due to work related injuries in 2016.
Identify and address WH&S issues identified as critical to ensure a safe worksite. Identify "Hotspots" within work groups and concentrate training programs on identified problem areas.	Quarterly reporting to WH&S Committee and management.	3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites.	Achieved - Audit results, safety inspection results, incidents and injuries reported to MANEX and the WH&S Committee bimonthly. Toolbox talks are routinely completed by outdoor works crews.

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - CARAVAN PARKS**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Implement Crookwell caravan park user charges.	Cost neutral facility.	3.4 - Encourage and support viable local businesses.	Achieved – in 2016/2017 Council operated the facility with a minor profit. An increase in overnight visitation and bookings at facility in the past 5 years.
Implement Plans of Management for all Council controlled caravan parks and camping areas.	Review and update every 2 years.	3.2 - Encourage sustainable moderate population growth.	Being achieved – review of Plan of Management for Crookwell Caravan Park is pending. Council has adopted a Plan of Management for Gunning Barbour Park. Gunning is now a RV Friendly Town.
Provide improvements to Crookwell caravan park facilities.	Continue to promote facility and seek external grant funding.	3.7 - Greater efficiency and increased customer service standards.	Achieved – Crookwell caravan park promotion ongoing. Toilet amenities upgrade project completed. RV dump points installed at Crookwell, Gunning, Bigga and Tuena.

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - TOURISM PROMOTION AND BUSINESS**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Review and implement Tourism Strategic Plan.	Report annually by the Tourist Association.	3.4 - Encourage and support viable local businesses.	Achieved – Tourism Strategic Plan reviewed and adopted by the Tourist Association at 15 August meeting.
Coordinate the Crookwell Potato Festival event.	Provide annual event summary to Tourist Association.	3.6 - Promote tourism opportunities and community events.	Achieved – successful event coordinated on 13-14 May 2017.
Prepare of tourism function statistics each quarter.	Present to Tourist Association.	3.7 - Greater efficiency and increased customer service standards.	Achieved – audited Financial Statements were presented to Tourist Association AGM in October 2016.
Preparation of Destination Management Plan to Destination NSW for Southern Tablelands Region.	Increase visitation and \$ spend in the Shire each year.	3.6 - Promote tourism opportunities and community events.	Not achieved – the newly formed Southern NSW RTO will undertake the Destination Management Plan development in 2017/2018.
Prepare and distribute tourism publications; i.e. Accommodation Guide and Group Touring Guide.	Distribution within program deadlines.	3.6 - Promote tourism opportunities and community events.	Achieved – new Upper Lachlan Destination Guide publication completed and distributed. Facebook page reach statistics are increasing.

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Business activity of the State Road MR54 RMCC contract and work orders to retain RMS accreditation.	Generate profit in accordance with contract limits.	3.1-2 – Prudent financial management.	Achieved – MR54 State Road works orders and new road construction and sealing works of unsealed sections well underway with only 3km remaining to be sealed. The remaining section will be completed by December 2017. Satisfactory contractor performance report issued by RMS to Council.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - ROADS, BRIDGES, FOOTPATHS, CYCLEWAYS, AND KERB AND GUTTERING**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Implement Roads Hierarchy Classification in strategic planning of forward road programs.	Review Road Hierarchy annually.	4.1 - Improve local road and transport networks.	Achieved – Roads Hierarchy has been developed and reported to Council.
Completion of annual capital works expenditure program in accordance with budget allocation.	Complete 80% of works program annually.	4.1 - Improve local road and transport networks.	Not achieved – 59% of General Fund roads and bridges infrastructure capital works program completed in 2016/2017.
Progression in the reconstruction and upgrade of Grabine Road as part of the Special Grant program with RMS and Transport for NSW (8 year program commenced 2013).	Complete Stage 5 within budget allocation.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved – Stages 4 and 5 of program not commenced. Rescheduled and delay in works program due to postponement of Roads to Recovery Funding. Works due to recommence in 2017/2018 financial year.
Call and evaluate tenders for civil works contract plant and labour hire, and capital works projects.	To review tenders every two years.	4.1 - Improve local road and transport networks.	Achieved - Tenders closed 26 May 2017, were reported and approved at the 20 July 2017 Council Meeting.
Gravel resheeting programme submitted to and adopted by Council in June each year.	Resheet every road in a 30 year cycle.	4.1 - Improve local road and transport networks.	Achieved – the 2016/2017 Roads to Recovery gravel resheeting program was completed.
Number of kilometres per year cost per kilometre for road maintenance, dissecting bitumen and gravel roads.	Provide cost report to Council annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – report provided to Council. Council reviewed and adopted Infrastructure Plan at 15 June 2017 Council Meeting.
Continuation of footpath replacement program in accordance with Footpath Policy.	Complete within budget allocation.	4.9 - Develop new and upgrade existing footpaths and cycleway networks.	Achieved - ongoing projects of Carrington Street Crookwell and Yass Street Gunning were completed. PAMP developed and adopted at 20 July 2017 Council Meeting.
Establish a Bridge Replacement and maintenance program.	To review program every two years.	4.11 - Progressively replace timber bridges on local and regional roads.	Achieved – priority program has been prepared and included in 4 year Delivery Program. Plan to utilise borrowings to fund bridge program.
Complete the replacement of the Abercrombie River timber bridge on MR256 Taralga to Oberon Road.	Complete by December 2016.	4.11 - Progressively replace timber bridges on local and regional roads.	Not achieved – funding contract signed, initial design work and report on environment effects completed. Delays with National Parks and Wildlife issues.

Regional road repair and pavement reconstruction program on MR52 Gundaroo to Gunning Road.	Complete within budget by June 2017 and finalisation report completed to RMS.	4.12 - Regional transport links are the highest infrastructure priority of Council these include the pavement rehabilitation projects.	Being achieved - Stages 2 and 3 are being constructed at present with completion due by December 2017. Finalisation report to be completed in September 2017.
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**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - STORMWATER AND DRAINAGE**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Stormwater Levy for all towns to assist in funding capital improvements.	Maintain an external restricted cash reserve.	4.10 - Upgrade stormwater and kerb and guttering in towns.	Achieved – works program is included in Operational Plan and stormwater levy on rates notice.
Creation of Floodplain Risk Management Study and Plans.	Completion of Study and Plan by December 2016.	4.13 - Flood Management Plans created for all towns.	Achieved.
Implement Stormwater Management Plan.	Implement Stormwater works outlined in Plan.	4.10 - Upgrade stormwater and kerb and guttering in towns.	Being achieved – ongoing program of works prepared. Tait Street Crookwell and Hillas Street Taralga stormwater work completed in 2016/2017.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - QUARRIES AND GRAVEL PITS**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Prepare annual stocktake of gravel pits stock held and movements. Review quantity of gravel stock held for each gravel pit/quarry.	Complete by June each year.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved - gravel management system is in place. A gravel stocktake was completed in June 2017 for external audit.
Maintain a gravel pit rehabilitation cash reserve in accordance with gravel restoration liability requirements.	Review cash reserve annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – rehabilitation reserve created and funds being credited to reserve each year.
Review gravel royalty payment pricing model and internal charge rate and procedures.	Review and update gravel royalty payment annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – internal gravel charge reviewed and updated 1 July 2016.

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Erect signage as warning of potential hazard at quarries where Council have Quarry Management agreements with owners to operate the quarry.	Installation of signage as remote supervision.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – signs erected.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - WASTE CENTRES, RUBBISH TIPS AND STREET CLEANING**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Maintain a rubbish tip (landfill) rehabilitation cash reserve.	Review cash reserve annually.	4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips.	Achieved – waste rehabilitation reserve established with annualised contributions to the fund.
Strategic Waste Management Plan implementation. Investigations and environmental improvements to determine the useful lives of Councils existing Landfills.	Project in conjunction with EPA grant. Concept design finalised by end of 2016.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being Achieved - Strategic Waste Management Plan reviewed. Upgrade of Crookwell Landfill major focus. Concept plan completed, progressed to detailed design phase. Workshop held to discuss plans with Councillors, Council staff, adjoining landowners, EPA and GHD consultants. Capital improvement funding included in 2017/2018 and forward budgets to progress necessary capital works improvements.
Ensure compliance with DECCW licence for rubbish tips (landfill).	No non-compliance incidents.	4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips.	Achieved – DECCW annual return for Crookwell landfill submitted by deadline.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - PUBLIC CONVENIENCES AND AMENITIES**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Maintain public toilet facilities according to health requirements.	Weekly Maintenance schedule undertaken.	4.4 - Develop town main street and CBD beautification programs.	Achieved – weekly maintenance and cleaning is completed.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - PUBLIC CEMETERIES**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Prepare Plans of Management for all Council controlled cemeteries.	Review every two years.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved - completed.
Crookwell Cemetery expansion of existing site to cater for future requirements.	Negotiate land acquisition with surrounding land owners.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - additional land for Crookwell cemetery has been purchased. Negotiations (a valuation obtained) to purchase additional land for the expansion of Gunning cemetery.
Undertake maintenance activities according to the adopted works schedule.	Within 5% of budget allocation.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – maintenance activities according to annual program and budget allocation.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - ENGINEERING, PURCHASING AND WORKS SUPERVISION**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Implementation and review of Asset Management Plan.	Link to Long-term Financial Plan model.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved - asset data incorporated into Fit for the Future asset modelling.
Asset Audit Preparedness and audit of Special Schedule 7 including asset condition management.	Council resources allocated to ensure audit compliance.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Pending – audit of Special Schedule 7 has not been mandated by the Office of Local Government.
Six monthly Stores Stocktakes with a proportion and value of Stores stock control bin errors being minimised.	Less than \$500 stock write down from a single stocktake.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - work commenced to deal with the recommendation in the Intentus Chartered Accountants Audit Management Letter. General re-organisation ongoing.
Implementation of new Risk Management Action Plan (RAMP) to meet Statewide Mutual Public Liability audit verification requirements.	Complete annually within allocated deadline.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – RAMP program audit completed for 2016/2017.

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Implement Risk Management Assessment Plan and Risk Management Policy.	Review and update.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved.
Review Council Underground Petroleum Storage (UPS) systems; including diesel and petrol bowsers.	Ensure low level of leakage and no environmental impact.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - testing indicates that losses from the system are minimal. Additional tank outside Crookwell office to be removed during the 2017/2018 financial year.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - PLANT AND EQUIPMENT OPERATIONS**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Prepare a plant and equipment 10 year forward plan.	Review and update annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – plant policy has been prepared and approved.
Annual Plant Replacement schedule.	Replacement cost is within 5% of budget allocation.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - plant replacements for 2016/2017 were 90% completed. Replacement of grader has been deferred to 2017/2018.
Maintain a plant replacement cash reserve and achieve plant hire surplus each year.	Review annually adopted plant hire rates.	4.1 - Improve local road and transport networks.	Achieved – plant hire rates were reviewed and updated in July 2016. Plant Hire profit achieved in 2016/2017.
Management of motor vehicle leaseback program.	Review annually.	4.1 - Improve local road and transport networks.	Being achieved – leaseback program and lease fees are reviewed annually. Last review of the policy was completed in April 2015 and leaseback fees updated in July 2016.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - DOMESTIC WASTE MANAGEMENT (DWM)**

<u>Key Performance Indicator</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
DWM service charge includes a disposal cost as a costed entity.	Establish Fund and review annually.	4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips.	Achieved – DWM makes a disposal cost contribution to landfill generally in accordance with volume of waste disposed.
Average number of garbage bin service collections missed per month and number of complaints received.	Less than 2% of weekly pickups.	4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips.	Being achieved – new collection truck has reduced breakdowns and adverse impact upon recycle and waste.
Complete the DWM reasonable cost calculation.	Audited annually.	4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips.	Achieved – calculation and methodology was included in the 2016/2017 Operational Plan and external audit completed.
Prepare and review DWM long-term plant replacement schedule.	Reviewed annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – plant replacement schedule reviewed. Replacement schedule consisting of two side loading compactor trucks being replaced on a 5 yearly staggered rotation. New truck purchased and delivered.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - WATER SUPPLY SERVICES**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Carry out weekly water quality standard testing.	Complying water quality test samples.	4.6 - Improve water supply and sewerage facilities to towns.	Achieved – daily water quality testing undertaken for the Crookwell, Taralga, Gunning and Dalton systems. New water treatment plants completed for Gunning/Dalton and Taralga, both are operating in accordance with specification. Construction of new Water Treatment Plant in Crookwell expected completion September 2017.
Implement user pay best practice pricing water charges in accordance with State Government Guidelines.	50% water supply income from user pay charges.	4.6 - Improve water supply and sewerage facilities to towns.	Achieved – residential water usage charges implemented. In 2015/2016 - 54% of total water revenue is from water usage consumption charges and 55% from user pay achieved in 2016/2017.
Implement Strategic Business Plan, Water Conservation, and Demand Management Plans for the town water supplies.	Implement action plan.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved - Water Conservation, Demand Management and Drought Management Plans completed. Strategic Business Plan completed. Drinking Water Quality Management Plan completed. Achieved 90% of the NSW Best Practice Management Framework in 2015/2016.
Maintain Section 64 Development Contributions Plan Register.	Audited annually.	4.6 - Improve water supply and sewerage facilities to towns.	Achieved – Section 64 Contributions Register maintained and externally audited annually.
Construction of the Crookwell water supply treatment plant project per Restart NSW - Water Security for Regions Program.	Project initiation in 2016. Completion of project in 2017.	4.6 - Improve water supply and sewerage facilities to towns.	Being Achieved - \$6M secured from Restart NSW towards the \$7M project (\$1M balance from Council). Construction is well advanced, new water supply system to be commissioned by October 2017.
Surplus Water Fund operating result.	Within 10% of budget.	4.6 - Improve water supply and sewerage facilities to towns.	Achieved – water supply fund in 2016/2017 had an operating surplus to set aside funds for infrastructure replacement requirements and assist in funding Crookwell water supply project. Council has achieved an operating surplus in the Water Supply Fund in ten of the past 11 years.

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - SEWERAGE SERVICES**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Number of sewer chokes per month per five kilometres of mains.	Less than 3.	4.6 - Improve water supply and sewerage facilities to towns.	Being achieved – problem sewer main areas in Crookwell and Gunning have been relined as part of the CEEP program.
Implement Strategic Business Plan, including Integrated Water Cycle Management Strategy for town sewerage systems.	Implement action plan.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved - Integrated Water Cycle Management Plan completed. The Strategic Business Plan has been completed. Achieved 89% of the NSW Best Practice Management Framework in 2015/2016.
Surplus Sewerage Fund operating result.	Within 10% of budget.	4.6 - Improve water supply and sewerage facilities to towns.	Achieved – operating result surplus in 2016/2017 provides for future infrastructure replacement needs. Operating surplus achieved in Sewerage Fund in past four years.
Maintain Section 64 Development Contributions Plan Register.	Audited annually.	4.6 - Improve water supply and sewerage facilities to towns.	Achieved – Section 64 Contributions Register updated and reconciled each month and externally audited annually.
Sewerage Treatment Plants comply with EPA conditions.	Satisfactory report from NSW Office of Water.	4.6 - Improve water supply and sewerage facilities to towns.	Achieved – EPA Annual Return completed on time. NSW Office of Water regional inspector provided satisfactory report for Crookwell, Gunning and Taralga Sewerage Treatment Plants.

**CSP STRATEGIC OBJECTIVE - GOVERNANCE:
PRINCIPAL ACTIVITY – GOVERNANCE AND CIVIC LEADERSHIP**

Key Performance Indicator	Performance Measure	Delivery Program Actions	Performance Status
Implement organisation structure in accordance with Local Government Act requirements.	Reviewed regularly, after local government elections.	5.4 - Ensure the retention and attraction of quality staff.	Achieved – reviewed and adopted at Council Meeting on 20 October 2016.
Council Policy Development and review.	Continual policy review and upgrade each year.	5.3 - Promote community engagement and involvement in decision making processes.	Achieved – KPI achieved with policy development and policy reviews undertaken in timely manner.
Council Meeting Business Paper creation and distribution.	Released one week prior to meeting date.	5.3 - Promote community engagement and involvement in decision making processes.	Achieved – Provision of iPads to Councillors and agenda distribution within required timeframes.
Complaint handling and service delivery.	Complete service requests within 15 days.	5.2 - Lobby other levels of Government for increased share of funding and changes to taxation distribution.	Achieved – accomplishing a target of 15 days. The CRM service request report for Works and Operations Department is reported to Council each quarter.
Complete Council Annual Report.	Completed and sent to OLG by 30 November every year.	5.6 - Council governance structures support best practice and social justice principles and ensure Council is efficiently managed.	Achieved – Annual Report URL link forwarded to Office of Local Government on 18 November 2016.
Implement the Office of Local Government (OLG) “Fit for the Future” Council Improvement Proposal and 4 years Action Plan.	4 year Action Plan incorporated into Delivery Program.	5.1 - Participate in resource sharing initiatives.	Achieved – actions reported to Council as part of Delivery Program six monthly review reports in December 2016 and July 2017.
Compliance with Office of Local Government (OLG) Circulars and compliance with legislative and statutory amendments.	Circulars to be reviewed monthly.	5.6 - Council governance structures support best practice and social justice principles and ensure Council is efficiently managed.	Achieved – circulars reviewed, complied with and placed before Council as requested by the OLG.
Upper Lachlan Shire Council to remain sustainable in the long term.	Meet all seven Fit for the Future benchmarks.	5.3 - Promote community engagement and involvement in decision making processes.	Being achieved – all seven Fit for the Future benchmarks met by Council in 2015/2016. In 2016/2017 six Fit for the Future benchmarks met by Council.

3. STATE OF THE ENVIRONMENT REPORT 2016/2017

1. Introduction

Under section 428A (1) of the Local Government Act 1993 (the LG Act), in the year of an ordinary election of councillors, Council’s annual report must include a report as to the state of the environment in the Shire in relation to such environmental issues as may be relevant to the environmental objectives established by Council’s community strategic plan. As required by section 428A (2) of the LG Act, this state of the environment report has been prepared in accordance with the integrated planning and reporting guidelines established by the Director-General of the Office of Local Government under section 406.

2. Shire profile

2.1 Location

Upper Lachlan Shire is located in the Southern Tablelands of New South Wales. The centre of population is Crookwell, located one hour and fifteen minutes from Canberra, two and a half hours from Sydney, one and a half hours from Bathurst and thirty minutes from Goulburn. The area is known for its fine wool and potato

production, history and picturesque countryside.

Upper Lachlan Shire Council’s tourism slogan is “The Shire of Villages”. There are three towns and ten villages within the shire boundaries. These include Crookwell, Gunning, Taralga, Laggan, Dalton, Bigga, Binda, Tuena, Collector, Grabben Gullen, Big Hill, Jerrawa and Breadalbane.

Despite its proximity to major centres, Upper Lachlan Shire has a strong rural character. Agricultural endeavour is historically and currently a feature of the Shire’s economic and social fabric.

2.2 Area and Population

Upper Lachlan Shire has an area of 7,242 square kilometres. According to the Australian Bureau of Statistics (ABS) Census data of 2016, the Shire’s population is at that time was 7,702 (3,917 male and 3,785 female), with a median age of 48 years. Figure 1 illustrates the proportions of age groups in the Shire.

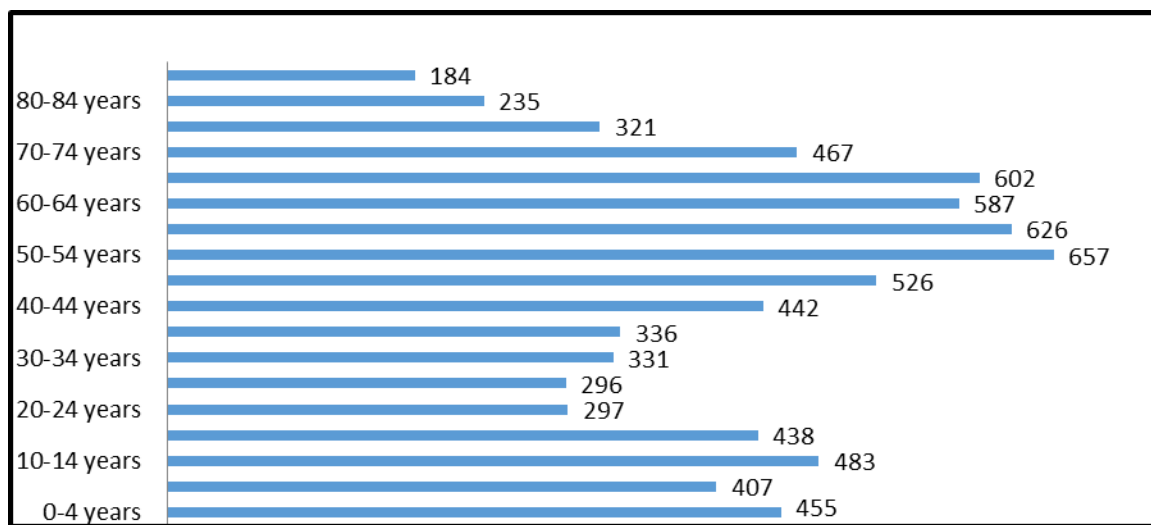


Figure 1: Upper Lachlan Shire population’s age distribution, ABS Census 2016.

3. Community Strategic Plan Environmental Objectives:

Council’s Community Strategic Plan specifies two environmental objectives:

- To protect and enhance the environment, and
- Implement environmental and planning regulations and controls to maximise health and safety.

4. Environmental indicators

As required by section 428 (3) of the LG Act, this state of the environment report establishes relevant environmental indicators for the environmental objectives specified by Council’s Community Strategic Plan, reports on and updates trends in each such environmental indicator, and identifies any events and activities that have had a major impact on environmental objectives. The state of the environment report establishes seven environmental indicators:

- Land use
- Air
- Water
- Biodiversity

- Waste
- Noise
- Heritage.

4.1 Land use

The Shire predominantly consists of rural land, punctuated by scattered small towns and villages. Whilst agriculture is historically and currently the main land use in the Shire, Council has no detailed data on the proportion of rural land actively used for commercial agricultural production.

Council’s development application records indicate that the Shire has attracted considerable residential development in recent years. As illustrated by Figure 2, from 1 July 2012 to 30 June 2017, most applications for consent to use land proposed residential and ancillary development (e.g. dwelling houses, carports, pergolas and the like) in both rural and urban/village localities.

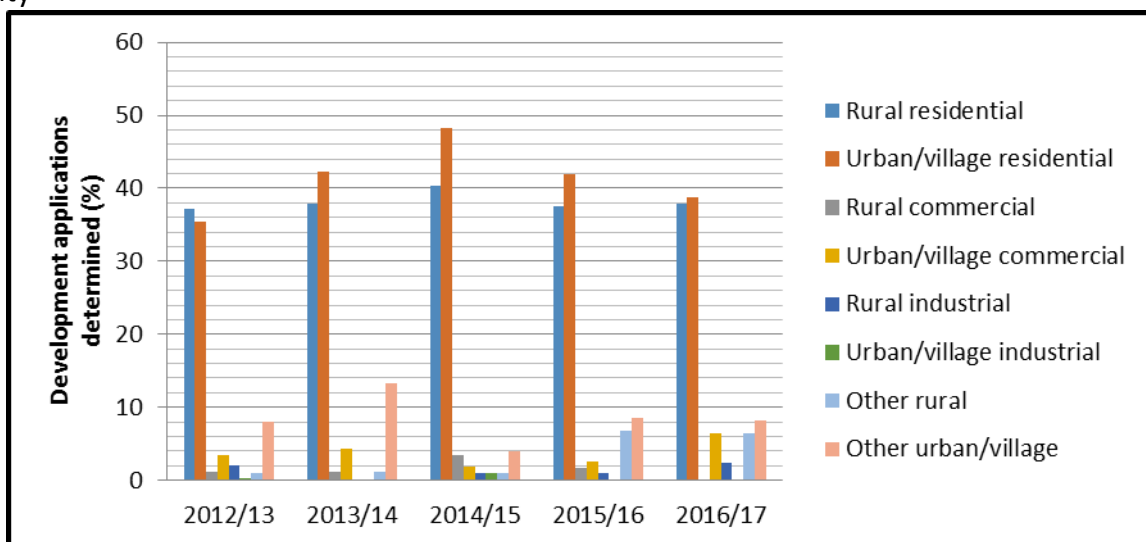


Figure 2: Percentages of land uses proposed by development applications determined from 1 July 2009 to 30 June 2017 (Note: Development applications proposing subdivision of land are not shown).

The proportion of determined commercial and industrial development applications has been consistently small, although 2016/17 saw the highest proportion of urban/village commercial development applications made since 1 July 2012.

Council's main statutory means of regulating development is Upper Lachlan Local Environmental Plan 2010 (the LEP), underpinned by Upper Lachlan Development Control Plan 2010 (the DCP). The LEP's particular aims are:

- (a) To provide planning controls for Upper Lachlan and to update and consolidate into one instrument the various planning controls that [previously applied] to Upper Lachlan,
- (b) To encourage the sustainable management, development and conservation of natural resources,
- (c) to promote the use of rural resources for agriculture and primary production including fishing, forestry, mining and related processing, service and value adding industries,
- (d) To protect and conserve the environmental and cultural heritage of Upper Lachlan,
- (e) To encourage new residents to Upper Lachlan by providing a range of housing opportunities in the main towns and villages,
- (f) to allow development only if it occurs in a manner that minimises risks due to environmental hazards, and minimises risks to important elements of the physical environment, including water quality,
- (g) To promote and coordinate the orderly and economic use and development of land in Upper Lachlan,
- (h) To protect and enhance watercourses, riparian habitats, wetlands and water quality within Upper Lachlan's drinking water catchments so as to enable the

achievement of the water quality objectives.

The LEP is available online at www.legislation.nsw.gov.au → Browse → Browse In Force → EPIs → U → Upper Lachlan Local Environmental Plan 2010.

The DCP can be downloaded at www.upperlachlan.nsw.gov.au → Planning → Strategies, Plans & Policies → Upper Lachlan Development Control Plan 2010.

4.2 Air

Air emissions within the Shire include particulates (e.g. dust) and airborne chemicals arising from agricultural activities, domestic and commercial solvents and aerosols, and smoke from domestic solid fuel heaters. There are no facilities in the Shire that reported air emissions data to the National Pollutant Inventory (NPI) during the reporting period.

Overall air quality in the Shire is not considered to have changed significantly in the reporting period from 1 July 2012. Urban/village localities may see seasonal air quality impacts due largely to concentration of vehicle emissions and particularly solid fuel heater usage. The Shire's cold winter climate necessitates effective domestic heating, and wood combustion heating is popular in the Shire, perhaps due to increasing costs and limited choice of alternative domestic heating methods.

4.3 Water

Microbial and chemical quality of water supplies in the Shire continue to consistently meet the requirements of the Australian Drinking Water Guidelines.

4.3.1 Crookwell

Crookwell's drinking water is sourced from the Kentgrove (Back Creek) Dam. The supply is fully treated and disinfected with chlorine.

Samples were regularly taken and assessed for E. coli since 1 July 2012. None returned a positive sample for organisms. Chemical samples were also taken during the reporting period and assessed for 31 different inorganic compounds. All samples returned results within Drinking Water Guidelines. Council has commenced work on a new water filtration plant in Crookwell that will have both UV light and chlorine disinfection systems. The new plant is expected to be operational during September 2017.

4.3.2 Dalton

Dalton's drinking water is sourced from the new Gunning water filtration plant and pumped to Dalton via an 11km pipeline. Samples have been taken from both systems with all test results complying with the Drinking Water Guidelines.

4.3.3 Taralga

Taralga's drinking water is sourced from Woolshed Creek. The supply is currently processed using a new water filtration plant that was constructed in 2013. The treatment process includes membrane filtration and chlorine disinfection.

Samples were regularly taken and assessed for E. coli over the reporting period from 1 July 2012. None returned a positive reading for organisms. Chemical samples were also taken during the reporting period and assessed for 31 different inorganic compounds. All samples returned results within Drinking Water Guidelines.

4.3.4 Gunning

Gunning's drinking water is sourced from the Lachlan River. The supply is processed using the new DAFF plant that uses both UV light and chlorine to disinfect the water. The plant became operational in 2014.

Samples were regularly taken and assessed for E. coli over the reporting period from 1 July 2009. None returned a positive sample for organisms. Chemical samples were also taken during the reporting period and assessed for 31 different inorganic compounds. Aluminium, iron and colour had been found in excess of aesthetic guidelines values. However, none of these compounds threaten public health.

4.4 Biodiversity

The Shire has a moderately rich biodiversity. It includes 53 different vegetation types, 36 of which are of conservation significance, with at least 788 native and introduced plant species. Fauna species in the Shire include 163 bird species, 21 fish species, 61 mammal, 53 reptile and 16 amphibian species.

The Shire contains occurrences of four endangered ecological communities, and populations of six plant and thirty three animal species that are vulnerable or endangered nationally or in NSW.

It is impracticable to accurately assess changes to the extent and condition of native vegetation across the Shire. However, Council's Biodiversity Planning Framework (BPF), developed in the formulation of Upper Lachlan Local Environmental Plan 2010 (the LEP), facilitates improved management and protection of biodiversity and therefore ecological communities. The BPF was prepared to provide guidance for protecting and enhancing the Shire's biodiversity values while accommodating sustainable development, and thus facilitates management by Council officers of biodiversity values, including in the development assessment process.

The BPF ranks biodiversity values using standardised criteria and based on best available environmental data and advice. It identifies the best natural resource information available, including the

distribution of remnant native vegetation, important wetlands and rivers, wildlife corridors, habitat for threatened plants and animals and endangered vegetation communities. It also outlines further data and research needed to improve the information base and enhance management.

Biodiversity values are considered within the context of the Shire's traditional and emerging rural land-use setting. Processes that threaten values are identified and addressed through recommendation of strategic measures for protection, recovery and enhancement of biodiversity values. A set of Council management actions has been prioritised, including staff training, education and community partnership actions.

To meet its aims, the BPF seeks to achieve gains in the extent/quality of native vegetation, increased security for regionally significant vegetation communities and fauna habitats (through a reserve system, planning, and community supported programs), recognition, support and enhancement of a comprehensive network of biodiversity corridors, and protection of riparian vegetation and waterways.

The LEP includes provisions that apply to proposals for development on land identified as "sensitive land" on the "Natural Resources Sensitivity—Biodiversity Map". The overarching aim of those provisions is to maintain terrestrial and aquatic biodiversity including:

- (a) Protecting native fauna and flora, and
- (b) Protecting the ecological processes necessary for their continued existence, and
- (c) Encouraging the recovery of native fauna and flora, and their habitats.

4.5 Waste

From 1 July 2015 to 30 June 2017, Council dealt with 4,497 tonnes of waste, 1,237 tonnes of which was recyclable, including kerbside comingled recyclables, scrap metal, mattresses, engine and hydraulic oils, batteries and chemical containers (Drummuster initiative). No detailed data of the total amounts of various waste types disposed to landfill are available.

Noise

The relatively few noise complaints received by Council in the reporting period since 1 July 2012 related to matters including:

- Barking dogs
- Roosters
- Pet birds
- Motor vehicles (e.g. recreational motorcycles)
- Construction noise
- Agricultural plant such as bird scare guns
- Wind farms.

Council holds no records of noise complaints made to NSW Police. Council officers generally respond to and address noise complaints on a case by case basis having regard to relevant legislation, which may include the Companion Animals Act 1998 and the Protection of the Environment Operations Act 1997.

4.6 Heritage

Council adopted the *Community Heritage Study 2007 – 2008*, coordinated by heritage consultant Dr Jennifer Lambert Tracey, on 18 February 2010. In the carrying out of the Study, Council and members of the Upper Lachlan community recognised the heritage significance of many items and places throughout the Shire. The Study aimed to comprehensively identify those items and places of heritage significance, with the purpose of enhancing their historical perspective and thereby enabling a more

vibrant integration of local history and heritage within a cultural landscape context.

The Study's focus was community based, requiring extensive community consultation, discussion and contribution. This included former residents who retained an ongoing attachment to the Shire's history and heritage.

The Study facilitated inclusion of heritage provisions and the listing of identified local and State significant heritage items in Upper Lachlan Local Environmental Plan 2010 (the LEP), providing a statutory tool to:

- (a) Conserve the environmental heritage of the Shire,
- (b) Conserve the heritage significance of heritage items and heritage conservation areas, including associated fabric, settings and views,
- (c) Conserve archaeological sites, and
- (d) Conserve Aboriginal objects and Aboriginal places of heritage significance.

In addition, Council's Local Heritage Fund Grant Program provides support to property owners to undertake work to conserve local heritage items. It is part funded by the Heritage Branch of the NSW Office of Environment and Heritage. Beneficiaries of grant funding are required to complete their funded projects within a given timeframe. The Program generally attracts positive interest from property owners seeking to maintain and improve items and places of heritage significance.

5. Evaluation and Planning for the Future

Upper Lachlan Local Environmental Plan 2010 (the LEP) and Upper Lachlan Development Control Plan 2010 (the DCP) provide Council with a robust platform to facilitate Council's

Vision for the Shire's future: "To be a diverse local government area that provides various lifestyle, business enterprise, leisure and recreation alternatives, whilst ensuring environmental sustainability, preservation of our history and a sense of belonging in our community".

To achieve its Vision, Council aspirations are:

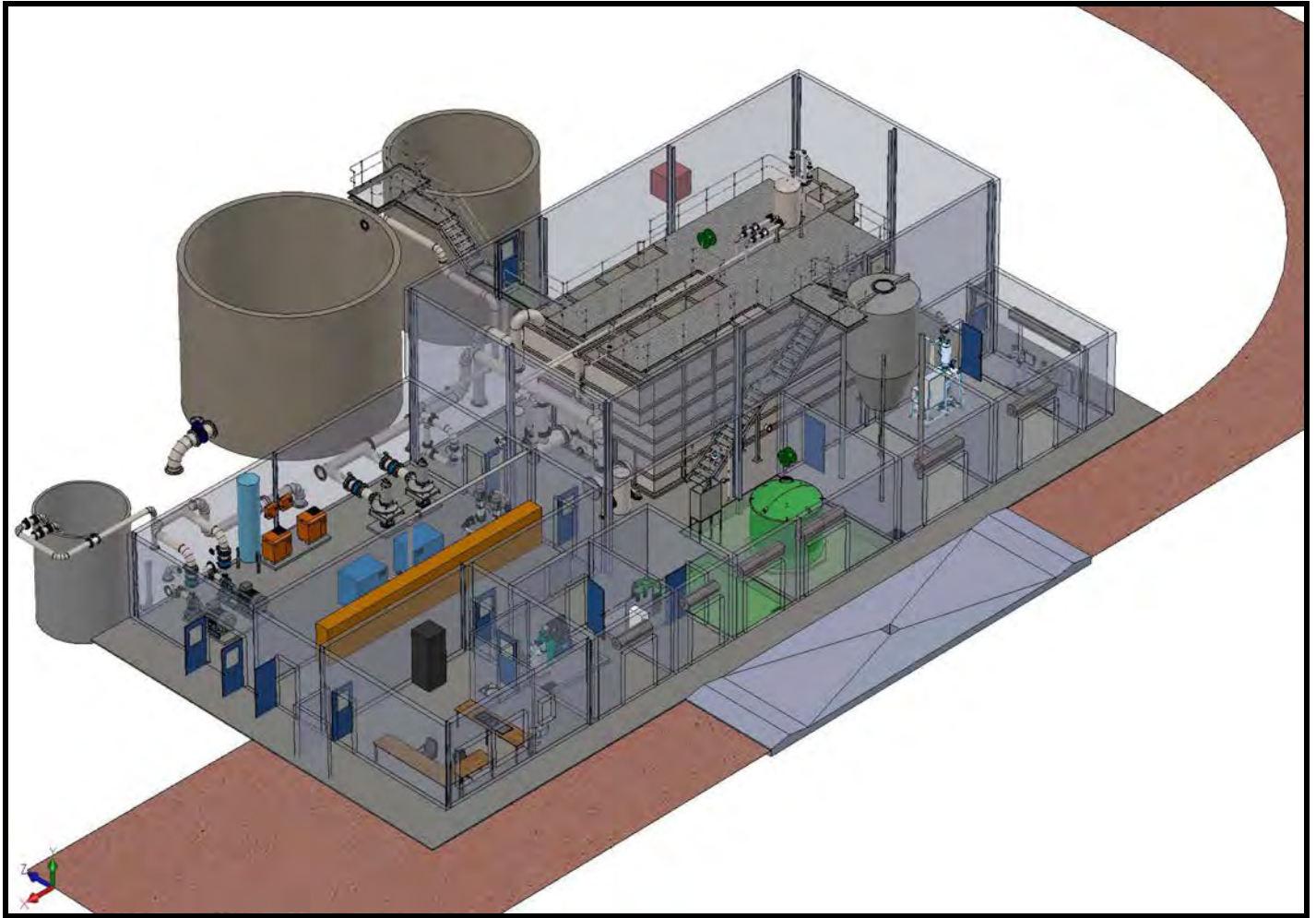
- A built environment enhancing the lifestyle of a diverse community;
- Community liaison to preserve and enhance community facilities;
- A healthy natural environment;
- A prosperous economy with the balanced use of our land;
- People attaining health and wellbeing;
- Resilient and adaptable communities;
- Responsible and efficient use of resources; and
- Transparent and accountable governance.

6. Limitations

Opinions and recommendations contained in this report are based upon data provided by employees and/or representatives of Upper Lachlan Shire Council, and information gained from contacts with relevant government authorities and other organisations.

This report addresses the current State of the Environment in Upper Lachlan Shire Council as at 30 June 2017, based on relevant in-house information available at that time.

This State of the Environment Report has been prepared for the purpose described solely in the Local Government Act 1993 and no responsibility is accepted for use of any part of this report in any other context or for any other purpose.



The design for a new Crookwell Water Treatment Plant will be operational by October 2017

4. CONDITION OF PUBLIC WORKS

Section 428 (2) (d)

Asset Condition Ranking System

- 1 – Excellent Condition – No work required (normal maintenance)
- 2 – Good Condition – Only Minor maintenance work required
- 3 – Average Condition – Maintenance work required
- 4 – Poor Condition – Renewal required
- 5 – Very Poor Condition – Urgent Renewal / upgrading required

Condition of Buildings / Other Structures

Asset Category	Asset Condition as at 30 June 2017	Estimated Cost to bring to Satisfactory Standard (current \$ value)	Required Annual Maintenance Expense (current \$ value)	Actual Maintenance Expense for 2016/2017
Specialised Buildings	Rank 2	\$189,000	\$312,000	\$85,000
Non-Specialised Buildings	Rank 2	\$0	\$45,000	\$11,000
Other Structures	Rank 3	\$0	\$158,000	\$182,000

Condition of Water Supply Network

Asset Category	Asset Condition as at 30 June 2017	Estimated Cost to bring to Satisfactory Standard (current \$ value)	Required Annual Maintenance Expense (current \$ value)	Actual Maintenance Expense for 2016/2017
Water Supply network	Rank 1	\$0	\$445,000	\$383,000

Condition of Sewerage Network

Asset Category	Asset Condition as at 30 June 2017	Estimated Cost to bring to Satisfactory Standard (current \$ value)	Required Annual Maintenance Expense (current \$ value)	Actual Maintenance Expense for 2016/2017
Sewerage network	Rank 1	\$0	\$271,000	\$273,000

Condition of Stormwater Network

Asset Category	Asset Condition as at 30 June 2017	Estimated Cost to bring to Satisfactory Standard (current \$ value)	Required Annual Maintenance Expense (current \$ value)	Actual Maintenance Expense for 2016/2017
Stormwater Drainage Network	Rank 2	\$0	\$16,000	\$0

Condition of Public Roads

Asset Category	Asset Condition as at 30 June 2017	Estimated Cost to bring to Satisfactory Standard (current \$ value)	Required Annual Maintenance Expense (current \$ value)	Actual Maintenance Expense for 2016/2017
Sealed Roads	Rank 2	\$1,432,000	\$1,848,000	\$1,622,000
Unsealed Roads	Rank 3	\$502,000	\$1,410,000	\$2,959,000
Bridges	Rank 3	\$584,000	\$149,000	\$28,000
Footpaths	Rank 2	\$0	\$16,000	\$1,000
Kerb and Gutter	Rank 2	\$0	\$31,000	\$22,000



Crookwell Sewerage Plant aerator gearboxes refurbished in April 2017

CONDITION OF PUBLIC ROADS**Section 428 (2) (d) continued....****a) Urban Roads and Streets**

Council endeavours to provide a regular maintenance program throughout the year for all of the urban roads and streets in the towns and villages within the Shire. The **98** kilometres of urban roads are mostly in “Good Condition” with some of the bitumen pavement wearing surfaces nearing the end of their useful lives and these streets are prioritised for resealing or rehabilitation in programs within the next five years. The total Council funded expenditure on urban local roads and streets totalled **\$523,679**.

Council completed the Crookwell Main Street improvements in conjunction with Roads and Maritime Services (RMS) MR54 State Road main street road pavement upgrade project. Council contributed **\$89,935** in 2016/2017.

b) Local Roads - Sealed

A program of regular ongoing maintenance is carried out throughout the year, which incorporates a program of resealing, sealed rural local roads. The **490** kilometres of sealed local roads are in “Good to Average Condition” but around twenty percent of these roads are deteriorating in condition and will need rehabilitation over the next five years. Major flooding events has seen a rapid increase in road surface failures and sealed roads network deterioration, Council has increased funding for this remediation work and will continue to do so in the coming four year period.

The 2016/2017 Council funded maintenance operating expenditure on sealed local roads amounted to **\$682,133**. The capital expenditure for bitumen resealing for sealed local roads totalled **\$343,448**.

c) Local Roads - Unsealed

A program of continuous gravel resheeting upgrades is incorporated in Council's annual capital works program and regular gravel maintenance works are carried out throughout the year. The **1,139** kilometres of unsealed local roads varies in condition from road to road. There are an estimated twenty percent of unsealed local roads which require further improvement to bring to a satisfactory condition.

The 2016/2017 Council own source funded roads maintenance, asset renewals, bitumen reseals and grading expenditure on local roads totalled **\$2,033,485**. In addition to this **\$1,780,806** was expended on local roads from the Financial Assistance Grants roads component allocation.

The Federal Government, Roads to Recovery funding was utilised to gravel resheet unsealed local roads total expenditure of **\$898,749** and also pavement rehabilitation projects on local roads totalling **\$585,067**.

d) Bridges on Local Roads

Council is responsible for the maintenance of concrete and timber bridge assets on local roads. Council funded routine maintenance operating expenditure for bridges on local roads, within the Shire, at a total cost of **\$26,850**.

e) Regional Roads – Sealed and Unsealed

Council has **211** kilometres of sealed Regional Roads and **40** kilometres of unsealed Regional Roads that are subject to a regular maintenance and resealing program. Regional Roads include MR241 (Rye Park Rd), MR248E (Laggan and Taralga Rd), MR248W (Boorowa Rd), MR52 (Grabben Gullen and Gundaroo Rd), MR256

(Goulburn - Oberon Rd), MR258 (Wombeyan Caves Rd). Council utilises Roads and Maritime Services (RMS) block grant and regional road repair program funding as well as our own source funds to maintain and upgrade regional roads.

In 2016/2017 total asset renewal and maintenance expenditure on all Regional Roads in the Shire, for both sealed and unsealed sections, totalled **\$2,559,132**.

The above total expenditure highlights were major Regional Road projects which included the following:-

- Reconstruction road works on Regional Road MR52 (Grabben Gullen to Gundaroo Road). Expenditure from the RMS Repair Program and Council funds, totalled **\$663,022**.

f) Bridges on Regional Roads

Council is responsible for the maintenance and improvements on concrete and timber bridge assets on Regional Roads. The majority of bridges were considered to be of a satisfactory condition.

There are a total of **33** concrete bridges / culverts on Regional Roads. Also, there remains **2** timber bridges, these are the Kiamma Creek Bridge on MR248E and Abercrombie River Bridge on MR256 and Council has grant funding from the NSW Government and Federal Government to complete these projects.

The Abercrombie Bridge has had \$1.525 million funds allocated from the NSW Government Fixing Country Roads Program and the Federal Government Bridges to Renewal Program and Council funding to complete works in 2017/2018. Total expenditure on this project was **\$365,486** in 2016/2017.

The Kiamma Creek Bridge has \$1.062 million funds allocated from the NSW Government Fixing

Country Roads Program, Federal Government Bridges Renewal Program and Council funding to complete the timber bridge replacement by 2018.



Kiamma Creek Bridge

DRAINAGE

Urban and rural drainage works are considered to be in a reasonable condition. Drainage maintenance is carried out on an ongoing basis as the need arises.

INFRASTRUCTURE ASSETS

The written down value, at fair valuation, for Council's physical infrastructure assets as at 30 June 2017, are as follows:-

	\$ '000
◆ Roads – Sealed:	\$ 48,882
◆ Roads – Unsealed:	\$ 21,190
◆ Roads – Non Depreciable	
Bulk Earthworks:	\$212,276
◆ Bridges:	\$ 25,177
◆ Footpaths:	\$ 1,492
◆ Kerb and Gutter:	\$ 2,730
◆ Buildings:	\$ 21,848
◆ Other Structures:	\$ 2,778
◆ Stormwater Drainage:	\$ 1,445
◆ Water Supply Network:	\$ 22,976
◆ Sewerage Network:	<u>\$ 14,287</u>
TOTAL:	<u>\$375,081</u>

The water supply and sewerage network assets were re-valued at "fair value" as at 30 June 2017. The buildings and other structures asset classes were valued at "fair value" as at 30 June 2014. The infrastructure asset classes of roads, bridges, footpaths and stormwater listed above were valued at "fair value" as at 30 June 2015.

Council works supervisors inspect all local and regional roads on a regular basis in accordance with road classification in the Council adopted road hierarchy. Councillors and senior staff conduct an annual inspection of roads and facilities to ensure that the correct priorities are established for the maintenance of Council's asset base.

CONDITION OF WATER SUPPLIES**Crookwell Water Supply**

The Crookwell water supply system was first commissioned in 1937. The water treatment plant has progressively been augmented, the last major upgrade being in 1990.

Council has been successful in securing \$6M in funding to assist with the construction of a new Water Treatment Plant in Crookwell. The new plant will utilise the Dissolved Air Filtration and Flotation process, providing Crookwell with superior water quality, both efficiently and reliably. The new water treatment plant will provide capacity for significant growth in Crookwell. The new plant is expected to be operational by late 2017.

The majority of water mains in Crookwell are asbestos cement and are currently being replaced with PVC pipe as part of a 10-year replacement program. This program has been running for a number of years now. Studies have been completed to determine Crookwell Dam's flood and earthquake handling capacity. The Dam remains a robust and quality asset.



Crookwell Dam

Dalton Water Supply

The Dalton Water Supply underwent a major upgrade during 2013-2014. Council undertook the construction of a 10.8km pipeline linking Dalton to the new Gunning water supply system. As a result Dalton now enjoys superior water quality and reliability in supply.

Gunning Water Supply

The Gunning Water Supply underwent a \$10.8M major upgrade during 2013-2014. The project is now complete and has been operating well. The upgraded system is considered comprehensive and first class, providing secure and quality drinking water for the Gunning community well into the future. The project included the construction of a water supply reservoir and water supply treatment plant in Gunning.



Gunning Water Filtration Plant was completed in 2014

Taralga Water Supply

The water supply of Taralga underwent a major upgrade during 2013-2014. The new equipment is working well. The new water supply treatment plant provides Taralga with a high quality drinking water supply, consistently meeting the requirements of the Australian Drinking Water Guidelines 2011.

Village Bores

Groundwater production bores and public access standpipes continue to be maintained in Crookwell, Bigga, Binda, Tuena, Jerrawa, Gunning, Breadalbane and Narrawa. These bores support the local communities with water during dry periods.

CONDITION OF SEWERAGE NETWORK

Gunning Sewerage

The Gunning sewerage treatment plant consists of an intermittently decanted extended aeration (IDEA) pasveer channel. The system is operating well and currently complies with EPA licence requirements. The sewerage system of Gunning is considered satisfactory to meet the immediate needs of the Gunning community, with a current capacity to service 1000 people. Construction of an extension of sewer in Grosvenor Street was completed in June 2017.

Crookwell Sewerage

Crookwell's sewerage transportation system was originally commissioned in 1961. Upgrading and augmentation of the sewerage treatment plant occurred in 1993 with the addition of an intermittently decanted extended aeration (IDEA) tank. This augmentation work increased the capacity of the STP to an equivalent population of 4,200. The augmentation provided ability for increased nutrient removal and compliance with EPA licence conditions. At the same time the trunk sewer main and major pump well were also upgraded to provide for peak flow conditions. Infiltration of stormwater is a shortcoming of the system; however, the sewerage treatment plant is functioning satisfactorily and generally complies with EPA licence conditions. Several kilometres of the worst of the leaking mains were lined with a special PVC material during the reporting period.

Council continues to invest in a sewer main relining program.

Taralga Sewerage

A sewerage reticulation service, together with a new Intermittently Decanted Extended Aeration (IDEA) sewerage treatment plant was commissioned in Taralga in 2010. All septic tanks have now been decommissioned with the entire village now connected to a first class sewerage system.



Aerial view of Taralga Sewerage Treatment Plant

5. LEGAL PROCEEDINGS DETAILS

Section 428 (2) (e)

In 2016/2017 Council incurred legal expenses in the sum of \$28,280. These expenses were incurred in the following areas:-

- ❖ Rates Recovery: \$ 4,231
- ❖ Planning and Development: \$ 11,775
- ❖ Administration, Engineering and Rural Fire Services: \$ 12,274

Court proceedings were required for certain accounts, which remained outstanding after statutory payment deadlines were exceeded. Rates recovery legal costs were incurred in the recovery of unpaid debts to Council and are charged to the outstanding account holder and Council does not incur any further costs.

Council has utilised the services of two legal firms:
 - Pikes and Verekers Lawyers and Robert J McCarthy and Co Solicitors.

Pikes and Verekers Lawyers is engaged by Council to provide legal opinion relating to various aspects of Council’s operations, including rates issues, interpretations of legislation, workers compensation advice, planning and development matters.

Robert J McCarthy and Co Solicitors is engaged to act for Council in preparation of contracts, leases, for conveyance purposes and land acquisitions.

On 17 May 2012, Upper Lachlan Shire Council as part of the former South East Regional Organisation of Councils (SEROC) (now known as Canberra Region Joint Organisation (CBRJO)) panel tender for legal services resolved to adopt 10 legal firms as the Upper Lachlan legal services panel. This panel is to be utilised by Council at its discretion for the provision of legal services. The legal services panel expired in May 2017 and CBRJO has commenced a regional tender for legal services.

6. ELECTED MEMBERS – MAYORAL AND COUNCILLOR’S EXPENSES AND FACILITIES

Section 428 (2) (f) (r) of the Local Government Act 1993 and Clause 217 (1) (a1) of Local Government (General) Regulation 2005

Upper Lachlan Shire Council provided an annual Mayoral Fee of \$24,630 and provision of a motor vehicle for undertaking official engagements and mayoral duties. There are nine elected members of Council (Councillors); each is paid an annual fee of \$11,290. Councillors were reimbursed for expenses incurred in carrying out their responsibilities during the financial year including training, travelling and sustenance expenses.

The total amount expended on Upper Lachlan Shire Council’s elected Councillors in 2016/2017 was \$185,176 and the expenditure included the following:-

❖ Mayoral Fees:	\$24,630
❖ Councillors Fees and Allowances:	\$101,610
❖ Councillors/Delegates Expenses:	\$58,936

(Please note the delegates’ expenses incorporates the below mentioned Councillor training, travelling, telephone and conference expenses).

- ❖ Provision of office equipment allocated to Councillors; the Mayor is allocated an iPhone and all associated costs with this device are paid by Council. There is an annual data plan total expense of \$480 for the Mayor. All Councillors are supplied with an iPad the annual data plan expense is \$4,435 for all 9 Councillors.
- ❖ Telephone calls made by Councillors; all nine Councillors have an annual telecommunications allowance of \$960 in accordance with Council’s Payment of Expenses and Provision of Facilities Policy.

Therefore, telecommunications expense totals \$8,640.

- ❖ Attendance at conferences and seminars by Councillors; the Mayor and Deputy Mayor attended the Local Government NSW (LGNSW) Conference. The conference registration expense totalled \$1,872.

The Mayor/Deputy Mayor attended Country Mayors Association Meetings, CBRJO and CENTROC Meetings at Parliament House in Sydney with costs totalling \$675.

- ❖ Training and skill development of Councillors included the following:-
 - LGNSW Hit the Ground Running attended by Clr Cummins, Clr Kensit and Clr Opie, zero cost.
 - LGNSW General Manager Performance Review Training attended by Clr McCormack, Clr Stafford and Clr O’Brien (included as part of LGNSW consultancy fee).
 - LGNSW Code of Conduct Training attended by all Councillors, total cost \$3,654.
 - LGNSW Mayors Weekend Seminar attended by Clr Cummins and Clr Kensit, cost of \$2,400.
 - LGNSW Financial Issues in Local Government Seminar attended by Clr Cummins, cost of \$600.

- ❖ No Councillors have undertaken interstate and / or overseas visits as representatives of Council.
- ❖ No expenses were paid by Upper Lachlan Shire Council in the provision of child care and / or care of an immediate family member of a Councillor.

COUNCIL’S POLICY ON THE PROVISION OF FACILITIES FOR USE BY COUNCILLORS AND PAYMENT OF COUNCILLORS’ EXPENSES

The Payment of Expenses and Provision of Facilities Policy must ensure that Councillors are reimbursed for expenses reasonably incurred in their performance of their role as a Councillor.

This Policy does not seek to remunerate Councillors for all expenses which may be incurred by individuals in performing the role of Councillor. Nor does it seek to remunerate Councillors for all of the time, expense and effort associated with the role of Councillor.

This policy complies with Section 252 of the Local Government Act, 1993 and relevant departmental guidelines, by stipulating the limit, level and nature of any reimbursements for expenditures incurred in the reasonable performance of the role of Councillor.

The policy also describes the facilities provided to Councillors while excluding annual fees paid to Councillors under Sections 248-251 of the Local Government Act, 1993, which are a matter for the Local Government Remuneration Tribunal.

OBJECTIVES:

The objectives of this policy are:

- To comply (as closely as possible) with the mandatory provisions of Sections 252, 253 and 254 of the Local Government Act, 1993 and with the guidelines implicit in DLG Circular, 09-36.
- To ensure Councillors are reimbursed for all expenses legitimately and reasonably incurred in performing the role of Councillor.
- To establish clear guidelines regarding the provision of facilities and equipment to

Councillors and the permitted use of such facilities and equipment.

- To provide for facilities and equipment to be made available to the Mayor and Councillors.
- To provide accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors.
- To ensure that no Councillor suffers financial hardship by meeting their civic responsibilities and obligations to a reasonable standard.

LEGISLATIVE PROVISIONS:

A number of legislative requirements and other policy provisions are applicable to a policy on the payment of expenses and provision of facilities to the Mayor and Councillors.

Provisions under the Local Government Act 1993

The provisions set out in Sections 252, 253 and 254 of the *Local Government Act 1993* apply to Council’s policy for the payment of expenses and provision of facilities to the Mayor and Councillors.

Pursuant to Section 252 of the *Local Government Act 1993* a policy of this nature must be adopted by Council within five (5) months after the end of each year. Upper Lachlan Shire Council will review this policy annually, within 3 months after the completion of the financial year.

Section 253 of the *Local Government Act 1993* sets out the requirements of a Council before a policy concerning the payment of expenses or provision of facilities can be adopted or amended. In complying with the requirements of Section 253, Upper Lachlan Shire Council will give public notice of its intention to adopt or review a policy of this nature and allow at least 28 days for public submissions. Before adopting or amending the

policy, the Council will consider any submissions and may make any appropriate changes.

Section 253(3) of the *Local Government Act 1993* provides Council with an exemption from the public notice requirements in circumstances where the policy has not changed substantially.

Within 28 days after adopting a policy or making an amendment to a policy, a Council is to forward to the Director-General:

- a) a copy of the policy or amendment together with details of all submissions received;
- b) a statement setting out, for each submission, the Council's response to the submission, and the reasons for the Council's response; and
- c) a copy of the notice given.

Council must comply with the requirements of Section 253 of the *Local Government Act 1993* even if the Council proposes to adopt the same policy as is in existence.

Upper Lachlan Shire Council will not close to the public any part of its meeting at which a policy for the payment of expenses or provision of facilities is adopted or amended or at which any proposal concerning those matters is discussed or considered. This commitment is made pursuant to Section 254 of the *Local Government Act 1993*.

Provisions under the Local Government (General Regulation) 2005

The requirements detailed in Clauses 217 and 403 of the *Local Government (General Regulation) 2005* apply to Council's policy for the payment of expenses and provision of facilities to the Mayor and Councillors.

Clause 217 requires Council to include specific information in Annual Reports pertaining to the details of:

- any overseas and interstate visits undertaken during the year by Councillors;
- any dedicated office equipment allocated to Councillors on a personal basis including but not limited to laptop computers, tablets, mobile telephones, landline telephones and facsimile machines installed in Councillors homes (including call costs of these facilities);
- the attendance of Councillors at conferences and seminars;
- the training of Councillors and the provision of skill development for Councillors;
- the expenses of any spouse, partner or other person who accompanied a Councillor in the performance of their civic function; and
- the expenses involved in the provision of care for a child of, or an immediate family member of, a Councillor, to allow the Councillor to undertake their civic functions.

Clause 403 of *Local Government (General Regulation) 2005* prohibits a Council from including in a policy of this nature a provision to:

- pay any Councillor an allowance in the nature of a general expense allowance; or
- make a motor vehicle owned or leased by the Council available for the exclusive or primary use or disposition of a particular Councillor other than a Mayor.

Other Policy Provisions

A policy pertaining to the payment of expenses and provision of facilities must be consistent with the Model Code of Conduct for Local Councils in NSW and must comply with the Office of Local Government's "*Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW*". These

documents have been taken into account in preparing this policy.

Relevant Circulars issued by the Office of Local Government, as well as the NSW Ombudsman publication *Good Conduct and Administrative Practice (Guidelines for State and Local Government)* June 2006 and the ICAC publication “No Excuse for Misuse - Preventing the Misuse of Council Resources” has also been considered in preparing the policy.

POLICY STATEMENT:

Introduction

- To accord with the provisions of Section 252 of the *Local Government Act, 1993* (LGA) Council is required to adopt a policy concerning the payment of expenses incurred by and the provision of facilities to the Mayor and Councillors to enable them to carry out their civic functions.
- The policy ensures accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors. The policy also ensures the facilities provided to assist Councillors carry out their civic duties are reasonable.
- The provisions within this policy for the payment of expenses and provision of facilities to the Mayor and Councillors are not provided for private benefit and must not be used to produce election material or for any other political purpose.
- No private benefit is to be obtained from any loyalty programs such as ‘frequent flyer’ or any other like schemes.
- It is acknowledged that incidental use of Council equipment and facilities may occur from time to time. If more substantial

private use has occurred, a payment must be made to cover the level of the private use. Councillors should not generally obtain a private benefit from the provision of equipment and facilities.

- This policy excludes annual fees paid to the Mayor, Deputy Mayor and Councillors in accordance with Sections 248-251 of the LGA, those fees are determined annually by the Local Government Remuneration Tribunal.

Reporting Requirements

- Council will report annually, in their Annual Report, on the total amount of money expended during the financial year on Mayoral and Councillor Fees.
- Council will report annually, in their Annual Report, on the payment of the Councillors expenses during the financial year.
- Council will provide a statement annually, in their Annual Report, on the total amount of money expended during the financial year on the provision of facilities to the Mayor and Councillors.
- The detail provided in Council’s Annual Report pertaining to the payment of expenses and provision of facilities to the Mayor and Councillors will be such to comply with the provisions of Section 428 of the LGA and Clause 217 of the *Local Government (General Regulation) 2005* (LGR).

Approval Arrangements for Claiming Expenses and Use or Provision of Facilities

- Requests for meeting Councillor expenses incurred or to be incurred, or requests to

use or be provided with facilities, where possible, should be approved by Council.

- Where approval by Council is not possible, approval from both the Mayor and General Manager will be required.
- In circumstances where approval is being sought by the Mayor outside of Council meetings, approval from both the Deputy Mayor and General Manager will be required.

General Provisions

- With the exception of a private vehicle per kilometre allowance, reimbursement to Councillors will only be made on the basis of actual expenses incurred in performing the duties of Councillor, a delegate or representing Council. Such expenses do not include those incurred as a result of anything other than civic duties.
- There is no provision for payment of a general allowance to Councillors or Mayor.
- All claims for reimbursement must be made on the prescribed form and must be accompanied by appropriate documentary evidence. Councillors are required to submit their application for reimbursement of expenses within 30 days of the date of the expense. Applications not submitted within 30 days of the expense being incurred will not be subsequently paid without the General Managers authority.
- Councillors may request payment in advance in anticipation of expenses to be incurred in attending conferences, seminars and training away from home. These must be fully reconciled, within one month of having incurred the expense, against actual expenses incurred. The level of supporting

documentation should be commensurate with the nature of the expenditure.

- Reasonable incidental expenses associated with a Councillor attending a conference, seminar or training course will be reimbursed upon presentation of documentary evidence and completion of a claim form. Incidental expenses are capped up to a combined maximum of \$100.00 per day per Councillor. Incidental expenses may include telephone or facsimile calls, refreshments, taxi fares and parking fees.
- Councillors may elect to contribute all or part of their Councillor Allowance into an approved Superannuation Scheme by completing the election form attached to the Council's Salary Sacrificing Policy.

1. Fixing and payment of annual fees for the Mayor and Councillors

Fixing and payment of annual fees for the Mayor

s.249

1. A Council must pay the Mayor an annual fee.
2. The annual fee must be paid in addition to the fee paid to the Mayor as a Councillor.
3. A Council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.
4. A Council that does not fix the annual fee must pay the appropriate minimum fee determined by the Remuneration Tribunal.
5. A Council may pay the Deputy Mayor (if there is one) a fee determined by the Council for such time as the Deputy Mayor acts in the office of the

Mayor. The amount of the fee so paid must be deducted from the Mayor's annual fee.

Fixing and payment of annual fees for Councillors

s.248

1. A Council must pay each Councillor an annual fee.
2. A Council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.
3. The annual fee so fixed must be the same for each Councillor.
4. A Council that does not fix the annual fee must pay the appropriate minimum fee determined by the Remuneration Tribunal.

2. Travelling

Upper Lachlan Shire Council will pay to or on behalf of Councillors using their own vehicle and undertaking Council business, a per kilometre rate up to the maximum allowance contained in the Local Government (State) Award.

2.1 Conditions of Travel

A Councillor travelling on Council business shall:-

- a) Travel with all due expedition and any travel occupied in other than Council business shall not be included in calculating expenses to be paid by the Council; and
- b) Travel by the shortest practicable route.

2.2 Claim for Expenses

All claims for reimbursement must be made on the prescribed form and must be accompanied by appropriate documentary evidence. Councillors are required to submit their application for reimbursement of expenses within 30 days of the date of the expense.

2.3 Eligible Council Business

- a) To and from meetings of the Council and Council Committees (including attendance by Councillors who are not on Committees).
- b) Inspections within Upper Lachlan Shire, subject to compliance with a Council resolution or with the authority of the Mayor or in his absence the Deputy Mayor.

Upon Business of Council outside the Upper Lachlan Shire, subject to compliance with a Council resolution or with the authority of the Mayor or in his absence the Deputy Mayor.

- c) To and from conferences of the Local Government NSW or the Australian Council of Local Government Associations or any district/regional associations/organisations and/or joint organisations of Councils or of any regional development committee.
- d) To and from periodical conferences or meetings of such other associations or organisations as may be resolved from time to time.
- e) To, on and from business of other associations and organisations to which a Councillor has been appointed by Council resolution.

- f) In the event of travelling allowances being met by other organisations and being below those determined by Upper Lachlan Shire Council, Councillors are entitled to claim any shortfall whilst on Council approved business.
- g) Travel other than by Council or private vehicle (i.e. by taxi, train or other public transport) shall be reimbursed on an actual cost basis.

3. Accommodation and Out of Pocket Expenses Whilst Away from Upper Lachlan Shire

This part of the policy applies to Councillors and Council staff.

- 3.1 Councillors and all staff should wherever possible attempt to attend Conferences, and training seminars, at the closest non-metropolitan centre, weighing up however any additional cost of fuel involved in travelling to that centre compared with the additional accommodation cost to Council involved in attending the Conference, or Seminar, in the metropolitan area.
- 3.2 It is recognised that it is in the interest of the Councillor and the employee to be as close as possible to the venue for the Conference or Seminar.
- 3.3 Wherever possible, Council vehicles should be used for travel.
- 3.4 Where a conference or training seminar is to be held in the Sydney Metropolitan area and will commence after 10.00 am. Council will not recognise the previous night's accommodation for reimbursement. In cases where the conference or seminar is

held at a country centre, accommodation expenses for the night before will not be met where it can reasonably be assumed that the Councillor or employees would not have to leave Crookwell, Taralga or Gunning prior to 6.30 am.

- 3.5 Councillors and staff should when arranging accommodation, always seek the "Government rate".
- 3.6 Wherever possible a Council order/corporate card should be used for accommodation purposes. Other acquittances should be forwarded to Council's Expenditure Officer for any expenditure incurred by the Councillor or Staff member and requiring reimbursement.
- 3.7 Council may, with the approval of the Mayor in the case of a Councillor, or the General Manager in the case of a Staff member, advance a sum of money towards expenses, utilising a corporate credit card. The advance amount is limited to \$200.00 per Councillor per event. In each such case it will be necessary for receipts to be produced for expenditure incurred and any balance returned for receipt by Council.
- 3.8 In all instances, registration fees will be paid directly by Council.
- 3.9 In considering accommodation/expenses claims approval will only be given to "reasonable" claims. Should expenses incurred be considered unreasonable then Councillor or staff members will be required to meet the difference between what is considered reasonable and that which has been incurred.
- 3.10 In the case of any dispute the final definition of the word "reasonable" will be made by Council in the case of Councillors

and the General Manager in the case of staff.

3.11 Accommodation

The cost of breakfast will be recognised by Council as an addition to accommodation.

Council will pay the actual reasonable cost associated with accommodation and meals for a Councillor who, in attending to the business of Council, is required to stay overnight away from home, providing the necessary approval has been obtained. The basis for reasonable rates will be Government contract rates and the circumstance of the business involved.

Where practicable, Council staff will make all arrangements and bookings for accommodation.

Reimbursement of accommodation and meal expenses will occur following the submission of the prescribed claim form and provision of copies of tax invoices, appropriate accounts and/or receipts.

The standard of accommodation booked for Councillors and the limit of meal expenses to be reimbursed will be at the discretion of the General Manager in consultation with the Mayor. Councillors may arrange, at their own expense, upgrades of the standard of accommodation provided.

3.12 Sustenance

The limit of sustenance related expenses to be reimbursed will be \$130.00 per day. Any sustenance expenses which exceed the limit will need to be at the Councillors own expense.

3.13 Seminars and Conferences

Council will pay all registration fees arising from the approved attendance of a Councillor at a

conference or seminar, including any costs of attending official functions and tours.

Requests for attending conferences should be made in writing outlining the expected benefits for Council.

Following attendance by a Councillor at a conference or seminar, a Conference Attendance Report is to be completed within 21 days of the event. The Conference Attendance Report is to be submitted to the General Manager for reporting to Council and shall:

- Identify the benefits to Council and the Community from attending;
- An assessment of the event;
- Indicate what was gained;
- Suggest how the knowledge gained could be applied; and
- State whether others should attend the conference/seminar in the future.

Each Councillor is eligible to attend up to two conferences or seminars per year. All inclusive costs (i.e. registration, travel, accommodation, sustenance, official functions) associated with attendance at conferences or seminars is not to exceed \$2,000.00 per Councillor in each financial year.

The provisions of clause 3.13 of this policy do not apply to the Annual Conferences of the Local Government and Shires Associations.

Council will pay the cost of transportation, accommodation and sustenance associated with attendance at a conference or seminar when those costs are not included in the conference fees. The payment of costs associated with transportation, accommodation and sustenance will be in accordance with the provisions of this policy.

A Councillor who does not attend the majority of the sessions of the conference or seminar shall be eligible for only 40% reimbursement of any sustenance, accommodation and travel expenses, unless extenuating circumstances apply.

Where a Councillor is unable to attend a conference or seminar and a full refund of fees paid cannot be obtained, or an alternative delegate cannot be substituted, the Councillor shall be responsible for the payment of any shortfall, unless extenuating circumstances apply.

4. Sustenance Expenses (Within Upper Lachlan Shire)

Where meetings are scheduled in the early evening, arrangements will be made to provide Councillors and Staff attending such meetings with an evening meal.

If Council business extends over meal breaks, the Mayor or General Manager, in the case of Council meetings, or the Chairman, in the case of Committee or other meetings, may authorise the provision of a meal at Council expense. Light meals/refreshments in conjunction with other activities of Council will be provided where appropriate.

Where a Councillor or staff member incurs sustenance expenses that arise from attending to business which has been approved in accordance with this policy, but does not involve an overnight stay and/or absence from the municipality, reimbursement of actual costs incurred will be paid, provided there is adequate substantiation of the expenditure by means of a copy of appropriate tax invoices. The limit of sustenance related expenses to be reimbursed will be \$60.00 per day.

This policy will apply to Councillor's and staff members only and the Council will not meet any costs associated with a Councillor's or Staff

Member's spouse, friend or relative attending a function in the company of a Councillor or Staff Member unless specifically authorised by a Council resolution carried in open Council.

5. Facilities

Council facilities and equipment must only be used by Councillors in accordance with this policy.

Councillors must pay Council for any private use of Council facilities or equipment.

Councillors shall not generally obtain private benefit from the provision of equipment and facilities. However, incidental personal use of Council equipment and facilities may occur from time to time. No entitlement under this policy shall be treated as being a private benefit that requires a reduction in the Mayoral fee or the Councillors fee.

If a Councillor does obtain a private benefit for the use of a facility provided by Council being more than incidental use, the Councillor shall be invoiced for the amount of the private benefit with repayment to be in accordance with Council's normal terms.

The amount to be paid for any private use of Council facilities or equipment shall be as determined by the General Manager and will be consistent with the cost to Council for the particular facility used with due consideration to the frequency/quantity of use.

Equipment, facilities and services provided under this Policy shall not be used to produce election material or for any other political purposes.

5.1 Mayor

Council will provide the Mayor with the following facilities:

- An office in the Council's Administration Building. Council's Meeting Rooms are also to be available for use by the Mayor.
- Postage of official correspondence – all mail is to be directed through the Council's own mailing system.
- Access to telephone, facsimile, e-mail, internet and photocopy facilities for Council business purposes (during normal office hours).
- Secretarial services for Council business as required.
- Use of a Council Lap Top Computer or Tablet, if required.
- Meals/refreshments on days/evenings of Council, Committee, Sub-Committee and Working Party Meetings, or at any other time deemed appropriate by the General Manager whilst on Council business.
- Use of a Council Vehicle for official and private use, including a fuel card and a designated car parking space at the Council Administration Centre for the use of the Mayor:
 - The vehicle will be of an appropriate standard to be determined by the Mayor and General Manager and be similar to the standard of vehicle included in the General Manager's contract of employment.

- The fuel and running costs associated with the Mayoral Vehicle will be met by Council.

- The Mayoral Vehicle will be registered, insured and fully maintained by the Council.

- Use of a Council Mobile Telephone - Council will provide the Mayor with a mobile phone or smart phone type/style device, with a maximum monthly account limit of \$100.00 per month.
- Payment of conference/workshop/seminar registration fees for attendance approved by Council.
- Identification badge and business cards.
- The Mayor shall be entitled to wear any Mayoral robes/chain acquired by the Council.
- The wearing or otherwise of such trappings of office shall be at the sole discretion of the Mayor.

5.2 Councillors

Council will provide the Councillors with the following facilities:

- Council's Meeting Rooms and areas of Council's Administrative Building as required.
- Postage of official correspondence – all mail is to be directed through the Council's own mailing system.
- Access to telephone, facsimile, e-mail, internet and photocopy facilities for Council business purposes (during normal office hours).

- Secretarial services for Council business as required.
- Use of a Council Lap Top Computer or Tablet, if required.
- Meals/refreshments on days/evenings of Council, Committee, Sub-Committee and Working Party Meetings, or at any other time deemed appropriate by the Mayor or General Manager whilst on Council business.
- Arrangement and payment of travel in respect of Council commitments. Alternatively, a Council vehicle may be provided for such purposes.
- Payment of conference/workshop/seminar registration fees for attendance approved by Council.
- Identification badge and business cards.

5.3 Telecommunication Devices Owned by Councillors

- Council shall reimburse Councillors for their telecommunication device costs (including mobile phone, landline rental, landline telephone, internet access and facsimile) incurred in attending to Council business up to a maximum cost of \$80.00 per Councillor per month of term. All communication device costs incurred above this maximum are at the Councillors own expense.

5.4 Acquisition and Return of Equipment and Facilities by Councillors

At the completion of the Councillor's term of office, Councillors are required to return all Council issued equipment to the Council after the

completion of their term of office or at the cessation of their civic duties.

During periods of extended leave - in excess of 3 months – Councillors are required to return all Council issued equipment to the Council.

Councillors may choose to purchase Council equipment previously allocated to them at the cessation of their duties. Items that may be purchased are: laptop computers, tablets, printers, facsimile machines and mobile phones. The items are offered to the Councillor at the written down value at the time of purchase.

6. Training and Educational Expenses

Council will make provision for the payment of relevant training and educational expenses incurred by a Councillor where the training is directly related to the Councillor's civic responsibilities and functions.

Councillors seeking to avail themselves of this provision will be required to accord with the approval requirements of this policy.

The Councillor must be able to demonstrate that the training or educational opportunity is directly related to their role as a Councillor.

7. Council Vehicles

- Subject to availability, Councillors may use Council vehicles for approved travel.
- Councillors must hold a current NSW driver's licence to use a Council vehicle.
- A Councillor will be personally responsible for all traffic or parking fines incurred while travelling in private or Council vehicles on Council business.

- A Councillor using a Council motor vehicle must comply with the provisions of the adopted Council policy for use as applies to Council staff and any relevant Administrative Guideline in force.
- Council staff will only be available to transport Councillors when they are representing the Mayor on official business or when staff would be travelling to the destination in question in the normal course of their duties.

8. Council Information

Council Staff will provide appropriate information and documentation to assist Councillors in the performance of their civic duties. Requests for copies of documents or information should be made to the General Manager or appropriate Director.

Requests from Councillors for in-depth information, research or reports to Council shall be initiated by way of either Council resolution or by authorisation from the General Manager and Mayor.

9. Insurance Provisions

Council shall take out public liability and professional indemnity insurance cover which shall extend to actions taken against Councillors in relation to performing their civic duties and/or exercise of their functions as Councillors.

Council shall take out Councillors and Officers Liability insurance for matters arising out of Councillors' performance of civic duties or exercise of their functions as Councillors provided the performance or exercise of the relevant civic duty or function is *authorised under the Act, was carried out in good faith and is* in the opinion of Council bona fide and/or proper; subject to any limitations or conditions set out in the policy of

insurance which is, at the direction of Council, taken out.

Council shall take out personal accident insurance cover applying to Councillors while ever they are engaged in or on any activity connected with or on behalf of a Councillor performing their civic duties and/or exercise of their functions as a Councillor.

This insurance includes cover for any travel directly to and from any such activity.

10. Legal Assistance Provisions

10.1 The Council may reimburse the reasonable legal expenses of a Councillor (provided there is adequate substantiation of the expenditure):

- a) Defending an action arising from the performance in good faith of a function under the *Local Government Act 1993* (Section 731 refers); or
- b) Defending an action in defamation provided the statements complained of were made in good faith in the course of exercising a function under the Act; or
- c) For proceedings before the Local Government Pecuniary Interest and Disciplinary Tribunal or an investigative body provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the Tribunal or investigative body makes a finding substantially favourable to the Councillor.
- d) For the purposes of Section 31(1)(c) of this Policy, the following are considered to be appropriate investigative bodies:

- Independent Commission Against Corruption;
- Office of the NSW Ombudsman;
- Office of Local Government, Department of Premier and Cabinet;
- NSW Police Force;
- Director of Public Prosecutions; or
- Council's Conduct Review Committee/Reviewer.

10.2 Council may reimburse such Councillor, after the conclusion of the enquiry, investigation, hearing or proceeding, for all legal expenses properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or procedure, on a solicitor/client basis, provided that:

- a) The amount of such reimbursement shall be reduced by the amount of any monies that may be or are recouped by the Councillor on any basis.
- b) The Councillor's performance or exercise of the civic duty or function was in the opinion of Council bona fide and/or proper under the Act, and the Councillor acted in good faith as required under Section 731 of the Local Government Act.
- c) The amount of such reimbursement shall be limited to the extent that only fees charged at a rate equivalent to the hourly rate then being charged by Council's solicitors will be paid, i.e. any portion of the expenses representing any hourly charge rate higher than the hourly rate of Council's solicitors will not be reimbursed.

- d) The Council is not the plaintiff in the action; and
- e) Approval has been granted in the form of a Council Resolution supporting the reimbursement.

10.3 Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act will be distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office.

10.4 There are no circumstances in which legal expenses will be met by Council:

- a) For proceedings initiated by a Councillor.
- b) For a Councillor defending any action in a matter not arising directly as a result of his or her civic duty.
- c) Where the outcome of an action against the Council is unfavourable to the Councillor.

11. Responsibility/Accountability

Councillors are responsible for providing receipts to support claims for reimbursement of expenses.

The Director of Finance & Administration is responsible for including details of Mayoral and Councillor fees and benefits in the Council's Annual Report.

12. Dispute Resolution Process

12.1 In the event there is a dispute in relation to the provision of expenses and facilities to Councillors, the following shall be the process to resolve the dispute:

- a) A Councillor wishing to dispute the provision of expenses and facilities must document the nature of their dispute including the supporting reasons/arguments for them lodging the dispute. Once complete the dispute should be lodged with the General Manager.
- b) The General Manager will assign a Council Staff member independent of the process to prepare a report on the dispute to Council. The Council Report will include:
- the nature and circumstances of the dispute;
 - relevant sections of this Policy; and
 - a recommendation.
- c) The Council Report will be put before Council for a determination on the dispute; this is to be done in Open Council.

12.2 Councillors should give consideration to the provisions in the Code of Conduct relating to Conflicts of Interest when a dispute they have lodged is presented to Council for a determination.

13. Use of Council equipment and facilities during a Re-election Campaign

The interest of a Councillor in their re-election is considered to be a personal interest. Councillors may not claim reimbursement of travel expenses incurred on election matters.

Council letterhead, Council crests and other information that could give the impression it is official Council material must not be used for these purposes.

14. Risk Assessment

This policy is a legislative requirement and a failure to have such a policy would be high risk to Council both in a statutory sense as well as reputable sense. A lack of a policy of this nature also takes away accountability and transparency provisions associated with meeting Councillor expenses and providing appropriate facilities. This too is considered a high risk.

By adopting a policy which meets legislative provisions as well as identified best practice Council is able to reduce the risk factor to a low-medium rating.

15. Related Policies and Relevant Legislation/Guidelines

- A New Tax System (Goods and Services Tax) Act 1999;
- Access to Information Policy;
- Bribes, Gifts and Benefits Policy;
- Cash Handling Policy;
- Code of Business Practice;
- Code of Conduct for Councillors, staff and delegates of Council;
- Code of Meeting Practice;
- Complaints Management Policy;
- Corporate Credit Card Policy;
- Crimes Act 1900;
- Delegations of Authority Procedure;
- Office of Local Government - Guidelines for the Payment of Expenses and the Provision of Facilities for Mayors and Councillors for Local Councils in NSW.
- Division of Local Government Circular No. 05-08: Legal Assistance for Councillors and Council Employees.
- Environmental Planning and Assessment (EPA) Act 1979;
- Fraud and Corruption Prevention Policy;
- Government Information (Public Access) Act 2009;
- Government Information (Public Access)

Policy;
 Harassment Policy;
 ICAC publication “No Excuse for Misuse, preventing the misuse of council resources”;
 ICAC Act (ICAC) 1988;
 Interaction between Councillors and Staff Policy;
 Internal Reporting – Protected Disclosures Policy;
 Internet and Email Policy;
 Local Government Act 1993;
 Local Government (General Regulation) 2005;
 Local Government (State) Award;
 Mobile Phone Policy;
 NSW Ombudsman - Good Conduct and Administrative Practice (Guidelines for State and Local Government) June 2006;
 NSW State Records Act 1998;
 Privacy and Personal Information Protection

Act 1998;
 Public Interest Disclosures Act 1994;
 Public Interest Disclosures Policy;
 Purchasing and Acquisition of Goods Policy and Procedures;
 Salary Sacrificing Policy;
 Section 355 Committee Code of Meeting Practice;
 Section 355 Committee Policy;
 Staff Training Policy;
 Statement of Ethical Principles;

7. SENIOR STAFF

Part 9, Division 7, subdivision 1 and Clause 217 (1) (b) and (c) of the Local Government (General) Regulation 2005

In accordance with Section 332(2), of the Local Government Act 1993, there are four Senior Staff positions within Council. During the 2016/2017 financial year, the remuneration package applicable for Upper Lachlan Shire Council’s General Manager was:-

General Manager: Mr John Bell

General Manager’s Total Remuneration:

Gross Salary component of package:	\$257,548
Employer Superannuation Contribution:	\$24,467
Fringe Benefits Tax for non-cash benefit:	\$7,690
Salary Package Allowances (iPad and iPhone data plans, internet)	\$3,463
Professional Development	<u>\$7,859</u>
Total Remuneration	<u>\$ 301,027</u>

16. Variation

Council reserves the right to vary or revoke this policy.

Senior Staff:

The remuneration package applicable for the Upper Lachlan Shire Council’s Designated Senior Staff was:-

Director of Environment and Planning - Tina Dodson

Director of Finance and Administration - Andrew Croke

Director of Works and Operations - Phil Newham

Senior Staff Total Remuneration:

Gross Salary component of package:	\$531,662
Employer Superannuation Contribution:	\$50,508
Fringe Benefits Tax for non-cash benefit:	\$15,957
Salary Package Allowances (iPad data plan & telephone rental)	<u>\$4,178</u>
Total Remuneration	<u>\$602,305</u>

8. CONTRACTS**Section 428 (2) (h)**

Payments for goods and services, under contractual arrangements during 2016/2017 of greater than \$150,000, are shown below and are in accordance with the Local Government Act, Local Government Regulations, and Tendering Guidelines. Employment contracts (that is contracts of service) are not included.

Contracts for greater than \$150,000, including the name of the contractor, the nature of the goods or services supplied by the contractor and the total amount paid to the contractor are provided below. Please note that the contract payments listed below may exceed the nominated contract value, due to variation of contract terms and conditions.

Name of Contractor	Description of goods and services	Total Paid (GST Inclusive) (Tender unit rates to value of)
Laurie Curran Water Pty Ltd	Construction of Crookwell Water Treatment Plant and water supply augmentation	\$3,890,603
Roadworx Surfacing Pty Ltd	Sprayed Bitumen surfacing / resurfacing; and supply of cold mix and emulsion	\$2,166,724
Denrith Pty Ltd (trading as Divalls Bulk Haulage and Earthmoving)	Win, crush and stockpile gravel for road construction / maintenance; also truck and plant hire, sand and soil supplies	\$1,154,117
Downer EDI Works Pty Ltd	Supply of Coldmix and Emulsion	\$686,994
Park Fuels Pty Ltd	Supply of Fuel	\$577,720
Revegetation and Erosion Control Services	Supply and install Shotcrete, Gabion works	\$384,131
Top Water Carters Pty Ltd	Truck hire, plant hire and water carting hire	\$369,718
Yass Earthmovers	Water truck and excavator hire, contract labour	\$322,035
AJ Parsons Earthmoving Pty Ltd	Excavator and plant hire, contract labour	\$318,048
Canberra Isuzu Pty Ltd	Purchase of 3 plant fleet Isuzu trucks	\$311,712
Hunter Valley Training Company Pty Ltd (Southern Tablelands)	Employment management services of apprentices, 5 apprentice wages and employee benefits	\$251,251
Power Direct Pty Ltd	Supply of electricity various sites/locations	\$249,795

Rollers Australia Pty Ltd	Plant Hire, and Plant Repairs and Parts	\$247,801
Euro Civil Pty Ltd	Supply and installation of road safety barriers, Supply of fencing materials	\$241,969
Interflow Pty Ltd	Supplies and relining installed in sewerage mains	\$240,355
Geissler Motors	Purchase of 6 plant fleet / motor vehicles	\$227,389
NSW Department of Public Works and Services	Prepare tender. Design and project management fees for Crookwell Water Treatment Plant	\$207,791
Crookwell Hay Contractors	Plant Hire	\$197,032
Uplinx Group Pty Ltd	IP telephony communication system and network switches	\$167,570
Telstra Corporation Limited	WAN link, telephony and data services	\$157,888
Boral Asphalt	Supply coldmix, emulsion and line marker	\$152,158



L-R Laurie Curran Water Site Supervisor Matthew White, Member for Goulburn Pru Goward, Council Mayor Brian McCormack OAM and Council General Manager John Bell at the site of the Crookwell Water Filtration Plant.

9. RURAL FIRE SERVICE ACTIVITIES

Section 428 (2) (i)

GENERAL

Upper Lachlan Shire Council, Yass Valley Council and Goulburn Mulwaree Council have agreed to enter into a rural fire district zone and service level agreement with the NSW Rural Fire Service (RFS) pursuant to Section 12A, of the Rural Fire Services Act 1997. Council supports the RFS by making an annual financial contribution to them for undertaking the day to day management of the rural fire services on behalf of the three Councils. The Councils also provide administration and finance resources support for the RFS operations.

Upper Lachlan Shire Council collects and expends Section 94 developer contributions related to emergency service contributions on behalf of individual brigades as necessary.

HAZARD REDUCTION

These duties are now undertaken by the NSW Rural Fire Service and include such activities as fire trail maintenance and assisting land owners and other agencies with hazard reduction operations if requested.

Council carried out hazard reduction work such as slashing of road verges and controlled mowing of open spaces and ensuring these areas are free of undergrowth that may be likely to constitute a bushfire hazard.

STATUTORY BUSHFIRE DANGER PERIOD

1 October 2016 to the 31 March 2017 (this may be varied subject to local conditions).

BRIGADE CALLOUTS – 2016/2017

Fire and Other Incidents

There were no fires reported in Environmentally Sensitive Areas within the Shire during the reporting period.

For the financial year 2016/2017, the RFS in the Upper Lachlan Shire local government area responded to:-

- Grass/forest/scrub fires/explosions 52
- Motor vehicle accident/car fire 19
- Hazardous Chemical 2
- Service Calls 8
- Good intent Calls 2
- Other 2

The above statistics represents a total of 88 incidents attended for the twelve month period to 30 June 2017

10. CULTURAL SERVICES

PROGRAMS TO PROMOTE SERVICES AND ACCESS TO SERVICES FOR PEOPLE OF DIVERSE CULTURAL AND LINGUISTIC BACKGROUNDS

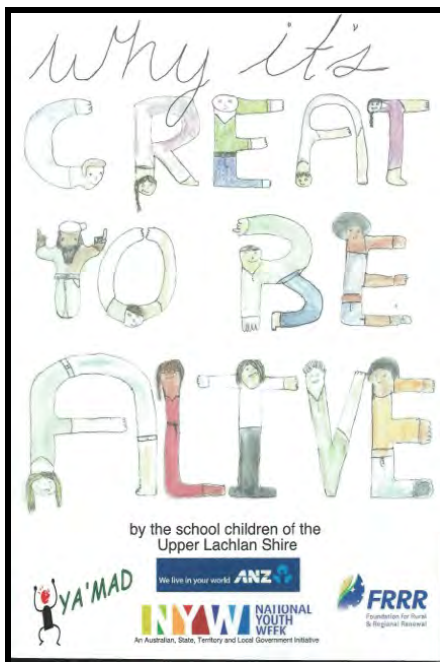
Section 428 (2) (j)

Programmes undertaken by Council to promote services and access to services for residents included those activities listed below. Council believes these programs provide access to all residents of the Shire given the nature of the close knit rural communities that exist within the Shire.

Council undertook the following initiatives: -

- Council continues to implement the Cultural Plan for the Shire.
- Cultural events funding program of \$3,000 annually.

- Participation in the preparation of a Community Services Directory.
- Continuation of activities outlined within the Social and Community Plan for the Shire.
- Continued support to the Access Committee of Council.
- Youth Week Events.
- Community Technology Centre access to services in the villages of Bigga and Tuena.
- Continuation of the library services for the towns of Gunning and Crookwell.
- Continued partnership with Southern Tablelands Arts on program delivery.







The Youth Week Book

10a) LIBRARY SERVICES**MISSION STATEMENT:**

To assist residents to fulfil their informational, cultural and recreational needs by providing appropriate library resources and services.

KEY PERFORMANCE INDICATORS:

Key Performance Indicator	Performance Measure	Delivery Action	Delivered
Quarterly reports for library services to council	Report to Council by deadline	1.9 Encourage recreational and leisure activities while maintaining public safety standards	
Complete NSW State Library Return of Local Priority Grant Report and Statement of Library Operations	Completed by State Library Deadline	1.9 Encourage recreational and leisure activities while maintaining public safety standards	
Increase membership and number of library loans*	Increase by 1% per annum	1.4.1 Community Services for young, aged, disabled, and people from diverse cultural backgrounds	
STLC Library Cooperative Committee meetings and REX meetings attendance. Review of joint policies and annual fees	Implement Committee decisions	1.5 Lobby for retention of education facilities	

*Loans includes hard copy resources, web renewals online and loans of e-resources.

UPPER LACHLAN SHIRE LIBRARY SERVICE USAGE STATISTICS:

Usage Statistics	Crookwell Library		Gunning Library	
	2015/16	2016/17	2015/16	2016/17
Year				
New Members	140	150	57	44
Loans *	33,535	32,834	8,032	9,683
Internet sessions	4,502	4,037	2,284	3,394
Visitors	27,714	26,135	9,358	11,637
Items in collection	17,875	19,143	9,702	10,239
Hours open per week	31.5	31.5	17	17

*Loans include issues and renewals of hard copy resources.

SOUTHERN TABLELANDS LIBRARY COOPERATIVE (STLC) USAGE STATISTICS:

STLC Usage Statistics	2015/16	2016/17
Web Renew Online (Loans)	22,119	25,208

OVERVIEW:

Usage of the services and resources at both Crookwell Library and Gunning Libraries remained at high levels throughout the year. Our members are doing more online and this is shown by the increase of the number of web renewals (loans) and more members borrowing e-resources. Technology remains popular with the community which is reflected in the number of Internet sessions at both Crookwell and Gunning Libraries. There was an increase in the number of visitors to the Gunning Library.

The Upper Lachlan Shire Library Service, for the fifth year, remained under the umbrella of the Southern Tablelands Library Co-operative (STLC).

Library buildings, facilities and resources continue to be upgraded and well maintained. As part of Council's commitment to providing excellent public access computer facilities, new PCs were installed during the year. Our up-to-date computer technology, fast Internet and Wi-Fi facilities provide an excellent service to library members and the many visitors to our Shire.

Crookwell and Gunning Library members continue to have free wireless broadband, using personal Wi-Fi enabled e-devices such as laptops, tablet computers and smart phones. With an increase in member usage of e-devices the library staff continues to spend more time assisting members with these devices.

To optimise the use of our Libraries resources, swapping items between the STLC Libraries are undertaken regularly. The increase in donations of both books and DVDs has continued allowing local staff to keep their cataloguing skills up to date.

This year saw a continuation of the library becoming a people place, bringing people together with diverse backgrounds through a range of informal social activities and structured group activities.

EVENTS AND PROMOTION:**Crookwell and Gunning Libraries:**

Staff at Crookwell and Gunning Libraries hosted a number of activities and events during the year. All events were very well attended.

- Crookwell and Gunning Libraries participated in the annual Library and Information Week, which was held from the 22-28 May. Both libraries held a display covering the theme 'Celebrate your library and information service'. Items included a range of different types of items.



Library Lovers Day Display, Gunning Library, May 2017

- Articles promoting the events, services and resources of the Crookwell and Gunning Libraries were published in the Crookwell Gazette, the Gunning Lions Newsletter, Goulburn Post, Upper Lachlan Shire's Newsletter the Voice, The Senior, school newsletters, Crookwell Library Facebook site, Goulburn's 2GN radio, Upper Lachlan Shire Council website and 'What's on in the Shire of Villages' newsletter. Events and programs

were also promoted through the STLC's website and the distribution of handouts and posters to the target audiences in the library and in shop windows.

- Gunning Library also received some publicity after Michael de Percy's 'Searching Australian family military service records' workshops in September. Articles appeared in the PS News, UC Monitor, Connecting the Nation website, and the Tove blog.
- Numerous thematic displays showcasing a selection of fiction and non-fiction resources provided an interesting variety of items for loan in our Libraries. Many of these displays coincided with national or local events. New resources were also displayed at both libraries as they became available. Members borrowed from these different themed displays and discovered a range of interesting items from our collections. Each library also displayed new items acquired in a separate new book display.
- Crookwell Library held another successful Mary Gilmore Display for the Mary Gilmore Weekend. The Upper Lachlan Dame Mary Gilmore Society presented the Crookwell Library with a Certificate of Appreciation for its Mary Gilmore library display.

Gunning Library Events:

- The Knitting Circle continues to meet twice a month attended by up to thirty people a quarter.
- The library once again hosted the Biggest Morning Tea with a number of people attending. Forty-nine people attended this event, with \$550 raised.
- Gunning Library held two Searching Australian family military service records workshops on 30 September 2016. In total

there were sixteen people in attendance, including two people who travelled from Ulladulla to attend a workshop. Local resident Michael de Percy, a senior lecturer at the University of Canberra facilitated the workshops.

- The Knitted poppies which were made by the community at the library were placed on the Cenotaph for Anzac Day. The poppies were also used around the cenotaph for Remembrance Day.
- An afternoon tea was held on the 24 January 2017 to say thank you to Gunning Library's five storytime Volunteers and Michael DePercy, who conducted the Trove workshop. The volunteers were presented with a small gift. Seven people attended the afternoon tea.
- To coincide with the Gunning Show a workshop explaining how to exhibit photos was held at the Gunning library. Head steward, Louise Duncan from Dalton, ran the workshop with six people in attendance. Feedback from participants was that the workshop was very worthwhile. One participant was awarded the Grand Champion Photo in the open section of the show even though it was their first time exhibiting.



Photo Workshop

- Gunning Library held a Christmas card making workshop on 18 November 2016. In total there were five people in attendance.

Crookwell Library Events:

- The monthly scrabble afternoons continue to be a great success attended by six to twelve enthusiastic players each session. The Crookwell Friends of the Library assist with the running of the afternoon and sponsor afternoon tea. In July the monthly scrabble fell in the school holidays, with one family attending.
- Grand Pacific Health conducted a free information session at the Crookwell Library on the 5 July 2016. The session covered the star rating on food packaging and how to interpret these, how to read ingredients, hidden sugars and shopping on a budget. The Crookwell Library Friends sponsored a morning tea for this event. Sixteen people attended the session.
- Mandy McDonald and Steve Carroll shared their tea experiences from their trip to South Korea on 13 September 2016 in the Crookwell Art Gallery. The Crookwell Friends of the Library sponsored a lunch afterwards in the Crookwell Library. There were twenty-five people who attended this event.



South Korea Tea Talk

- Viewhaven Lodge residents visited the Crookwell Library on 11 November 2016 between 10:30 - 11:30am. Six people from Viewhaven attended the event. A box of large print books weeded from the library's collection was donated to Viewhaven.
- Sandy Arnott conducted a flower arranging session at the Crookwell Library on Saturday the 3 December 2016. Ten people attended this event.



Flower Arranging Workshop with Sandy Arnott

- Council's Media Officer and Grants Officer visited the Crookwell Library on the 2 June 2017 to host and take photos for the Reconciliation Week art competition. Nioka Bill judged the competition. The overall winner's artwork formed part of the banners for the main streets of Crookwell, Gunning and Taralga for NAIDOC week. Photos were displayed in an online gallery and in the Crookwell Memorial Hall Foyer.
- Grand Pacific Health held their registration day for the Falls Prevention Program 'Lifestyle integrated Functional Exercise (LiFE): Maintaining Independence' program at the Crookwell Library on the 27 June 2017. Five people signed up for the seven week program.

CHILDREN AND YOUNG PEOPLE:

Activities and events aimed at our junior and young adult members throughout the year included:

- Regular storytime sessions, made possible with the assistance of volunteers from the community and staff. Storytime includes a story and a craft related activity.
- Regular usage of library facilities by Play Groups, Pre-schools, local schools, After School Care and Vacation Care groups. These visits are a great way to introduce young children to the library and have resulted in many families joining our Library Service.
- ‘Star Boxes’ – Resources funded by the Veolia Mulwaree Community Trust for pre-schools and families.
- The annual National Simultaneous Storytime was held as part of Library and Information Week at Crookwell and Gunning Libraries. National Simultaneous Storytime encourages children to read and parents to read to their children. This year libraries across the nation enjoyed the story ‘*The cow tripped over the moon*’ written by Tony Wilson and Laura Wood. Following the reading, children enjoyed a craft activity.
- Gunning Library participated in the National Simultaneous Storytime on the 19 May 2017. Thirty people attended the Gunning activity as part of normal Storytime. Crookwell Library participated in National Simultaneous Storytime on the 24 May 2017. Sixty people attended the Crookwell activity. Crookwell Library invited year six students and SDN pre-school to attend the special Storytime. Year 6 assisted the pre-

schoolers with the craft activity, as well as completing a find-a-word, and craft. The book was also read in normal Storytime on the 25 May 2017, with eight people attending.

- A number of school holiday workshops were held at Crookwell and Gunning Libraries under the guidance of Library staff. The workshops were aimed at specific age groups and included a ‘Water Bottle Flipping Challenge’; ‘Easter craft and egg hunt’; and ‘Spring workshop;’ at the Crookwell Library. ‘Easter craft and egg hunt’; and ‘Spring workshop;’ at the Gunning Library. Crookwell Library also held a ‘Mother’s Day card making;’ and ‘Father’s Day card Making’ workshops after school.
- Bestselling author and children’s entertainer Andy Jones conducted the ‘What’s the Joke & Rap Rhyme & Rocking Poetry Show’ on the 8 July 2016 in the Crookwell Library. Twenty-five people attended this event. Sponsoring the event was the Crookwell Library Friends of the Library who covered the majority of the costs.



‘What’s the Joke & Rap Rhyme & Rocking Poetry Show’ with Andy Jones

Gunning Children and Young People Events

- The Library's fortnightly Storytime sessions continue to be popular. Gunning Early Child Centre also participates in Storytime. Volunteers continue to assist with the running of these sessions. One of the Storytime's in June was a combined Teddy Bears picnic and two year olds birthday party, with thirty-four people attending.



Storytime at Gunning Library

- Classes from Kinder to year 6 at Gunning Public School visit the library once a week during the school term.
- Gunning and District Before and After School Care (OOSH) continue to have a permanent booking of computers after school once a week during term time.
- Gunning Library hosted the 'How to select great children's books' talk by Rosemary Thomas, ACT Book Council Judge, on the 5 August 2016. Twenty-four people attended the talk.
- Gunning supplied some cardboard pop-out animals for children's holiday activity in the summer holidays.

Crookwell Children and Young People Events

- The Library's fortnightly Storytime sessions continue to be popular. Library staff continue to run these sessions. SDN continue to visit the Library for Storytime.
- Year twelve students from Crookwell High School utilised the Library facilities in the July and September school holidays for their HSC study.
- Crookwell Library staff assisted school students in the July school holidays with finding information for the CWA Country of Study Mongolia project.
- The Library Manager met with Crookwell Public School staff on the 22 and 29 July to discuss a literacy partnership between the infants' classes and the library, starting in term three. The Library Manager prepared a plan for the Crookwell Public School partnership pilot program. A class from K-3 visited the library each week on a Tuesday before the library opened from 9:30-10:30. There were eight sessions in total during the term, with one hundred and fifty-eight people attending these sessions.
- The Uniting Church Playgroup visited the Library for a special Storytime and craft activity on the 23 August and the 6 September 2016. In total there were thirty-one people who participated in this activity.
- The Crookwell Library facilitated a Summer Reading Club from the 5th December 2016 through to the end of January 2017. The Reading Club allows children and young people to develop a sense of community with other children across the country over the summer holidays, and discover great Australian authors and illustrators. As part of

the programs kits with themed activity books and goodies were created for the children. A display was set up of children's books on the theme 'Heroes and Villains' to help inspire children on the types of stories that related to the theme. The Summer Reading Club was a huge success with twenty-nine children enrolled in the club. Each child received a laminated participation certificate, as well as lucky dips after a set number of books were read. As children also needed to be members of the library, this resulted in a number of new members.

- Crookwell Library held a Christmas card making and craft workshop on the 12 December 2016. In total there were four people in attendance.



- The Crookwell Library held a Heroes and Villains party to celebrate the launch of the Summer Reading Club on Thursday the 15 December 2016 from 3:30-4:00pm. In total there were twenty-three people who attended.



Heroes and villains party celebrating the start of the Summer Reading Club

- A colouring table with a hero and villain theme was set up for children at the Crookwell Library for the summer school holidays to coincide with the summer reading club theme of heroes and villains.
- A member of the community provided a permanent loan to the Crookwell Library of Australian animal dress-up costumes. The children have been making use of the costumes.
- A special Storytime and craft activity was held for children of participants at the South East Local Land Services Women in Grazing Workshop on 16 June 2017. Four people attended this Storytime.

COLLECTIONS, RESOURCES AND FACILITIES:

- The 2015/2016 NSW Public Library Statistics Return was completed and submitted to the NSW State Library by the November deadline.

- The Annual Statement of Library Operations, Application for Library Subsidy and Local Priority Grant for 2016/2017 was completed and submitted to the NSW State Library by the December deadline.
- The STLC Fines Feast was held from 28 November to 16 December 2016 at all the STLC libraries. Members donated one item of non-perishable food to clear \$5 worth of fines. Food collected at Gunning was distributed to charities by the Gunning local retired pastor Ellen Manwaring. At Crookwell, St Bart's in conjunction with other local community groups distributed the items to families in need.

Collections

The collections at both Crookwell and Gunning Libraries continued to be enhanced with the addition of new items and a weeding and discard program.

- The STLC website continued to be regularly upgraded. The website provides members with a variety of databases; an online catalogue; downloadable e-books, e-audio, and e-magazines; local area information; web links; and the ability for members to manage their details and loans.
- Both Crookwell and Gunning Libraries received a large number of donations suitable for addition to our collections. Items not suitable for the collection were sold as part of the annual book sale or added to the 'sale tables' at both libraries.
- In line with the STLC Collection Development Policy weeding of collections were completed during the year. At Crookwell Library there was a focus on the adult fiction, large print, magazine, adult DVDs, children's DVDs, and non-fiction, collections. At the Gunning Library there was a focus on the adult fiction, magazine, non-fiction and large print collections. Items weeded from the collection were withdrawn from the catalogue and stored for the annual book sale or were put out on the sale tables at both libraries.
- Gunning Library once again received a large donation of new children's books from the Children's Book Council. These books included Junior fiction, Junior Easy and Young Adult Fiction.
- The Upper Lachlan Shire Council Library Service continued to add and withdraw items as per its agreement with the State Library of NSW Legal Information Access Centre (LIAC) for the period 2015-2018. LIAC provides free legal resources for the community at both libraries.
- The Upper Lachlan Shire Council Library Service continued to add and withdraw items from the 'druginfo @ your library' collection of pamphlets and books. 'Druginfo @ your library' is a NSW Health and State Library of NSW initiative which provides free drug information resources for the community at both libraries.
- Subscriptions to magazines and newspapers continue to be reviewed as a result of feedback from members.
- New items for the parenting and early readers' collections were bought with remaining funds from the Revitalising Regional Libraries Grant and added to the collections of Crookwell and Gunning Libraries. The parenting collection now contains more up to date items for parents.

- Crookwell Library staff catalogued donated books and DVDs as well new DVDs for Crookwell and Gunning libraries.
- The NSW Public Library South East Zone established a new consortia for Zino (e-magazines) on the 1 September 2016. This has enabled library members to access more magazine titles than before.
- The Public Library South East Zone Consortia for One Click Digital started on 1 October 2016. Members now have access to more e-audio books and e-books.
- A new RBdigital app was launched on the 28 June 2016 bringing OneClick Digital and Zinio magazines under one combined app.
- OverDrive also launched a new app in June 2017 called Libby. Library members can continue to use the OverDrive App or switch to the new Libby app which has a more user friendly interface.
- Two new families to Crookwell, who's English is their second language, utilised the free lending services of the NSW State Library multicultural unit. Items were sent to Crookwell Library for these families to borrow on long term loan.
- Changes were made to the organisation of the Crookwell Library DVD collection as a result of discussions with Goulburn Library. The DVDs are now sorted alphabetically instead of by genre. This change has encouraged library members to borrow DVDs that they wouldn't normally.
- The Library Manager selected standing order authors (most popular authors for our members) for our junior, youth and adult fiction collections. These lists were sent into Goulburn Library to purchase on our behalf for the financial year 2017/2018.
- A selection of books from the board book collection at Crookwell Library were sent to Gunning Library to add a bit more variety to their collection.
- Several collections and items were moved in the Gunning Library. These included:
 - The children's DVD and Board books were swapped around.
 - A two seater lounge which was donated to the library was added to the children's room and is used by both adults and children.
 - To give more space to borrowers the DVD's were moved down to the back wall of the library and the stack books and stands along the wall of the non-fiction books were also moved.
 - To make room for the large print books, the western large print books were moved to make it easier for borrowers to get the large print books off the shelves as they were very tightly stacked.
- Several collections and items were moved in the Crookwell Library. These included:
 - The junior fiction titles were re-organised to make more space.
 - The large print, non-fiction, biographies, DVDs and music were re-located in the library due to the storm damage.

Resources

- Crookwell Library continues to provide a fortnightly Home Library Service to members who are unable to visit the library as they are house bound or due to ill health. Volunteers assist with the delivery of the material. Library staff deliver library books

to members who are un-expectedly ill in hospital.

- The Read and Connect Book Groups continued to borrow the book club kits and meet regularly to discuss each book.
- The Crookwell Library utilised the Libraries Australia Inter Library Loans system to borrow items not held in the STLC libraries. This service assisted a number of members in our community.
- Library staff participated in training during the year. As a result of this training staff learnt new skills and became more aware of changes to library practices and how other libraries conduct their services.
 - Library staff completed the Alcohol and other Drugs Information sessions; Code of Conduct; EEO; and Privacy online courses.
 - Library staff attended the 'How to select great children's books' talk by Rosemary Thomas, ACT Book Council Judge, on the 5 August 2016 at Gunning Library.
 - One staff member completed their First Aid Training in Gunning on 25 October 2016.
 - The Library Manager undertook Authority training on the 20 September 2016.
 - The Library Manager in November 2016 attended the NSW Public Library Association Conference in Ulladulla.
- The Library Assistants visited Goulburn Library on Thursday the 8 June 2017 to look at how the Goulburn library processes its books. After these discussions changes were made to cataloguing our own donations and better workflows were implemented.
- A library staff meeting and training session was held at the Crookwell Library on Wednesday the 26 April 2017. The Library Manager outlined the major changes with the Service Level Agreement, updated staff on the building repairs at both libraries, and discussed upcoming events and cataloguing procedures.
- The Library Manager attended a number of meetings during the year. These included meetings with:
 - South East (SE) Zone Library Managers;
 - Melissa Shoad from Ability Links;
 - A representative from eSmart Libraries on integrating cyber safety into library policies and day to day operations;
 - The Southern Tablelands Library Cooperative (STLC) review meetings;
 - Janet Smith, the consultant assisting with the review of the Upper Lachlan Shire Library Service;
 - Sunset Lodge discussing providing a home library service to residents;
 - LIBERO (A Library Management system) on the main features of the product;
 - Council's Media Officer discussing advertising and general media publicity options;
 - The Gunning Lions Club Noticeboard discussing content for the publication;
 - Gunning Library staff;

- Goulburn Library and Taralga Public School on the mobile library service for Taralga;
- Emily Bonnell from Grand Pacific Health on the use of the pedometers and future talks at Crookwell and Gunning Libraries;
- The Tourism Manager to discuss library items for the Upper Lachlan Shire Cultural Plan;
- Council's Media Officer and staff at the Crookwell Gazette on what content the Gazette requires;
- Carpet Court in Goulburn on the carpet tiles;
- The website developers Morpht to develop a new website for the Upper Lachlan Shire Library Service;
- With the NSW State Library on linking the online databases to the new website.
- Volunteers are an essential part of the library. This assistance has enabled staff to concentrate on other library tasks. This year volunteers assisted with shelving, shelf reading, collection re-organisation, labelling books and DVDs, sorting donations, weeding, book covering and storytime. In total there were three hundred and sixty-nine hours completed at Crookwell Library and forty-one hours completed at Gunning Library.
- Gunning Library set up a Travellers Library stand where visitors and library members can buy donated books or items weeded from the collection.
- The Library Manager created a DVD review board at the Crookwell Library. Members added reviews of recently watched movies or TV series from the Library's collection. The DVD review board assisted members in selecting DVDs.
- After 31 Years of working at the Gunning Library, the Council and the community farewelled Ros Medway at the end of August 2016 with a Retirement Morning Tea attended by approximately forty people. Maree Roche was appointed to the position of Library Assistant at the Gunning Library.
- Peta Luck was appointed as a Library Assistant at Crookwell and Gunning Libraries.
- The Library Service received two ipads from Council's old stock to assist library members in using ipads.
- The Crookwell Friends of the Library purchased three book kits for the Read & Connect Book Groups.
- The Crookwell Friends of the Library assisted with the clean-up after the storm damage by examining the books for damage. In total volunteers spent seventeen hours assisting library staff.
- Some of the library brochures have been updated with the STLC branding removed.
- The Library Manager completed the State Library of NSW 2016/2017 Library subsidy application; 2016/2017 Local priority grant application; 2015/2016 Statement of Library Operations (FORM A); and the 2015/2016

NSW Public Library Statistics Online Data Collection.

- The Library Manager completed a NSW State Library NSW Public Library Infrastructure grant application for the 2016/2017 round for a new Library Management System.
- A new brochure was created advertising the Crookwell Library for the new residents' pack compiled by the Crookwell Progress Association.

Facilities

- The libraries computers and Wi-Fi facilities continue to be well used by members and visitors. Council's IT Officer installed three new computers at Crookwell Library to replace computers 4-6.
- Council's IT staff worked with Telstra to fix slow internet speeds at the Crookwell Library. The problem with the slow speed is caused by too much congestion at the Telstra exchange.
- Council IT staff completed updates to the public computers (including the computer in the children's area) at Crookwell Library and the staff computer at the Gunning Library.
- Goulburn Mulwaree Council IT staff installed new AMLIB software in June 2017 at Crookwell and Gunning Libraries.
- Council IT staff and contractors completed the IT link between Council and the Crookwell Library. HiTech assisted Council IT staff with this work.

- The Gunning network computer box was fixed in November 2016 after the unit fell off the wall.
- The photocopiers at Crookwell and Gunning Libraries were replaced in July 2016.
- The HiTech comprehensive management plan for Crookwell and Gunning computers was renewed. This allows the smooth running of the IT infrastructure at both libraries.
- The air conditioning unit at the Crookwell and Gunning Libraries were serviced in March and July.
- Dorma completed their two six monthly automatic door maintenance check at the Crookwell Library.
- Argyle Fire Services serviced the fire extinguishers as part of Council's regular maintenance program.
- The electricity meter box for the Crookwell Library was fixed in May 2017.
- The Crookwell Memorial Hall Committee utilised the facilities of the Library afterhours to hold their quarterly meetings and AGM. The Library Manager continues to be a member of this Committee.
- The Crookwell Archives and District Historical Society hosted a number of events in the library including their AGM afternoon tea, Christmas afternoon tea and a historical show and tell to SDN. Thirty-four people attended the SDN event.

- The Country Women’s Association members utilised the Crookwell Library for lunchtime meetings in August. In total ten people attended these meetings.
- The Upper Lachlan Shire Council combined Progress Associations utilised the Crookwell Library for a meeting in September 2016. Six people attended this meeting.
- The local Census collectors utilised the Crookwell Library facilities for a morning tea in September. Eight people attended this event.
- The Library Manager met with Ben Churchill, the OH&S Co-ordinator on 29 July 2016 to discuss First Aid and risks in the Library.
- The Crookwell Library collection and furniture were affected by storms in February, March and May. The storms affected the main part of the library, the children’s area and the library shed. In total there were 1,334 items damaged, including 1,287 books (collections affected included large print, non-fiction, biography and westerns) and 47 DVD items. The library sustained damage to a large section of carpet, two book/DVD cardboards, four storage/display cubes, books in the library shed, and the rug in the children’s area. An additional twenty-three books in the non-fiction section were damaged from the May storm. These items were not able to be claimed under the original insurance claim.
- The roof at Crookwell Library had new flashing and box guttering installed.

- The framework of the Arch in the Gunning Library moved and crumbled. Small pieces of plaster were found on the couch and floor and the cracks on the walls and ceiling continued to increase in their size and opened up further. Structural engineer Adam Gillett, from Gilcon Structural Engineers inspected the building in March. Council is working through the recommendations to fix the issue.
- Gunning Lions Club made a donation of \$1,050 to purchase three tub chairs for the Gunning Library. The tub chairs were delivered in June 2017.

COMMUNITY LIAISON:

Crookwell and Gunning Libraries continue to work closely with community groups and organisations to better serve our community. These organisations include:

- Ability Links
- Australian Cancer Council
- Breast Screen Australia
- Crookwell Amateur Dramatic Society
- Crookwell Community Men’s Shed
- Crookwell Community Transport
- Crookwell Community Trust
- Crookwell Country Women’s Association
- Crookwell and District Arts Council
- Crookwell and District Breastfeeding Group
- Crookwell and District Historical Society
- Crookwell and District Hospital
- Crookwell Lions Club
- Crookwell Neighbourhood Centre
- Crookwell Probus Club
- Crookwell Public School Book Group
- Crookwell Rotary Club
- Crookwell Visual Artists
- Grand Pacific Health
- Gunning Community and Health Service

Gunning Historical Society
 Gunning Lions Club
 'KAOS' Kids Acting on Stage
 Mary Gilmore Association
 'OOSH' – Gunning after school care
 Schools and pre-schools within the Shire
 Southern Tablelands Arts
 Southern Tablelands WIRES
 View Haven Lodge
 Sunset Lodge

- The Gunning Friends of the Library held their AGM on Friday the 30th June at 2:30pm at the Gunning Library. Twelve people attended this meeting.

CROOKWELL LIBRARY FRIENDS:

- The Crookwell Library Friends continued to provide strong support sponsoring and organising the monthly scrabble sessions, organising and running the annual library book sale, and hosting events.
- The Crookwell Library Friends held their AGM in December in the Crookwell Library. The Crookwell Library Friends Executive Committee for 2016/17 consists of Vicki Jeffrey (President), Wayne Kenny (Secretary), Bill Martin (Treasurer) and Michaela Olde (Library representative). The Crookwell Library Friends assisted with the Home Library Service 2016-2017. In total eleven people attended the AGM. The annual thank you afternoon tea to the library volunteers was held after the AGM in the Crookwell Library. In total there were fourteen people in attendance.
- The Crookwell Friends of the Library Committee held a meeting in December in the Crookwell Library. In total there were three people in attendance.

- The Crookwell Friends of the Library visited the Versailles exhibition in Canberra in March. Twenty people attended this event.
- The Crookwell Friends of the Library held their annual book fair from the 12th – 14th May and then during library opening hours until Tuesday the 6th June. Crookwell Library Friends volunteers assisted with unpacking the donations, setting up and selling the books, music and DVDs. The generosity of the volunteers in giving their time for the book sale and the large amount of donations from the community resulted in a very successful book sale, raising \$2986.85. As there was a large amount of books this year the Friends priced books at \$2 and fill a bag for \$10. This enabled lots more books to be sold. A special thanks to all the members of 'The Friends' who helped with the event and to Vicki Jeffrey who undertook the co-ordination of the Book Fair.

GUNNING LIBRARY FRIENDS:



Crookwell Library Annual Book Sale

10c) REGIONAL TOURISM

General Overview

The Upper Lachlan Tourist Association (ULTA) has continued to work with tourism operators and local groups to develop and promote the Upper Lachlan Shire throughout 2016/2017. The main regional tourism projects and activities implemented during this year include -

- New Upper Lachlan Destination Guide;
- Exhibiting at the Canberra Home and Leisure Show and the Collector Pumpkin Festival;
- New Canberra Region Tablelands brochure and website;
- Crookwell Potato Festival event coordination;
- Significant update to the Australian Tourism Data Warehouse;
- New and existing event funding programs;
- RV Friendly Town status for Gunning;
- Upper Lachlan Tourist Association Membership Scheme;
- Media familiarisations;
- Meet the Locals campaign;
- Fridge calendar of events distribution; and
- Product trade fact sheets.

Tourism Strategic Plan Implementation

During 2016/2017 the Upper Lachlan Tourist Association again reviewed the 2020 Tourism Strategic Plan that lays down the development and promotional priorities for tourism in the Shire with the four key objectives being:-

1. Upper Lachlan delivers a unique, consumer valued tourism experience;
2. The Upper Lachlan's tourism industry is prosperous and attracts ongoing investment;

3. The tourism sector takes a leading role in protecting and enhancing our history, culture and built and natural environments; and
4. The Upper Lachlan Tourist Association is able to effectively and comprehensively promote the region, provide guidance and relevant information and services to the sector and visitors.

The 2016/17 plan review also took into consideration the objectives of the new 2016-2036 Tablelands Regional Community Strategic Plan.

The ULTA aims to support and encourage the development of authentic products, informed by consumer research as to people's desires when it comes to visiting regions. To this end the ULTA works at both a regional and local level with government agencies, regional development bodies, niche interest groups, industry operators and potential industry operators. Existing products can be developed or new products including events can be developed as motivators to visit, stay and spend in the region.

Festivals and Events

Events play an important role across the region as a major driver of overnight stays and expenditure in the towns and villages. The types of events range from cultural to sporting to special occasions particularly weddings.

It is an ongoing role of the Upper Lachlan Tourist Association through the tourism staff to assist minor and major events with planning, promotion and evaluation. Tourism staff are directly involved in the Crookwell Potato Festival and organise the Crookwell Australia Day celebrations.

The 2017 Crookwell Potato Festival was a fantastic success with over 4,000 attendees. The change of date to be deeper into the potato harvest season and the move to the Crookwell

Showground, that was a result of the event now being held during the football season, both proved to be a positive and sets the festival up for continued growth.

Tourism staff continue to support community initiatives such as the relocated Mary Gilmore Weekend which is shaping up to be an excellent event in a new location, at a new time of year.

In 2016/2017 the ULTA through its Events Funding program was pleased to be able to assist the organisers of the Sculpture in the Village event at Willowtree Sculpture Garden, Crookwell Squash Open and the Taralga Junior Rodeo.

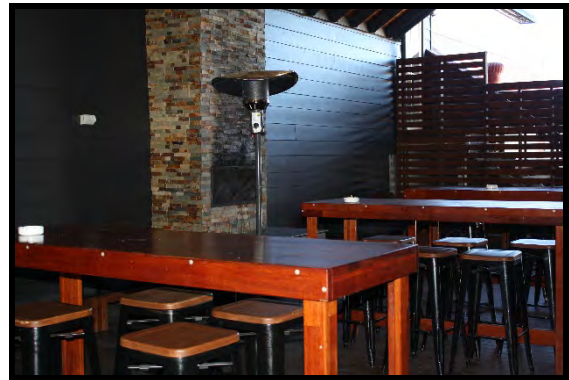


Willowtree Sculpture Garden was home of the “Sculpture in the Village” event

Attractions and Activities

At an individual operator level, the ULTA supports its member businesses and groups through a range of services including promotional opportunities, business enhancements such as online accommodation booking, access to industry databases, access to statistics for business proposals and the like.

Throughout the year staff have provided advice and information to a range of new and proposed tourism product operators and we look forward to the region benefitting from the work of these many small businesses as they strengthen the offering to visitors.



Revamped beer garden at the Criterion Hotel

Tourist Information

Tourism staff in co-operation with business owners and community groups develop a new Destination Guide every 2 years. The new guide was released in time for the Canberra Home and Leisure Show in October 2016. Despite the growth in online pre-trip and in-market research, a large segment of the market still prefers printed guides. The guide aims to showcase the region highlighting things to see and do and where to eat and stay. The 2016/2017 version of the brochure has been very well received since the launch.

By far the biggest ongoing project for the year was working with the Australian Tourism Data Warehouse and operators to ensure all of the local listings are up-to-date and compliant with new specifications that enable higher resolution images to appear on the websites of their 140 channel partners.

Tourism Promotion

Promotion of the Shire to visitors and potential visitors is an everyday occurrence through the Visitor Information Centres, telephone, email, website, social media, print advertising, editorial and poster distribution.

The region was again well received by visitors to the Canberra Home, Leisure and Travel Show with many Canberran's keen to explore their own backyard and fascinated by the Tablelands

region and the many attractions and activities on offer.

Council restructured and reinforced the tourism function during 2016/2017 with the employment of a Destination Marketing Officer to complement the Event Marketing Officer role.

The new marketing role was only commenced in May however we have already been able to strengthen our support of tourism operator initiatives and significantly increase our social media presence.

In conjunction with our neighbouring regions on the Southern Tablelands the ULTA has developed and released a Tablelands printed guide in late 2016 and in 2017 have worked on a comprehensive website for the Tablelands which will be officially launched at the 2017 Canberra Home and Leisure Show.

Regional Representation

The Upper Lachlan has been an active member with the Canberra Region Joint Organisation including in the Economic Development and Tourism Working Group and in the Tablelands Sub-Committee. As a group we are working actively with Visit Canberra and the new Regional Unit of Destination NSW to further increase visitation to the Canberra Region. The number of visitors to the Tablelands had increase by 5.7% over the 12 months to March 2017 whilst expenditure rose by 8.7%.

During the year the NSW Government established 6 new Destination Networks. The Upper Lachlan falls within the region of Destination Southern NSW. One of the first priorities of the new entity is to co-ordinate a new Regional Destination Management Plan to guide the State Government's investment in tourism. The plan is due to completed by November 2018.



New Destination Guide

Tourism Statistics

The statistics for 2016/2017 show some very positive signs:

- Visitor Information Centre (VIC) foot traffic up 7%.
- Sales at the VIC were up by 4%.
- Crookwell Caravan Park nights up 21%.

The completion of the sealing of MR54 to Bathurst and Orange will be a significant milestone in 2017/18 with the most direct route between the central west of NSW and the Canberra region accessible by all types of vehicles and the stigma of an unsealed major road will be a thing of the past. With Canberra Airport now an international passenger link to Asia and New Zealand the potential for a substantial flow in visitor traffic through the centre of the Shire will be a reality.

10d) MULTI CULTURAL ACCESS

The demand for services for persons from non-English speaking backgrounds and / or from the Aboriginal community has not been evident in the Upper Lachlan Shire local government area.

11. PRIVATE WORKS

Section 428 (2) (k)

In accordance with Section 67, of the Local Government Act 1993, a Council may, by agreement with the owner or occupier of any private land, carry out on the land any kind of work that may lawfully be carried out on the land. Examples of the kind of work that a Council might carry out under this section include: paving, road access construction, water and sewer connections and kerb and gutter works.

Upper Lachlan Shire Council has adopted a Private Works (Projects and Plant Hire) Policy to regulate and stipulate the requirements for the undertaking of private works within the Upper

Lachlan Shire Council area. The policy is designed to protect public funds and the integrity, security and reputation of the Council and its Staff and maintain a high level of services to the community.

Upper Lachlan Shire Council carries out work on private land in accordance with plant hire and labour rates established by Council when setting the Schedule of Fees and Charges. In 2016/2017 the total of such work was \$77,928.



12. AMOUNTS ATTRIBUTED OR GRANTED UNDER SECTION 356**Section 428 (2) (I)**

Section 356, of the Local Government Act 1993, permits Councils to resolve to contribute money or grant financial assistance to persons as a means of exercising Council functions. Council has established a Section 356 - Financial Assistance Policy and allocates funding annually in Council's Operational Plan for financial assistance / contributions to community, sporting and charity organisations.

The following is the list of Council Section 356 Contributions for 2016/2017 in \$: -

Bigga Golf Club (Ordinary Rates and Waste)	2,509
Bigga Primary School P and C	1,000
Bradley Hayes – Assistance towards medical expenses	5,000
Crookwell and District Historical Society	500
Crookwell AP and H Society (Ordinary Rates)	2,546
Crookwell A P and H Society (water use reduction)	500
Crookwell CWA (Ordinary Rates)	780
Crookwell High School – Business Week	100
Fullerton Anglican Church Property Trust (Ordinary Rates and Waste)	521
Goulburn and District Education Foundation	2,000
Goulburn Crookwell Heritage Railway Inc. (Waste, Water and Sewer Rates)	1,570
Grabben Gullen Hall and Recreational Reserve Trust (Waste Charge)	417
Gunning and District Community Health	10,000
Gunning Golf Club	1,000
Laggan Public School	100
Lions Club of Gunning (Notice Board Contribution)	375
Middle Arm Hall Progress Association (Ordinary Rates and Waste)	587
Narrawa and District War Memorial Hall (Ordinary Rates and Waste)	497
Ollie Anable – Sporting Representation Donation	200
South East Regional Academy of Sport (SERAS)	3,034
Southern Tablelands Regional Arts Council (STARTS) Membership	2,258
St Vincent De Paul (Ordinary Rates and Waste Charges)	2,163
Taralga A P and H Association	1,250
Taralga Australia Day Committee – Rodeo Contribution	500
Taralga Historical Society (Ordinary Rates and Water)	1,200
Taralga Medical Clinic (Ordinary Rates and Waste)	1,026
Taralga Playgroup	500
Taralga Public School	1,000
Taralga Small Schools Sports Sponsorship	285

In-kind Contributions

Crookwell Picnic Race Club (in kind watering - Binda Picnic Races)	500
Gunning Focus Group - Court House Rent	750
St Vincent De Paul (Mattress disposal)	180
Taralga Australia Day Committee – Rodeo DA fee	220

TOTAL CONTRIBUTIONS

\$45,068

In addition to the financial contributions listed above Council also provide in kind support to Committees of Council and waive public hall hire fees and Development Application fees for various community groups.



Robert Bill with Upper Lachlan Shire Council
Australia Day Ambassador Jacinta Tynan



L-R: Upper Lachlan Shire Council Mayor Brian McCormack with

Gunning Citizens of the Year Kathleen Webster (Collector) and
Patricia Hallam (Gunning)

2017 Upper Lachlan Shire Citizen of the Year

13. HUMAN RESOURCES ACTIVITIES

Section 428 (2) (m)

Council's Human Resources section encompasses a broad range of responsibilities which impact on Council's ability to operate efficiently and effectively, having regard to employment law, best practice, workplace relations, remuneration management, and work health and safety. Human resources initiatives also include recruitment and selection, annual performance reviews, workplace relations, training and development for employees and volunteers to meet the business needs of Council. In accordance with the State and Federal Industrial Relations legislation, Council supports a consultative process between management, employees and union representatives.

The Human Resources section is responsible for providing advice and professional assistance designed to assist in the attainment of business goals and objectives. Human resources aims to maximise the potential of Council's employees through shared goals, consultation and participation in the decision making processes, and working in an environment free from all forms of discrimination.

The Upper Lachlan Shire Council endeavours to see that organisational human resources activities are carried out within a clear and concise framework of policies, procedures and service standards helping to achieve the goal of best practice. The human resources policies and procedures are continually subject to review in consultation with relevant stakeholders and through consultative mechanisms.

The Workforce Plan

The Workforce Plan seeks to identify the strengths and weakness of Council in the area of human resource management and to outline the

broad strategies to be put in place to move forward in the next four years.

The Workforce Plan identifies and focuses on six (6) key strategic areas:-

1. Employee Attraction and Retention;
2. Employee Training, Learning and Development;
3. Organisational Development;
4. Performance Management;
5. Work Health and Safety (WH&S); and
6. Employee Relations.

The Workforce Plan is designed to support Council objectives including; being a responsible employer, working together as a team, fairness to all and an impartial assessment.

Recruitment and Selection

In conjunction with the Consultative Committee and in accordance with relevant legislation, the Council has continuously developed and implemented protocols and procedures for the recruitment and selection of employees that will complement organisational performance and ensure compliance with EEO principles. Protocols are subject to review within agreed timeframes to ensure currency.

The Human Resources section has developed and implemented new recruitment strategies for the organisation. One of the main strategies was to review the current procedures to attempt to attract quality staff to the organisation.

Council employee positions advertised externally and recruited:-

- Senior Stores Person
- Management Accountant
- Casual Labourers On Call
- Revenue Officer

- Administration Officer Gunning
- Ranger
- Event Marketing Officer
- Bigga Towns Person
- Library Assistant
- Tourism Officer
- Apprentice Horticulture
- Construction Overseer
- Casual Pool Attendants
- Customer Service Officer Taralga (maternity relief)
- Casual Project Coordinator
- Overseer Construction
- Executive Assistant Works and Operations
- Destination Marketing Officer
- Cadet Engineer

Council also advertised internally a number of positions to allow developing employees to progress to higher position within the organisation:-

- On Call Rangers
- Waste Depot Attendants
- Skilled Labourer Gunning
- Skilled Labourer Crookwell
- Plant Operator Grader
- Plant Operator Bridge Gang
- Plant Operator Roller

Performance Reviews

All Council employees are assessed annually against the documented accountabilities, responsibilities and performance measures applicable to their individual positions. The assessment process allowed staff the opportunity to document the skills and knowledge they had acquired since the previous performance review. Acquisition of skills and knowledge allows for progression through Council's salary system. The process encourages two way feedback and prompts discussion on career objectives, advancement opportunities and desired training.

All the position descriptions were reviewed and evaluated in line with changes in terms of position parameters responsibilities, accountabilities and new duties.

The annual performance appraisals for Council employees continue to play an important part in the Council's organisational structure and succession process, with employees gaining the skills required to progress through to higher positions and allow the organisation to identify future leaders. This process also identifies training needs for the organisation.

Policy and Procedure Review and Development

Upper Lachlan Shire Council reviews policies and procedures to keep up-to-date with legislative changes and best practice initiatives. The following policies were revised and implemented:-

- Flexible Work Arrangements Policy and Procedure
- Higher Grade Pay Policy
- Injury Management and Return to Work Policy and Procedures

Industrial Relations

Council has participated in the Local Government (State) Award 2017 negotiations with the Office of Local Government, Local Government NSW, and relevant Unions such as USU, DEPA, LGEA and Regional Organisation of Councils.

A lot of these changes will affect Council's policy and procedures in its management of working conditions, with many identified changes to the Award. Council will make relevant changes to the policies and procedures to accommodate these changes.

Human Resources Training Plan

Upper Lachlan Shire Council's Staff Training Plan is primarily designed to satisfy and maintain its needs for a workplace which has up to date knowledge, skills and potential necessary for the effective and efficient functioning of the organisation. This policy is designed to assist Council to develop the competency of its people and to develop a more highly skilled and flexible workforce.

OBJECTIVES:

- * To encourage employees in their personal and professional development and to assist them where necessary to maintain high levels of competence in their respective positions and vocations.
- * To provide development opportunities via a range of sources including training conducted by recognised private providers, training/coaching in specific skills areas provided by designated staff, on the job training by managers and team leaders, and approved tertiary studies.
- * To provide assistance to employees where a course of study can be demonstrated to enhance their competence, and is of benefit to the Council's service provision, and the employee's ability to fulfil their position requirements.
- * To facilitate the development of a Training Plan that will match training and development processes to the current and future skill requirements of Council and the career development needs of employees.
- * To ensure that expenditure in training matters is used in a cost effective manner.
- * To comply with Local Government (State) Award and other legislative and regulative provisions related to Council.

Training and Development

Council has implemented an on-line training system that provides compliance packages that all staff can access. The training programs that were available included:-

- Bullying and Harassment
- EEO
- Privacy
- Alcohol and Other Drugs
- Code of Conduct
- Work, Health and Safety

Council has entered into a contract with a training provider ELMO and will be rolling out the new learning platform in 2017/2018.

Training plans are developed and reviewed every twelve months following the annual performance reviews. Council has established a comprehensive training plan for all Council employees, the following courses were undertaken throughout the financial year:-

- Privacy and Personal Information Protection;
- Code of Conduct;
- Equal Employment Opportunity;
- Alcohol and other Drugs Information/Training Sessions ;
- Certificate of Completion e-learning - The Director Mindset;
- Certificate of Completion e-learning - Interpreting Financial Statements ;
- Recover at Work For Supervisors;
- Traffic Control Apply Plans & Introduction (Yellow);
- Traffic Controller (Blue);
- Traffic Control Plans Design and Audit (Orange);
- Provide First Aid;
- ChemCert Chemical User Training;

In 2016/2017 total staff training costs were \$179,057 this includes the employees' time, salaries and training course fees. The training costs excluding salaries and wages totalled \$120,201.

There were also staff recruitment expenses incurred that totalled \$29,010 which included medical examinations, advertising and interview expenses; however, this amount excludes staff salaries and wages expenses.

14. IMPLEMENTATION OF EQUAL EMPLOYMENT OPPORTUNITY MANAGEMENT PLAN

Section 428 (2) (n)

Equal Employment Opportunity is ensuring that there is no direct discrimination, indirect discrimination or harassment against anyone in the workplace. All persons do have an equal right and fair opportunities when applying for a position in the workplace or whilst employed by Council. By the implementation of an EEO Policy and Programme, a more productive workplace will develop and this will result in a better service to the community.

The purposes of Council's EEO Policy are to ensure that:-

- The best available person is selected for each position;
- The right people are trained in the correct and most appropriate functions;
- The most suitable/best person is promoted;
- Every employee is developed to reach their full potential no matter what sex, age, race and so on;
- Every employee is able to work productively in a non-threatening and non-harassing environment.

The goal of an EEO Programme is to ensure that for any position the best available person is selected. In other words, a person's race, sex,

marital status, membership of an ethnic or migrant group or physical, intellectual or psychiatric impairment or homosexuality, etc., should not reduce his / her chance of employment or promotion or access to employment benefits.

In practical terms, a commitment to EEO means that staff selection must be accurate, fair, accountable and systematic and promotions should be based solely on merit. Decisions about Staff selection must be made on job-related criteria and should not render Council, as the responsible employer, to charges of unlawful discrimination.

EEO Plans have been developed to ensure adequate training and exposure is given to all staff to ensure they are aware of EEO principles and the Council's adopted policy. Council continues to place great emphasis on its Equal Employment Opportunity Management Plan to ascertain its relevance in relation to Council's operations.

Throughout the year, Council continued to implement EEO Policies. All newly appointed Council employees are provided with a copy of Council's EEO Management Plan to enable them to be fully aware of the principles and guidelines that Council has adopted as part of their induction procedure.

Also, all staff members have been provided with a copy of Upper Lachlan Shire's adopted Code of Conduct. Upper Lachlan Shire Council's has also adopted an Equal Employment Opportunity Management Plan and an Equal Employment and Anti-Discrimination Policy which states the following EEO program activities and sets EEO performance targets.

EEO PROGRAM ACTIVITIES

EEO Policy Statement

1. Objective

To demonstrate management and organisational commitment to EEO, ensure there is an understanding of EEO principles, and keep staff informed about the EEO Management Plan.

2. Strategies

To ensure there is organisational commitment to EEO and an understanding of EEO principles by all employees.

3. Target Group

All existing and prospective employees of Council, elected Councillors, Committees of Council and Council volunteers.

4. Actions

4.1 Review the policy statement to ensure it contains the following:-

- a) A positive commitment by Council to implementing the EEO program and incorporating EEO principles into all Council operations;
- b) Brief explanation about EEO and the positive benefits EEO will bring to Council as an organisation and to all Council Staff;
- c) A brief statement about the Anti-Discrimination Act and the responsibility of Council to ensure a discrimination-free workplace;
- d) A brief outline of the EEO Management Plan and proposed activities including;
- e) Articulates the aims and summary of objectives;
- f) Priority strategies in various areas i.e. recruitment, training;
- g) A clear statement of responsibility of all Managers / supervisors in preventing discrimination and promoting EEO;

- h) The Council Resolution adopting the EEO Policy and Management Plan;
- i) Endorsement of the General Manager and Mayor.

4.2 Gain management and staff commitment.

4.3 Seek union/s agreement.

4.4 Submit EEO Policy to Council for adoption.

4.5 Keep employees involved and updated on EEO issues by distribution through the following channels:-

- a) Memo/circular or with pay advice/packets;
- b) Notice boards;
- c) Shire Newsletter;
- d) Include in personnel manual/induction booklets;
- e) Include in staff induction and training courses.

4.6 Inform local residents in pamphlets; distribute with rate notices/in library, local press, etc.

EEO Performance Targets

5.1 EEO Policy Statements

5.1.1 EEO policy publicised and distributed to staff.

5.1.2 Copy of the EEO Policy is issued to all staff, and human resources discuss the contents and requirements of the EEO policy in their initial Employee Induction Process.

5.2 Communication and Awareness Raising

5.2.1 All new employees attend EEO sessions as part of Induction training programs.

5.2.2 Put into practice as part of all new staff Induction Process.

5.2.3 Random sampling of employees' awareness / understanding of EEO is undertaken on a regular basis through mediums such as selection interviews and exit interviews.

5.2.4 EEO questions are implemented into the selection criteria as well as the EEO questions in the interview process for all positions.

5.2.5 Quarterly progress reports on EEO achievements are prepared and distributed to all staff.

5.2.6 Department monthly and quarterly meetings are held and all Departments are aware of their responsibilities under the provisions of the EEO policy.

5.2.7 Report on EEO Management Plan is prepared annually for inclusion in Council's Annual Report.

5.2.8 The Human Resources Coordinator in concurrence with the Department Directors and General Manager, review, amend and forward document to Council meeting for adoption.

5.3 Appointment, Promotion and Transfer

5.3.1 Immediate and ongoing.

5.3.2 The Human Resources Coordinator in concurrence with the Department Directors and General Manager, review, amend and forward the Recruitment and Selection Policy to Council annually, with the provisions outlined.

- All employee recruitment and selection will be in accordance with equal employment opportunity principles and EEO Management Plan, Anti-Discrimination Act 1977, the Local Government Act 1993 and the Local Government (State) Award 2017.

5.4 Training and Development

5.4.1 Immediate and ongoing.

5.4.2 The Human Resources Coordinator in concurrence with the Managers and supervisors from their relevant Departments, review, amend and forward training needs analysis annually. This data is collated from the annual performance reviews, and is prioritized to meet organisational objectives in a timely and cost effective manner. The process is designed to avoid and / or eliminate any opportunity of discrimination outlined in Council's EEO Management Plan.

5.5 Conditions of Employment

5.5.1 Immediate and ongoing.

5.5.2 All conditions of employment will be in accordance with Council's Recruitment and Selection Policy and procedures in complying with equal employment opportunity principles and EEO Management Plan, Anti-Discrimination Act 1977, the Local Government Act 1993 and the Local Government (State) Award 2017.

5.6 Harassment and Grievance Procedures

5.6.1 EEO Annual Report is produced on an annual basis for the year ending 30th June.

5.6.2 EEO Management Plan is reviewed on an annual basis and amended as necessary.

5.6.3 Bullying and Harassment Prevention training was completed On Line by all staff members throughout 2016/2017 with all the supervisory positions being given priority to assist their skills in identifying and addressing issues relating to bullying and harassment. There will be ongoing training for new staff each year.

15. DELEGATIONS TO EXTERNAL BODIES

Section 428 (2) (o)

The following external bodies were delegated functions by Council during 2016/2017:-

Bigga Memorial Hall Committee

Functions of the Committee: The care, control and management of the Bigga Memorial Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Binda Cemetery Committee

Functions of the Committee: The care control and management of the Binda Cemetery in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Binda Hall Committee

Functions of the Committee: The care control and management of the Binda Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Breadalbane Community Hall Committee

Functions of the Committee: The care, control, management and organisation of the Breadalbane Community Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council.

Collector Oval Committee

Functions of the Committee: The care, control, management and organisation of the Collector Oval in accordance with the requirements of the Local Government Act and Regulations, 1993,

Council policies and within any funds that may be voted by Council.

Collector Pumpkin Festival

Functions of the Committee: The care, control, management and organisation of the Collector Pumpkin Festival in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council.

Collector Wind Farm Community Enhancement Program Committee

Functions of the Committee: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Community Technology Centre Committee

Functions of the Committee: The care, control, management and organisation of the Community Technology Centres in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council.

Crookwell Christmas in the Park Committee

Functions of the Committee: The care, control, management and organisation of the Crookwell Christmas in the Park function in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council.

Crookwell and District Arts Council

Functions of the Committee: The care, control, management and organisation of the Crookwell Arts Council in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council.

Crookwell and District Historical Society

Functions of the Committee: The care control and management of the history of the Crookwell portion of the area in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Crookwell II and III Wind Farm Community Enhancement Program Committee

Functions of the Committee: To provide community representation with regards to the Community Enhancement Program for the benefit of the eligible target community.

Crookwell Memorial Hall Committee

Functions of the Committee: The care, control and management of the Crookwell Memorial Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council. A Plan of Management for the facility for a period of five years is agreed in accordance with the management arrangement with Council.

Crookwell Potato Festival Committee

Functions of the Committee: The care, control, management and organisation of the annual Crookwell Potato Festival in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any budget that is voted by Council.

Cullerin Wind Farm Community Enhancement Program Committee

Functions of the Committee: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Dalton Power Station Community Enhancement Program Committee

Functions of the Committee: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Economic Development Task Force Committee

Functions of the Committee: To consider and improve economic development strategies for the Upper Lachlan Shire with the Taskforce's aims being:

- To work closely with Shire staff and Council, via the Economic Development Officer.
- To develop and pursue strategies to improve the services, infrastructure and lifestyle of the shire.
- To increase the job opportunities in the Shire allowing existing businesses to be successful and expand.
- To increase the population of the shire in a controlled manner by promoting the residential qualities, relaxed lifestyle and attractiveness of the area.
- To identify, plan and attract professionals, businesses and light industry to the Shire.
- To build on the Shire's rural strengths.

Gullen Range Wind Farm Community Enhancement Program Committee

Functions of the Committee: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Gunning Courthouse Management Committee

Functions of the Committee: The care, control, management and organisation of the Gunning Courthouse Centre in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council.

Gunning Golf Club Management Committee

Functions of the Committee: The care, control, management and organisation of the Gunning Golf Club in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council.

Gunning Shire Hall and Showground Precinct Advisory Committee

Functions of the Committee: To provide advice with respect to the care, control, management and organisation of the Gunning Shire Hall and Showground Precinct in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council.

Pye Cottage Precinct Committee

Functions of the Committee: To provide advice with respect to the care, control, management and organisation of the Pye Cottage and Precinct in accordance with the requirements of the Local Government Act and Regulations, 1993, Council

policies and within any funds that may be voted by Council.

Rye Park Wind Farm Community Enhancement Program Committee

Functions of the Committee: To provide community representation with regards to the Community Enhancement Program for the benefit of the eligible target community.

Sporting Fields Committee

Functions of the Committee: To advise Council on matters involving the use, maintenance and improvement of Sporting Fields throughout the Upper Lachlan Shire.

Stonequarry Cemetery Committee

Functions of the Committee: The care control and management of the Stonequarry Cemetery in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Taralga War Memorial Hall Committee

Functions of the Committee: The care, control, management and organisation of the Taralga Memorial Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council.

Taralga Wind Farm Community Enhancement Program Committee

Functions of the Committee: To provide community representation with regards to the Community Enhancement Program for the benefit of the eligible target community.

Tony Foley Memorial Gunning District Community Centre Committee

Functions of the Committee: The care control and management of the Tony Foley Memorial Gunning District Community Centre in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Tuena Hall and Recreation Area Committee

Functions of the Committee: The care control and management of the Tuena Hall and Recreation Area in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Upper Lachlan Access Committee

Functions of the Committee: Provide input to Council on access issues and to assist with the ongoing development of the Disability Action Plan.

Upper Lachlan Tourist Association

Functions of the Committee: The care control and management of the tourist function of the Upper Lachlan area in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Upper Lachlan Australia Day Committee

Functions of the Committee: The Australia Day Committee will be responsible for the co-ordination of the official Australia Day celebrations across the Upper Lachlan Shire subject to the Australia Day Council Guidelines the Committee's responsibilities in respect of this event are as follows:

a) The Committee will: organise the Ambassador, provide recommendations to Council on the annual Australia Day Awards and be responsible for expenditure as per Operational Plan allocation.

b) The Council will: be responsible for any administrative assistance to the Committee and be responsible for funding as per the Operational Plan each year.

Youth Council (YA'MAD)

Functions of the Committee: The care, control, management and organisation of the Upper Lachlan Shire Youth Council in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any budget that is voted by Council annually.

Audit, Risk and Improvement Committee

Functions of the Committee: The Audit, Risk and Improvement Committee will act as an advisory Committee to Council. The primary role of the Committee is to assist Council in the effective operation of its responsibilities for financial reporting, risk management, governance, investments, to maintain and review the internal control systems and to facilitate the organisation's ethical development. The committee will liaise with Council's external auditor and internal auditor to facilitate achieving the organisational goals and maintaining efficient work practices.

Building Review Committee

Functions of the Committee: Provide recommendations to Council on options for possible locations for a new Community and Civic Centre and the possible relocation of the Works Depot in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

16. NOXIOUS WEEDS REPORT

Under the Noxious Weeds Act 1993, Council has the responsibility, as the Local Control Authority, to control noxious weeds on lands under its jurisdiction and to also ensure that landowners within our area carry out their responsibility to control noxious weeds on land they own or occupy.

Control of Noxious Weeds on Council Land

In 2016/2017, Council's Noxious Weeds Section implemented a weed control program to control noxious weeds on roadsides, reserves and parks that are under Council's control. Council's Staff conducted this weed control program, which aimed to control noxious weeds to the standards specified in the control measures of the weed control orders made by the NSW Government. The outcomes of this weed control program were regularly reported to Council during the year.

Council's noxious weed control program focused on priority noxious weeds and new weed incursions with this program aimed at preventing the spread of noxious weeds from land under the responsibility of Council to land free of noxious weeds or where weeds had been controlled.

The intent of this control program is to set a positive example for weed control within our community. All complaints received during the year were investigated by Weed Officers and appropriate action taken to control infestations as specified in the control class.

Control of Noxious Weeds on Privately Owned Land

Noxious Weeds Inspection

During the year, Weed Officers conducted a private property inspection program which relied heavily on the local experience of the inspectors and also surveys conducted to target specific noxious weed problem areas.

During 2016/2017, 639 private property inspections, 9 programmed surveys, 87 high risk pathway sites and 2015 kilometres of transport pathway surveys were conducted with a range of actions taken to ensure that a maximum level of noxious weed control compliance was achieved. The aim of this inspection/survey program was to identify new weed incursions and gain the co-operation of landholders to participate in control programs.

Where it was found that landholders were not carrying out their responsibilities to control noxious weeds an enforcement procedure was utilised to initiate weed control work.

During the year information on a range of weed related issues were addressed in Council's newsletter, however the most effective method of communication and education with our community continued to be conducted on a one on one basis between Weed Officers and Landholders during the private inspection programs. Weed staff also attended and spoke at a number of meetings and Field Days during the year and weed control information was available from Inspectors at each of Council's offices.

17. CONTROLLING INTEREST IN COMPANIES

Section 428 (2) (p)

Upper Lachlan Shire Council does not hold a controlling interest in any company.

18. PARTNERSHIPS, CO-OPERATIVES OR JOINT VENTURES

Section 428 (2) (q)

Partnerships, co-operatives or other joint ventures to which Council was a party in 2016/2017 are as follows:-

- 1) Upper Lachlan Shire Council is a member of the Central Regional Organisation of Councils (CENTROC). CENTROC is located in the central west of NSW, and facilitates regional cooperation and resource sharing.
- 2) Upper Lachlan Shire Council is a member of the constituted Canberra Region Joint Organisation of Councils (CBRJO) which facilitates regional cooperation and resource sharing.
- 3) Southern Tablelands Library Cooperative – comprises Upper Lachlan Shire, Yass Valley and Goulburn Mulwaree Councils (note: ceased on 30 June 2017).
- 4) Southern Tablelands Regional Arts Council (STARTS) – is a partnership between Arts NSW and Upper Lachlan Shire Council, Hilltops Council, Goulburn Mulwaree, Queanbeyan Palerang Regional Council, Wingecarribee Shire, Wollondilly Shire and Yass Valley Councils.
- 5) Southern NSW Regional Tourism Organisation – newly formed and Upper Lachlan Shire is a member.
- 6) Southern Tablelands and South Coast Regional Noxious Plant Committee.
- 7) South East Resource Recovery Regional Organisation of Councils (SERRROC).

- 8) StateWide Mutual Limited for Local Government (Jardine Lloyd Thompson’s Mutual Liability Scheme and Risk Management).

19. RATES AND CHARGES ABANDONED

Section 428 (2) (r) and Clause 132 of Local Government (General) Regulation 2005

During the 2016/2017 financial year an amount of \$17,912 was written-off related to water supply annual charges and user charges. The income abandonment related to water usage accounts for undetected water leaks in accordance with Council policy and the Gunning Roos Rugby League Club water use account on Council Gunning Showground facility.

Upper Lachlan Shire Council provided rate relief to pensioners during the financial year totalling \$215,850, including the following distributions:-

General Purpose Pension Abandonment	\$101,254
Water Supply Pension Abandonment	\$ 34,138
Sewerage Services Pension Abandonment	\$ 31,003
Domestic Waste Pension Abandonment	\$ 49,456

20. COMPANION ANIMALS

Companion Animals Act and Clause 217 (1) (f) of Local Government (General) Regulation 2005

Activities relating to enforcing and ensuring compliance with the Companion Animals Act and Regulations included collection and lodgement of data relating to pound activities and dog attacks and also various community education activities. Council has developed and adopted a local Companion Animals Management Plan to improve outcomes in the area of companion animal's management in the Upper Lachlan local government area.

The 2016/2017 Upper Lachlan Shire Council pound data collection return showed that 53 dogs and 3 cats had been seized and transferred to Council's pound facility. From the 56 animals seized; 25 were euthanized, 29 were released to owners and 2 were released to rescue organisations.

Upper Lachlan Shire Council expended \$64,110 on animal control activities, including impounding and controlling stock. Council has an employee who undertakes the animal control functions and enforcement.



LOCAL GOVERNMENT (GENERAL) REGULATION 2005 – CLAUSE 217 (1)

a) OVERSEAS VISITS FUNDED BY COUNCIL

During the 2016/2017 financial year there were no overseas visits undertaken by Councillors, Council employees or other persons on behalf of Upper Lachlan Shire Council.

b) STATEMENT OF REMUNERATION FOR SENIOR STAFF (as per No. 7 above).

c) ACTIVITIES FOR CHILDREN

Council has continued its programme to expand the provision of modern playground equipment in Council's parks and gardens operations. Council is replacing older equipment with modern safer items that meet all relevant safety standards.

Council has playground equipment in all the 13 towns and villages within the Shire, with multiple playground facilities provided in the towns.

In conjunction with various community organisations, Council is continuing to provide barbeque areas in its parks and gardens together with additional shaded areas that enable families and children to access these areas on a frequent basis.

The Council provides two Branch Library services for the community at Crookwell and Gunning. The libraries continue to provide free public access to computers and Wi-Fi, as well as a range of children library services and activities at the libraries.

Council provides the community with two outdoor swimming pools which are owned and operated by Council. The swimming pools are located in Crookwell and Gunning and operate for 4-5 months of the summer period and are well

patronised by children and by the local Swimming Club and the Primary Schools in the district.

Council has provided a skate ramp for the community at Goodhew Park in Taralga for over a decade. Two years ago Council, in conjunction with the community and Veolia Mulwaree Trust, has installed a new skate park in Gunning. Further, Council in conjunction with the NSW Government, Veolia Mulwaree Trust, community, youth of Crookwell and Lions Club has installed the Crookwell skate park at Clifton Park.

Council maintains numerous sportsgrounds within the Shire, which are in an excellent condition. These sporting grounds are utilised for a variety of sports competitions such as tennis, cricket, rugby league, rugby union, touch football, soccer, hockey, athletics and golf.

Council indirectly supports children by way of donations to primary and secondary Schools within the Shire, and leases Crown land to the SDN Children's Services who provide a pre-school in Crookwell. Council continues to be a financial partner of the South East Regional Academy of Sport (SERAS) who provide scholarships for young talented sports persons.



d) ACCESS AND EQUITY ACTIVITY SUMMARY

i. SOCIAL AND COMMUNITY PLAN

Social and Community Plans are a key mechanism by which to build a healthy and vibrant community to enhance the everyday lives for residents and cater to community needs. Council is committed to developing at least one social and community plan every five years to assist Council to take into account the needs of its community and provide or advocate for appropriate and accessible services and facilities for the benefit of the community.

Council adopted its first Social and Community Plan 2007 – 2012 in 2006. This Plan was then reviewed and revised in 2013 and again in 2014 with the Social and Community Plan 2013 – 2018 adopted on the 19 June 2014. The Social and Community Plan includes demographic information about the population of the LGA in addition to looking at the needs of people with disabilities, people from culturally and linguistically diverse backgrounds, Aboriginal people, children, young people, women, and older people as required. Council also included men, mental health and wellbeing, the farming community and transport as issues and groups examined.

Council adopted a Disability Inclusion Action Plan 2017–2020 in June 2017. Council is working towards creating a Shire that provides equal opportunity for people with disability, their carers and families to use and enjoy the public spaces and opportunities our Shire has to offer. The Plan demonstrates Council’s commitment to improving the quality of services, facilities, systems and programs over a four year period.

A Crime Prevention Plan has not been completed.

Please see the complete copy of the reviewed and updated Social and Community Plan provided as Annexure Document “B” and the Disability Inclusion Action Plan 2017 – 2020 at the end of the Annual Report. This details the Action Plan performance against identified targets.

e) COMPETITIVE NEUTRALITY

- i The pricing principles and requirements of competitive neutrality have been applied by Upper Lachlan Shire Council for the three Category 2 businesses:-
 - Water Supply service;
 - Sewerage service; and
 - Domestic Waste Management service.

ii. CATEGORY 1 BUSINESS ACTIVITIES

Under the principle of competitive neutrality, Council does not have any Category 1 businesses that meet the specific requirements of competitive neutrality and consequently have no performance comparison requirements.

iii. CATEGORY 2 BUSINESS ACTIVITIES

As at 30 June 2017, Council has three Category 2 businesses, namely the Water Supply, Sewerage service and Domestic Waste Management service for the Upper Lachlan Shire Council area.

The Water Supply business unit operates for the following towns; Crookwell, Gunning, Dalton and Taralga. The Sewerage service operates in the following towns; Crookwell, Gunning and Taralga. The Domestic Waste Management service operates in all towns

and villages on the designated collection route within the Upper Lachlan Shire Council area.

Details of the three Category 2 businesses performances can be found in Council's Special Purpose Financial Statements, which are presented as an attachment at the end of the Annual Report.

iv. CATEGORY 2 COMPETITIVE NEUTRALITY PRICING

Council has established a Complaints Management Policy to deal with Competitive Neutrality complaints in conjunction with Council's Code of Business Practice. The Complaints Management Policy and Code of Business Practice are available to the public in the main customer service area of Council's Administration Offices in Gunning and Crookwell, is included in Council's Policy Register and is available on Council's website. The documents state the objectives and intent of handling customer complaints in an efficient and effective manner and include an application form for registering and dealing with all customer complaints within set response timeframes.

v. CATEGORY 2 PERFORMANCE COMPARISON

Throughout 2016/2017, Upper Lachlan Shire Council did not receive any competitive neutrality complaints in relation to its Category 2 businesses operations.

f) STORMWATER MANAGEMENT SERVICES

Stormwater drainage maintenance and construction is carried out according to the needs and resources available and allocated by Council's Works and Operations Department. Council's Operational Plan outlines that all town's stormwater drainage works including the cleaning, clearing and maintenance are to be completed in accordance with the Operational Plan budget allocation.

Council levied a Stormwater Management Charge for the specific purpose of improving the existing stormwater and drainage infrastructure. The annual charge is levied in accordance with the Local Government (General) Amendment (Stormwater) Regulation 2006, under Section 496A, of the Local Government Act 1993. The charge is applicable to all urban land within a city, town or village that is categorised as Residential and Business, excluding vacant land.

The Stormwater Management annual charge is levied in four towns; those towns are Collector, Crookwell, Gunning and Taralga. The income raised by the annual charge in 2016/2017 totalled \$45,383. The income generated from the stormwater levy is in Council's externally restricted reserve fund that currently totals \$236,386.

In 2016/2017 zero dollars were expended from the stormwater management charge.

Upper Lachlan Shire Council also maintains stormwater operational expenditure each year exclusive from the Stormwater Management levy of \$15,000.

GOVERNMENT INFORMATION (PUBLIC ACCESS) APPLICATION – ANNUAL REPORT 2016/2017

Under Section 125 (1) of the Government Information (Public Access) Act 2009, each agency must, within 4 months after the end of each reporting year, prepare an Annual Report on the agency's obligations under this Act.

Under Clause 7, of the Government Information (Public Access) Regulation 2009 the Annual Report must include the following:-

7 (a) Details of the review carried out by the agency under Section 7 (3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review.

Section 7 of the Act - Authorised proactive release of government information – at subsection (3), provides that... An agency must, at intervals of not more than 12 months, review its program for the release of government information under this section to identify the kinds of government information held by the agency that should in the public interest be made publicly available and that can be made publicly available without imposing unreasonable additional costs on the agency.

Yes – a review was carried out by Upper Lachlan Shire Council in June 2017. A review of Council's Agency Information Guide was amended and readopted by Council on 17 August 2017. The focus by Council is on ease of access to information and to provide as much information wherever practicable via the Council website and at the three Council administration offices and two libraries.

As a result of the review Council decided to proactively release the following information:-

- Crookwell 2 and 3 Wind Farms Community Enhancement Program;
- Public Interest Disclosures – Internal Reporting Policy;
- Related Parties Disclosures Policy;
- New Residents Incentives Policy and Program;
- Fraud and Corruption Prevention Policy;
- Payment of Expenses and Provision of Facilities Policy;
- Investment Policy and Investment Strategy;
- Disability Inclusion Action Plan;
- Cultural Plan 2017-2020;
- End of Term Report Community Strategic Plan Vision 2023;
- Report on Library Services Model Review;
- Public Access and Mobility Plan (PAMP);
- Floodplain Risk Management Plan and Study;
- The Tablelands Regional Community Strategic Plan 2016-2036; and
- Community Engagement Strategy and Communications Plan.

7 (b) The total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications).

There was one (1) valid Access Application received and determined by Council during 2016/2017.

7 (c) The total number of access applications received by the agency during the reporting year that the agency refused,

either wholly or partly, because the application was for the disclosure of information referred to in Schedule 1 to the Act (Information for which there is conclusive presumption of overriding public interest against disclosure).

There was zero Access Applications refused by Council in regards to Schedule 1 of the Act.

7 (d) Information, as set out in the form required by the tables in Clause 7 (d) and Schedule 2, relating to the access applications (if any) made to the agency during the reporting year.

Please see the required information set out in the below tables.

SCHEDULE 2 - STATISTICAL INFORMATION ABOUT ACCESS APPLICATIONS TO BE INCLUDED IN ANNUAL REPORT

Table A: Number of applications by type of applicant and outcome*								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private Sector business	0	0	0	0	0	0	0	0
Not for profit organisations or community groups	0	0	0	0	0	0	0	0
Members of the public (application by legal representative)	0	0	0	0	0	0	0	0
Members of the public (other)	1	0	0	0	0	0	0	0

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Personal information applications*	0	0	0	0	0	0	0	0
Access applications (other than personal information applications)	1	0	1	0	0	0	0	0
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0

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

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

Table D: Conclusive presumptions of overriding public interest against disclosure: matters listed in Schedule 1 of the Act

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

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

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

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

Table F: Timeliness

	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	1
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	0
Total	1

	Decision varied	Decision upheld	Total
Internal review	0	1	1
Reviewed by Information Commissioner*	0	0	0
Internal review following recommendation under section 93 of the Act	0	0	0
Review by NCAT	0	1	1
Total	0	2	2

*The information Commissioner does not have the authority to vary decisions, but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

	Number of applications for review
Applications by access applicants	1
Applications by persons to whom information the subject of access application relates (see Section 54 of the Act)	0
Total	1

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



Taralga Wind Farm

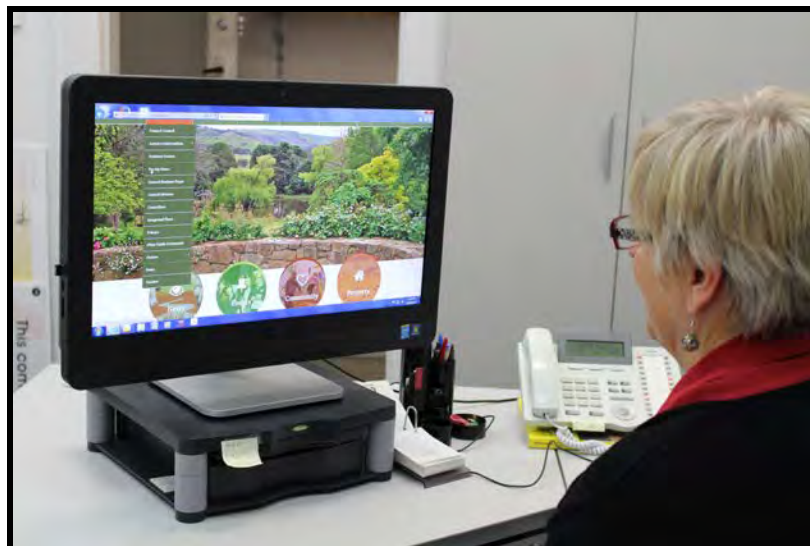
PUBLIC INTEREST DISCLOSURES ACT – ANNUAL REPORT

Report to the NSW Ombudsman

Reporting Period: July 2016 to June 2017

Submitted On: 24 July 2017

	Made by public officials performing their day to day functions	Under a statutory or other legal obligation	All other PID's
No of public officials who made public interest disclosures to your public authority	0	0	0
No of public interest disclosures received by your public authority	0	0	0
Of public interest disclosures received, how many were primarily about:			
- Corrupt conduct	0	0	0
- Maladministration	0	0	0
- Serious and substantial waste	0	0	0
- Government information contravention	0	0	0
- Local government pecuniary interest contravention	0	0	0
No of public interest disclosures (received since 1 Jan 2012) that have been finalised in this reporting period		0	
Have you established an internal reporting policy?			Yes
Has the head of your public authority taken action to meet their staff awareness obligations?			Yes
If so, please select how staff have been made aware:			
Training provided to new staff during induction			



PRIVACY AND PERSONAL INFORMATION ACT 1998**Section 33 (3)**

The Privacy Code of Practice for Local Government was approved by the Attorney General and was made by Order published in the Government Gazette on 30 June 2000. By virtue of Section 32, of the Privacy and Personal Information Protection Act 1998, Upper Lachlan Shire Council is bound by the Privacy Code of Practice for Local Government.

The Privacy Code of Practice for Local Government provides for the protection of personal information and for the protection of privacy of individuals generally. A Privacy Management Plan sets out the various information protection principles, training, induction and internal review procedures by which Council manages any private and personal information it holds. Upper Lachlan Shire Council resolved to adopt the updated model Privacy Management Plan for Local Government (without amendment) as supplied by the Office of Local Government in 2013. Council has reviewed and adopted the Privacy Management Plan and Privacy Policy on 15 June 2017.

Upper Lachlan Shire Council has appointed, the Director of Finance and Administration, Andrew Croke, as the Privacy Contact Officer. The Privacy Contact Officer will review all complaints received by Council with respect the Privacy and Personal Information Protection Act 1998.

Section 33 (5)

Upper Lachlan Shire Council had no complaints pursuant to the Privacy and Personal Information Protection Act 1998.

ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979**Section 93 (G) (5)**

Upper Lachlan Shire Council has entered into a Voluntary Planning Agreement with AGL Energy Ltd on 11 September 2012 in relation to critical infrastructure project known as the Dalton Gas Fired Power Station.

Upper Lachlan Shire Council has a Community Enhancement Program agreement with Goldwind Australia Pty Ltd on 24 October 2013 in relation to the State Significant Development of Gullen Range Wind Farm project.

Upper Lachlan Shire Council has a Community Enhancement Program agreement with Taralga Windfarm Nominees Pty Ltd on 7 September 2014 in relation to the State Significant Development of Taralga Wind Farm project.

Upper Lachlan Shire Council has a Community Enhancement Program agreement with Energy Development on 20 October 2016 in relation to the Development of the Cullerin Range Wind Farm project.

Upper Lachlan Shire Council has a Community Enhancement Program agreement with Crookwell Development Pty Ltd on 27 July 2017 in relation to the State Significant Development of Crookwell II and III Wind Farm project.

Upper Lachlan Shire Council has a Community Enhancement Program agreement with Rye Park Renewable Energy Pty Ltd on 21 August 2017 in relation to the State Significant Development of Rye Park Wind Farm project.

APPENDIX B – DELIVERY PROGRAM ACTIONS REPORT

The Delivery Program Actions are integrated with the Community Strategic Plan CSP Strategic Objectives with references also provided to the Community Aspirations. Each six month period the General Manager is to provide a progress report with respect to the Delivery Program principal activities and program actions.

CSP STRATEGIC OBJECTIVE NO 1 - SOCIAL

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
1.1 - Support the retention of medical and health care facilities in the towns.	Support medical practitioners by providing available community buildings to facilitate health care service provision.	Director of Environment and Planning	People attaining health and wellbeing.	Completed – community buildings are leased to facilitate health care services.
1.2 - Support provision of ageing population services and aged accommodation.	Liaise with government agencies and associated community groups in advocating for adequate aged care services and accommodation.	Director of Environment and Planning	To cater for a diverse community.	Completed – ongoing liaison continued. Council has adopted the new Disability Inclusion Action Plan.
1.3 - Lobby for improved mobile telephone, broadband, and television reception services.	To ensure regional and rural areas are included in the roll out of Federal Government technological initiatives.	Director of Works and Operations	Community liaison to preserve and enhance community facilities.	Completed – mobile telephone towers installed in Golspie and Dalton and Crookwell TV translator tower installed. NBN expected to be provided by end of 2017.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
1.4-1 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Number of actions of the Social and Community Plan, Cultural Plan and Ageing Strategy are implemented.	Directors of Environment and Planning Finance and Administration	To engage and include all sections of the community.	Completed - review of Social and Community Plan undertaken. Cultural Plan reviewed in June 2017 and funding program implemented.
1.4-2 - Retain the youth population demographic and provide appropriate facilities.	Number of consultations held with youth groups. Continue support of the Youth Committees.	Director of Environment and Planning	Resilient and adaptable communities.	Youth Council meetings were held. Youth week activities were held in April 2017.
1.5 - Lobby for retention of education facilities.	Advocate for education facilities from pre-school to high school to be retained in the Shire's towns.	General Manager	To engage and include all sections of the community.	Completed - continue advocacy to retain current education facilities and Council support to local schools by donations.
1.6 - Protect all significant heritage sites to preserve the diverse history of the Shire.	Number of heritage sites receiving funding over three year program.	Director of Environment and Planning	To embrace cultural and historical heritage.	Completed - 6 heritage projects received grant funding in 2016/2017. The projects were completed.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
1.7 - Social inclusion for all disparate communities.	Provision of recreational opportunities and upgrade to existing public recreational facilities within the Shire towns.	Director of Works and Operations	A built environment enhancing the lifestyle of a diverse community.	Completed - maintenance work on sportsgrounds is ongoing. New Crookwell Skate Park and outdoor gymnasium projects are now open for public use.
1.8 - Manage and upgrade Council's public buildings and community centres.	Regular communication and support of Section 355 Committees arrangements. Preparation and review Council buildings and prepare strategy on future arrangements.	Director of Environment and Planning	Community liaison to preserve and enhance community facilities.	Completed - communication and support to S355 Committees is being provided. Building Plans of Management are in place.
1.9 - Encourage recreational, cultural and leisure activities while maintaining public safety standards.	Provide funding for existing library and swimming pool facilities. Also, manage animal control and sporting grounds activities.	All three Council Department Directors	Community liaison to preserve and enhance community facilities.	In Progress - grant project resurfacing work completed at Crookwell pool. Crookwell and Gunning Library building maintenance works are pending.

CSP STRATEGIC OBJECTIVE NO 2 - ENVIRONMENTAL

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
2.1 - Address environmental degradation issues, i.e. noxious weeds control.	Review of long-term Noxious Weeds Management Strategy.	Director of Environment and Planning	A prosperous economy with the balanced use of our land.	Pending - review of policy not complete. Further consultation required due to the implementation of the new Biosecurity Act and Regulations.
2.2 - Improve urban streetscape and CBD.	Town beautification and improvement initiatives to be examined. Street Cleaning and maintenance programs implemented.	Director of Works and Operations	A built environment enhancing the lifestyle of a diverse community.	In Progress - town street maintenance ongoing. Streetscape program consultant has been engaged to consult with the community re improvement works in town and village centres.
2.3 - Reduce the amount of waste to landfills and provide a Strategic Waste Management Plan and strategies for future waste service provision.	Implement improvement upgrades to waste centres. Comply with EPA guidelines for management of waste facilities.	Director of Works and Operations	To protect and enhance the environment.	In Progress - consultant engaged to redesign Crookwell landfill. Council is investigating the landfill redesign in conjunction with the EPA.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
2.4 - Promote environmentally sustainable developments (ESD).	Review, update and implementation of Upper Lachlan LEP and Development Control Plans (DCP).	Director of Environment and Planning	Implement environmental and planning regulations and controls to maximise health and safety.	Pending - Upper Lachlan LEP and DCP review to be completed in 2017/2018.
2.5-1 - Promote use of green and renewable energy.	Council alternate energy source initiatives.	Director of Environment and Planning	A healthy natural environment.	Completed - alternative energy sources are encouraged.
2.5-2 - To pursue Section 94A Development Contributions payments for all State Significant - Designated Developments.	Council is to manage and distribute the funds through a Section 355 Committee of Council.	Director of Environment and Planning	Community liaison to preserve and enhance community facilities.	In Progress - 3 Community Enhancement Funds are operating through S355 Committee of Council.
2.6 - Support land care initiatives to restore and beautify natural resources.	The waterways sustain natural ecosystems through the expansion of willow removal and catchment programs.	Director of Environment and Planning	Community liaison to preserve and enhance community facilities.	Completed - support is provided, Gunning Landcare lease a Council office. Kiamma Creek beautification projects.
2.7 - Implement Climate Change Adaption Strategy.	Continue implementation of Climate Change and Natural Resource Management Strategy recommendations.	Director of Environment and Planning	To protect and enhance the environment.	Not completed.

CSP STRATEGIC OBJECTIVE NO. 3 - ECONOMIC

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
3.1-1 - Ensure financial viability of Council.	Long-Term Financial Planning (LTFP) model implemented. Fit for the Future Action Plan implemented.	Director of Finance and Administration	Financial Viability and sustainable work practices utilised.	Completed - LTFP completed June 2017. Operating surplus result achieved in past 8 financial years.
3.1-2 – Prudent financial management.	Complete the implementation of the Strategic Internal Audit Plan. Ensure key financial benchmarks are achieved.	Director of Finance and Administration	Transparent and accountable governance.	Completed - Strategic Internal Audit Plan and Strategy developed by Grant Thornton Australia.
3.2 - Encourage sustainable population growth and provision of associated infrastructure.	Council strategically plan and expend funds on infrastructure provision, through development contributions.	Director of Finance and Administration	To plan strategically for development. People attaining health and wellbeing.	Completed - Development Contributions 4 year expenditure program developed.
3.3 - Assist facilitation of employment opportunities.	Number of contacts with existing businesses and grant application preparation resources provided to assist businesses.	Director of Finance and Administration	To provide employment opportunities.	Completed - grants funding successful project applications: - Crookwell Skate Park, Crookwell water treatment plant, Black Spot roads projects, Kiamma Creek and Collector oval.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
3.4 - Encourage and support viable local businesses.	Tourism section is to prepare two business promotions annually.	Director of Finance and Administration	A prosperous economy with the balanced use of our land.	Completed - Tourism membership scheme, Famil Media Tour in April 2017, Central West Lifestyle magazine project in Winter 2016.
3.5 - Development of light industrial land in towns.	Investigate feasibility of industrial land in towns linking to the transport route.	Director of Environment and Planning	Sustainable strategic planning of the Shire's future.	No investigation - demand is not evident.
3.6 - Promote tourism opportunities and community events.	Marketing and promotion is timely, professional, informative and responsive to user needs. Capitalise on Canberra Region (CBR) brand opportunities.	Director of Finance and Administration	A prosperous economy with the balanced use of our land.	Completed – Inland Destination Management Plan developed. Shire Tourism Destination Guide completed. CBR brand projects being developed.
3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites.	Improve customer response times, utilise new technologies, and implement safe work method statements (SWMS).	Director of Finance and Administration	Responsible and efficient use of resources. People attaining health and wellbeing.	Completed - 1. Asset revaluation. 2. Tender for Network telecommunications project. 3. Specific work site SWMS prepared.

CSP STRATEGIC OBJECTIVE NO. 4 – INFRASTRUCTURE, ACCESS AND TRANSPORT

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
4.1 - Improve local road and transport networks.	Manage road assets to ensure public safety. Road Hierarchy reviewed and reported to Council.	Director of Works and Operations	Asset Management - to continually upgrade infrastructure and services.	In Progress - works on the local transport network have been interrupted by the road repairs required following the wet winter of 2016.
4.2 - Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Asset Management Plans and Asset Strategies by each Asset Class are developed and recommendations implemented.	Director of Works and Operations	To plan for infrastructure and service provision. Responsible and efficient use of resources.	In Progress - works program has been approved by Council. Further refinement of Asset Management Plan and improvement in assets registers to be completed.
4.3 - Bitumen seal all classified roads and urban roads and streets.	Prepare 4 year road capital works program budget and review works priorities annually.	Director of Works and Operations	To provide infrastructure and services required by the community.	Completed - 4 year capital road works budget programmed and works have commenced.
4.4 - Develop town main street and CBD beautification programs.	Commence town main street improvement programs; i.e. Crookwell main street project.	Director of Works and Operations	Community liaison to preserve and enhance community facilities.	Completed - Crookwell Main Street rehabilitation. Town and village Streetscape program budgeted in 2017/2018.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
4.5 - Investigate provision of new recreational facilities; i.e. Skate Park in Gunning and Crookwell and Swimming Pool in Taralga.	Funding to be obtained from external sources to Council for capital funding to build an asset, before each project is to be commenced.	Director of Works and Operations	A built environment enhancing the lifestyle of a diverse community.	Completed - Skate Park and Outdoor Gymnasium completed in Clifton Parks. Fund raising underway for funds to construct a toilet block.
4.6 - Improve water supply and sewerage facilities to towns.	Council, in conjunction with government grant funding, implement town water supply improvement program and source external funding to proceed with the Crookwell water treatment plant project.	Director of Works and Operations	To provide infrastructure and services required by the community. Responsible and efficient use of resources.	In Progress - construction work well underway on Crookwell Water Filtration Plant. Project completion date expected in August 2017.
4.7 - Provide increased waste pickup and clean up service at existing town and village rubbish tips.	Council is to adopt a Strategic Waste Management Plan for the Shire.	Director of Works and Operations	Responsible and efficient use of resources.	In Progress - village tips are being managed at present by utilising Council equipment (and contractors) to arrange and compact waste at each tip. Collector tip has been converted to a transfer station.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
4.8 - Investigate feasibility of the Goulburn - Crookwell Rail and Bike Trail concepts.	Joint Councils Committee formed. Feasibility Study to be completed. Project estimates to be completed. Council to pursue grant and other funding options.	Director of Works and Operations	To plan for infrastructure and service provision.	In Progress - Committee formed. Regional Economic Impact Assessment completed. External funding application prepared by Goulburn Mulwaree Council.
4.9 - Develop new and upgrade existing footpaths and cycleway networks.	Review and implement the Pedestrian Access and Mobility Plan (PAMP) to create links to community services.	Director of Works and Operations	A built environment enhancing the lifestyle of a diverse community.	In Progress - footpath works proceeding in accordance with current PAMP. This identifies links required. Consultant is working on new PAMP which will be considered by Council at July 2017 meeting.
4.10 - Upgrade stormwater and kerb and guttering in towns.	Stormwater Management Plans created and recommendations progressively implemented in a 4 year capital works budget.	Director of Works and Operations	To provide infrastructure and services required by the community.	In Progress - locations requiring improvements are identified in the Flood Risk Study includes projects in future budgets.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
4.11 - Progressively replace timber bridges on local and regional roads.	Prepare and implement a 10 year bridge replacement program with funding model in Long Term Financial Plan (LTFP).	Director of Works and Operations	Asset Management - to continually upgrade infrastructure and services.	In Progress - 10 year plan has been included in works schedule. Council commenced work on Abercrombie River MR256 bridge replacement but is waiting on environmental clearances. Half of project funding has been secured for Kiamma Creek bridge from Fixing Country Roads program.
4.12 - Regional transport links are the highest infrastructure priority of Council these include the upgrade of Gundaroo Road MR52 and Laggan-Taralga Road MR248E pavement rehabilitation projects.	Pavement rehabilitation and bitumen seal regional roads utilising RMS Repair Program funding in conjunction with Council matching funds.	Director of Works and Operations	Asset Management - to continually upgrade infrastructure and services.	In Progress - MR52 Section 2 works on Gundaroo Road is complete. Section 3 project works is underway.
4.13 - Flood Management Plans created for all towns.	Preparation and implementation of Flood Management Plans for towns; Crookwell, Gunning, Collector and Taralga.	Director of Environment and Planning	A prosperous economy with the balanced use of our land.	In Progress - Flood Risk Management Plan and Study has been adopted by Council.

CSP STRATEGIC OBJECTIVE NO 5 - GOVERNANCE

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
5.1 - Participate in resource sharing initiatives.	Report projects to Council every year. Achieve annualised \$ savings through participation in CENTROC and CANBERRA REGION JO projects.	General Manager	To become a Council of excellence. Responsible and efficient use of resources.	Completed - participation in CBRJO and CENTROC. In 2016/2017 over \$100K savings achieved.
5.2 - Lobby other levels of Government for increased share of funding, changes to taxation distribution and changes in Financial Assistance Grants (FAG) methodology and distribution.	To present the case for a Referendum to allow Constitution Recognition of Local Government. Review the intergovernmental Agreement. Grants Commission review and amend increasing FAG grant distribution to rural councils.	General Manager	To provide civic leadership and guidance for the community.	Not achieved - lobbying continuing through CBRJO and CENTROC – Financial Assistance Grants indexation has been reinstated.
5.3 - Promote community engagement and involvement in decision making processes.	Number of Community Outreach Meetings and program outcomes achieved. Community Survey undertaken every four years. The “Voice” Council newsletter publication distributed quarterly.	General Manager	To have genuine open communication with the community.	Completed - 4 Community Outreach meetings in 2017. 3 community meetings held in November 2016 for Tablelands Regional Community Strategic Plan development. Community Survey was completed and “Voice” quarterly.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspirations	Progress Report
5.4 - Ensure the retention and attraction of quality staff.	Staff turnover of less than 10% every year.	General Manager	Transparent and accountable governance. Responsible and efficient use of resources.	Completed - recruitment and selection processes continue to meet policy requirements. Staff turnover equated to 9.17% in 2016/2017.
5.5 - Mobilise volunteers through increased level of retirees.	To utilise volunteers to assist in providing services to the community.	General Manager	Resilient and adaptable communities.	Completed - Council utilise volunteers in numerous areas of operations; including library, parks and land care.
5.6 - Council governance structures support best practice and social justice principles and ensure Council is efficiently managed.	Council decisions reflect equality in prioritising the allocation of resources.	General Manager	Transparent and accountable governance. Responsible and efficient use of resources.	Completed - Council is participating in the CBRJO Governance Working Group. Policies and council decisions effectively implemented.

FIT FOR THE FUTURE – COUNCIL ACTION PLAN

SUSTAINABILITY ACTION PLAN				
Objective	Strategies	Actions	Key milestones	Progress Report
1. Secure additional revenue to keep Council's operating performance ratio well above the benchmark and ensure funding for renewal of road network assets	Implement Special Rate Variation in 2020/2021	<ol style="list-style-type: none"> 1. Notify community of intention to apply for SRV 2. Community consultation and engagement 3. Notify IPART of intention to apply 4. Submit application to IPART 5. Fund infrastructure renewal of its road network assets 	<p>Commencement in July 2019</p> <p>Community Engagement Strategy reviewed</p>	<p>No action – a Council Resolution is necessary for a future Special Rate Variation application.</p> <p>Additional Roads to Recovery funding in 2016/2017 of over \$1 million utilised on Council local road network.</p> <p>Additional road works were completed related to the Natural Disaster Recovery Program July 2016 storm damage.</p>
2. Drive cost savings through procurement	Implementation of a Best Practice in Procurement Program	<ol style="list-style-type: none"> 1. Procurement Roadmap - Arc Blue 2. Review Procurement Action Plan and policies 	<p>Commenced November 2014</p> <p>Development of \$ spend analysis completed June 2015</p> <p>Utilisation of LGP Tender Panel and TenderLink</p>	<p>ArcBlue utilised. CBRJO procurement group established.</p> <p>Council Procurement Committee established. Purchasing Policy reviewed and adopted at April 2017 Council meeting.</p> <p>TenderLink activated for Council utilisation.</p>

Objective	Strategies	Actions	Key milestones	Progress Report
<p>3. Maintain diverse income streams through state roads contract</p>	<p>Retention and provision of Roads and Maritime Services (RMS) Routine Maintenance Council Contract (RMCC)</p>	<ol style="list-style-type: none"> Maintain existing high standard rating for road works in Contractor Performance Report RMCC Benchmarking 	<p>RMCC Commenced in 2008</p> <p>Contracted project completion date of 2018 for \$10 million scope of road works</p>	<p>Stage 2 of RMS MR54 reconstruction and sealing project is completed. Expected completion of Stage 3 final section is December 2017.</p> <p>RMCC Contractor Performance Reports are satisfactory.</p>
<p>4. Maximise diverse income streams through private works</p>	<p>Provision of road reconstruction contracted private works for renewable energy developments</p>	<ol style="list-style-type: none"> Review pricing structures for private works which are in demand at profitable rates Cost of service is transparent and in accordance with the National Competition Policy (NCP) Guidelines 	<p>Remain competitive with the private sector and to secure contract works for road reconstruction</p>	<p>No major private works contracts undertaken in 2016/2017 due to RMS road contract works commitments on State Road MR54.</p> <p>Council is meeting all NCP Guidelines and private works rates incorporated into Council Revenue Policy.</p>

INFRASTRUCTURE AND SERVICE MANAGEMENT ACTION PLAN				
Objective	Strategies	Actions	Key milestones	Progress Report
1. Implement best practice asset management practices	JRA Asset Management Improvement Program Review	<ol style="list-style-type: none"> Review Asset Management and Risk Plan, strategies and policies Review of Council Infrastructure Plan – define community service level for asset maintenance 	<p>Commenced November 2014</p> <p>Asset Management Plans identify asset service standards</p> <p>Road and Transport asset classes valuation at fair value</p> <p>Asset Register created – JRA Datashare</p>	<p>Water Supply and Sewerage assets were revalued at 30 June 2017. Asset Revaluation at fair value for roads, bridges and stormwater at 30 June 2015. JRA utilised for revaluation.</p> <p>Infrastructure Plan reviewed and adopted by Council June 2017, service levels defined.</p> <p>Asset Management Plans by class are not completed. Asset Register loaded into Civica Authority database and utilised for asset addition / disposals.</p>
2. Secure funding for asset renewals	Utilise borrowing capacity to invest in infrastructure renewal projects – Timber Bridge Replacement Program	<ol style="list-style-type: none"> Review Council Borrowings/Loans Policy Council Long Term Financial Plan priority bridge replacement schedule 	<p>Commencing August 2016 Loan financing arrangements with Financial Institutions</p> <p>Application for State Government Local Infrastructure Renewal Scheme (LIRS) funding</p>	<p>No new borrowings forecast in 2016/2017.</p> <p>Borrowings program for timber bridge replacements are incorporated into the Council Delivery Program commencing 2017/2018. LIRS funding scheme replaced by Treasury Corporation borrowing facility.</p>

Objective	Strategies	Actions	Key milestones	Progress Report
3. Minimise potential public liability incidents	Utilise Statewide Mutual Best Practice Guidelines and achieve industry benchmarks for risk management practices	<ol style="list-style-type: none"> 1. Review Risk Management Plan and Policy 2. Review Safe Work Method Statements for high risk priorities 	<p>Risk Management Action Plan (RAMP) approved and adopted by Council annually by June</p> <p>Safe Work Method Statements (SWMS) reported to WH&S Committee every 6 months</p>	<p>RAMP approved by Council management and by Statewide Mutual for 2016/2017.</p> <p>Council completed the 2015/2016 RAMP audit and compliance program.</p> <p>SWMS progressively reviewed and reported to the Council WH&S Committee.</p>
4. Maintain assets in satisfactory condition to meet community expectations	Evaluation of asset utilisation and rationalisation	1. Review of Council Infrastructure Plan	Report to Council on strategies for Council owned buildings rationalisation by June 2016	<p>Council buildings inventory workshop held in 2015. Buildings surplus to Council requirements sold.</p> <p>Buildings and other structures assets list distributed to new Council in November 2016.</p> <p>Grant Thornton completed a Building and Asset Management internal audit project in February 2017. Audit Action Plan to be implemented in 2017/2018.</p>

EFFICIENCY ACTION PLAN				
Objective	Strategies	Actions	Key milestones	Progress Report
1. Understand how the organisation is performing	Benchmark Upper Lachlan with other Councils Local Government Professionals Australia (LGPA) - Operational and Management Effectiveness Report	<ol style="list-style-type: none"> 1. Identify trend analysis of operational cost centres and functional service areas of Council 2. Performance tool for benchmarking by senior management of operational efficiencies of individual cost centres 	<p>Completed 2012/2013 and 2013/2014</p> <p>Continue annual benchmarking for entire period to 2019/2020</p>	<p>LGPA Operational and Management Effectiveness Report for 2015/2016 completed and reported to MANEX in March 2017.</p> <p>Benchmarking completed annually.</p>
2. Continue to collaborate regionally	Be an active partner in the Canberra Region Joint Organisation of Councils (CBRJO)	<ol style="list-style-type: none"> 1. Development and implementation of a JO Management Plan 2. JO Strategic Plan aligned with Quadruple Bottom Line principles 3. Intergovernmental collaboration; i.e. ACT Government and State Government 	<p>Implementation after JO Pilots in 2016</p> <p>Formulation of an effective and efficient governance structure to oversee implementation and evaluation in CBR Region</p> <p>CBR branding established, support tourism / economic development throughout the region</p>	<p>Council is participating in CBRJO and CENTROC at present.</p> <p>Office of Local Government Joint Organisation pilot program outcome will determine if Upper Lachlan will remain within the CBRJO.</p> <p>Intergovernmental collaboration is continuing with ACT Government.</p>

Objective	Strategies	Actions	Key milestones	Progress Report
<p>3. Continuously improving the quality and efficiency of all of Council's services</p>	<p>Undertake four year rolling program of service reviews as part of Council's Delivery Program</p>	<ol style="list-style-type: none"> 1. Develop four year program of service reviews, with a focus on those services of greatest cost to the organisation 2. Update Delivery Program to incorporate the service reviews 3. Implement program annually 4. Report outcomes through the Delivery Program report and update Long Term Financial Plan annually to reflect any changes 	<p>Program established and Delivery Program updated</p> <p>6 Monthly Delivery Program Report to include service review progress and outcomes</p> <p>Annual update of Council's Long Term Financial Plan</p> <p>Annual Review of Strategic Internal Audit Plan by Grant Thornton Australia</p>	<p>Delivery Program was approved by Council in June 2017.</p> <p>Delivery Program action report completed every six months.</p> <p>Long Term Financial Plan was approved by Council in June 2017.</p> <p>Strategic Internal Audit Plan and Strategy completed. Two internal audit projects by Grant Thornton Australia completed in 2016/2017.</p>
<p>4. Improve efficiency through technological advancement</p>	<p>Provide innovative and leading technology interface</p>	<ol style="list-style-type: none"> 1. Enhanced use of technology particularly in the area of staff remote and on-line customer access 2. Implement a Unified Telecommunications solution 	<p>CBRJO Implement DA systems by December 2016</p> <p>CENTROC Request for Tender, tender specifications prepared June 2015</p> <p>Implementation of Integrated Unified Telecommunications System March 2016</p>	<p>Pending.</p> <p>Tender for Unified Telecommunications project - Uplinx Group tender accepted by Council in March 2016. Project to be completed by December 2017.</p>

Actual Performance against expected improvement in performance average over 3 years (General Fund)							
Measure/ Benchmark	2014/2015 Projection	2014/2015 Actual	2015/2016 Projection	2015/2016 Actual	2016/2017 Projection	2016/2017 Actual	Achieves FFTF benchmark
Operating Performance Ratio (Greater than or equal to break-even average over 3 years)	0.039	0.059	0.034	0.076	0.022	0.116	Yes
Own Source Revenue Ratio (Greater than 60% average over 3 years)	60.87%	61.03%	62.37%	63.93%	61.33%	59.80%	Yes
Building and Infrastructure Asset Renewal Ratio (Greater than 100% average over 3 years)	119.23%	124.98%	136.57%	145.28%	135.47%	162.03%	Yes
Infrastructure Backlog Ratio (Less than 2%) (1 year only)	1.87%	2.52%	1.60%	1.97%	1.71%	2.15%	No
Asset Maintenance Ratio (Greater than 100% average over 3 years)	104.30%	102.33%	103.97%	103.00%	111.10%	114.00%	Yes
Debt Service Ratio (Greater than 0% and less than or equal to 20% average over 3 years)	1.37%	1.26%	1.42%	1.14%	1.53%	1.02%	Yes
Real Operating Expenditure per capita A decrease in Real Operating Expenditure per capita over time (1 year only)	2.25%	2.33%	2.24%	2.34%	2.22%	2.31%	Yes



Upper Lachlan Shire Council

GENERAL PURPOSE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017



Upper Lachlan Shire Council

General Purpose Financial Statements

for the year ended 30 June 2017

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Overview

- (i) These financial statements are General Purpose Financial Statements and cover the operations for Upper Lachlan Shire Council.
- (ii) Upper Lachlan Shire Council is a body politic of NSW, Australia – being constituted as a local government area by proclamation and is duly empowered by the *Local Government Act 1993* (LGA).

Council's Statutory Charter is detailed in Paragraph 8 of the LGA and includes giving Council;

- the ability to provide goods, services and facilities, and to carry out activities appropriate to the current and future needs of the local community and of the wider public,
- the responsibility for administering regulatory requirements under the LGA and
- a role in the management, improvement and development of the resources in the area.

A description of the nature of Council's operations and its principal activities are provided in Note 2(b).

- (iii) All figures presented in these financial statements are presented in Australian currency.
- (iv) These financial statements were authorised for issue by the Council on 21 September 2017. Council has the power to amend and reissue these financial statements.
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Upper Lachlan Shire Council

General Purpose Financial Statements for the year ended 30 June 2017

Understanding Council's financial statements

Introduction

Each year, individual local governments across New South Wales are required to present a set of audited financial statements to their council and community.

What you will find in the statements

The financial statements set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2017.

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

About the Councillor/Management Statement

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

About the primary financial statements

The financial statements incorporate five 'primary' financial statements:

1. The Income Statement

Summarises Council's financial performance for the year, listing all income and expenses.

This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

2. The Statement of Comprehensive Income

Primarily records changes in the fair value of Council's Infrastructure, Property, Plant and Equipment.

3. The Statement of Financial Position

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

4. The Statement of Changes in Equity

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

5. The Statement of Cash Flows

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

About the Notes to the Financial Statements

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

About the Auditor's Reports

Council's annual financial statements are required to be audited by the NSW Audit Office. In NSW the auditor provides 2 audit reports:

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

Who uses the financial statements?

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

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

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

Upper Lachlan Shire Council

General Purpose Financial Statements

for the year ended 30 June 2017

Statement by Councillors and Management

made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)* (as amended)

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

- the *Local Government Act 1993 (NSW)* (as amended) and the regulations made thereunder,
- the Australian Accounting Standards and professional pronouncements, and
- the Local Government Code of Accounting Practice and Financial Reporting.


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

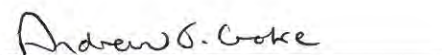
- present fairly the Council's operating result and financial position for the year, and
- accord with Council's accounting and other records.

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

Signed in accordance with a resolution of Council made on 21 September 2017.


Brian McCormack OAM
Mayor


John Stafford
Councillor


Andrew Croke
Acting General Manager


Bruce Johnston
Responsible accounting officer

Upper Lachlan Shire Council

Income Statement

for the year ended 30 June 2017

Budget ¹			Actual	Actual
2017	\$ '000	Notes	2017	2016
Income from continuing operations				
Revenue:				
10,124	Rates and annual charges	3a	9,933	9,680
8,506	User charges and fees	3b	8,312	9,039
603	Interest and investment revenue	3c	731	719
513	Other revenues	3d	540	892
9,390	Grants and contributions provided for operating purposes	3e,f	11,375	8,919
6,396	Grants and contributions provided for capital purposes	3e,f	6,547	1,895
Other income:				
47	Net gains from the disposal of assets	5	133	19
–	Net share of interests in joint ventures and associates using the equity method	19	–	–
35,579	Total income from continuing operations		37,571	31,163
Expenses from continuing operations				
10,351	Employee benefits and on-costs	4a	10,032	9,624
207	Borrowing costs	4b	194	206
7,776	Materials and contracts	4c	7,123	7,226
5,751	Depreciation and amortisation	4d	5,793	5,922
–	Impairment	4d	–	–
2,843	Other expenses	4e	2,661	2,465
154	Net losses from the disposal of assets	5	–	–
27,082	Total expenses from continuing operations		25,803	25,443
8,497	Operating result from continuing operations		11,768	5,720
Discontinued operations				
–	Net profit/(loss) from discontinued operations	24	–	–
8,497	Net operating result for the year		11,768	5,720
8,497	Net operating result attributable to Council		11,768	5,720
–	Net operating result attributable to non-controlling interests		–	–
2,101	Net operating result for the year before grants and contributions provided for capital purposes		5,221	3,825

¹ Original budget as approved by Council – refer Note 16

Upper Lachlan Shire Council

Statement of Comprehensive Income
for the year ended 30 June 2017

\$ '000	Notes	Actual 2017	Actual 2016
Net operating result for the year (as per Income Statement)		11,768	5,720
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of I,PP&E	20b (ii)	(500)	586
Total items which will not be reclassified subsequently to the operating result		(500)	586
Amounts which will be reclassified subsequently to the operating result when specific conditions are met			
Nil			
Total other comprehensive income for the year		(500)	586
Total comprehensive income for the year		11,268	6,306
Total comprehensive income attributable to Council		11,268	6,306
Total comprehensive income attributable to non-controlling interests		–	–

Upper Lachlan Shire Council

Statement of Financial Position

as at 30 June 2017

\$ '000	Notes	Actual 2017	Actual 2016
ASSETS			
Current assets			
Cash and cash equivalents	6a	9,421	5,218
Investments	6b	20,900	20,100
Receivables	7	2,216	1,366
Inventories	8	1,019	771
Other	8	86	95
Non-current assets classified as 'held for sale'	22	–	–
Total current assets		33,642	27,550
Non-current assets			
Investments	6b	–	–
Receivables	7	131	56
Inventories	8	–	–
Infrastructure, property, plant and equipment	9	392,291	385,803
Investments accounted for using the equity method	19	–	–
Investment property	14	–	–
Intangible assets	25	–	–
Total non-current assets		392,422	385,859
TOTAL ASSETS		426,064	413,409
LIABILITIES			
Current liabilities			
Payables	10	3,374	1,837
Income received in advance	10	–	–
Borrowings	10	217	240
Provisions	10	4,130	4,060
Total current liabilities		7,721	6,137
Non-current liabilities			
Payables	10	–	–
Borrowings	10	1,890	2,107
Provisions	10	817	797
Total non-current liabilities		2,707	2,904
TOTAL LIABILITIES		10,428	9,041
Net assets		415,636	404,368
EQUITY			
Retained earnings	20	290,573	278,805
Revaluation reserves	20	125,063	125,563
Other reserves	20	–	–
Council equity interest		415,636	404,368
Non-controlling equity interests		–	–
Total equity		415,636	404,368

This statement should be read in conjunction with the accompanying notes.

Upper Lachlan Shire Council

Statement of Changes in Equity
for the year ended 30 June 2017

\$ '000	Notes	2017					2016						
		Retained earnings	Asset revaluation reserve (Refer 20b)	Other reserves (Refer 20b)	Council interest	Non-controlling interest	Total equity	Retained earnings	Asset revaluation reserve (Refer 20b)	Other reserves (Refer 20b)	Council interest	Non-controlling interest	Total equity
Opening balance (as per last year's audited accounts)		278,805	125,563	–	404,368	–	404,368	273,085	124,977	–	398,062	–	398,062
a. Correction of prior period errors	20 (c)	–	–	–	–	–	–	–	–	–	–	–	–
b. Changes in accounting policies (prior year effects)	20 (d)	–	–	–	–	–	–	–	–	–	–	–	–
Revised opening balance		278,805	125,563	–	404,368	–	404,368	273,085	124,977	–	398,062	–	398,062
c. Net operating result for the year		11,768	–	–	11,768	–	11,768	5,720	–	–	5,720	–	5,720
d. Other comprehensive income													
– Revaluations: IPP&E asset revaluation rsve	20b (ii)	–	(500)	–	(500)	–	(500)	–	586	–	586	–	586
– Revaluations: other reserves	20b (ii)	–	–	–	–	–	–	–	–	–	–	–	–
– Transfers to Income Statement	20b (ii)	–	–	–	–	–	–	–	–	–	–	–	–
– Impairment (loss) reversal relating to I,PP&E	20b (ii)	–	–	–	–	–	–	–	–	–	–	–	–
– Joint ventures and associates	19b	–	–	–	–	–	–	–	–	–	–	–	–
Other comprehensive income		–	(500)	–	(500)	–	(500)	–	586	–	586	–	586
Total comprehensive income (c&d)		11,768	(500)	–	11,268	–	11,268	5,720	586	–	6,306	–	6,306
e. Distributions to/(contributions from) non-controlling interests		–	–	–	–	–	–	–	–	–	–	–	–
f. Transfers between equity		–	–	–	–	–	–	–	–	–	–	–	–
Equity – balance at end of the reporting period		290,573	125,063	–	415,636	–	415,636	278,805	125,563	–	404,368	–	404,368

Upper Lachlan Shire Council

Statement of Cash Flows

for the year ended 30 June 2017

Budget 2017	\$ '000	Notes	Actual 2017	Actual 2016
Cash flows from operating activities				
Receipts:				
10,124	Rates and annual charges		9,832	9,662
8,506	User charges and fees		7,805	9,465
603	Investment and interest revenue received		717	645
15,786	Grants and contributions		17,922	10,814
–	Bonds, deposits and retention amounts received		–	19
513	Other		237	1,001
Payments:				
(10,137)	Employee benefits and on-costs		(9,984)	(9,647)
(7,585)	Materials and contracts		(5,830)	(6,598)
(177)	Borrowing costs		(174)	(193)
–	Bonds, deposits and retention amounts refunded		(23)	–
(2,891)	Other		(2,611)	(2,386)
14,742	Net cash provided (or used in) operating activities	11b	17,891	12,782
Cash flows from investing activities				
Receipts:				
–	Sale of investment securities		20,000	15,700
–	Sale of infrastructure, property, plant and equipment		428	185
Payments:				
–	Purchase of investment securities		(20,800)	(20,100)
(14,564)	Purchase of infrastructure, property, plant and equipment		(13,076)	(8,169)
(14,564)	Net cash provided (or used in) investing activities		(13,448)	(12,384)
Cash flows from financing activities				
Receipts:				
Nil				
Payments:				
(255)	Repayment of borrowings and advances		(240)	(238)
(255)	Net cash flow provided (used in) financing activities		(240)	(238)
(77)	Net increase/(decrease) in cash and cash equivalents		4,203	160
5,218	Plus: cash and cash equivalents – beginning of year	11a	5,218	5,058
5,141	Cash and cash equivalents – end of the year	11a	9,421	5,218
Additional Information:				
	plus: Investments on hand – end of year	6b	20,900	20,100
Total cash, cash equivalents and investments			30,321	25,318

Please refer to Note 11 for information on the following:

- Non-cash financing and investing activities
- Financing arrangements
- Net cash flow disclosures relating to any discontinued operations

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

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n/a – not applicable

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies

The principal accounting policies adopted in the preparation of these consolidated financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

(a) Basis of preparation

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the Local Government Act 1993 (NSW) and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting. Council is a not for-profit entity for the purpose of preparing these financial statements.

(i) New and amended standards adopted by Council

During the current year, Council adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period.

This included the first time application during the year of AASB 124 Related Party Disclosures. As a result Council has disclosed information about related parties and transactions with those related parties. This information is presented in Note 28.

AASB 2014-3 Amendments to Australian Accounting Standards – Accounting for Acquisitions of Interests in Joint Operations [AASB 1 and AASB 11] was adopted however this standard has not had any impact on Council.

The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to Council's accounting policies, financial position, financial performance or cash flows.

The adoption of the new and revised Standards and Interpretations has not resulted in any material changes.

(ii) Early adoption of standards

Council did not early adopt any accounting standards.

(iii) Historical cost convention

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

(iv) Significant accounting estimates and judgements

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

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

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- (i) Estimated fair values of infrastructure, property, plant and equipment,
- (ii) Estimated remediation provisions.

Significant judgements in applying the Council's accounting policies

No significant judgements were made by Council in applying its accounting policies.

(b) Revenue recognition

Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the Council and specific criteria have been met for each of the Council's activities as described below.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Council bases its estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

Revenue is measured at the fair value of the consideration received or receivable. Revenue is measured on major income categories as follows:

(i) Rates, annual charges, grants and contributions

Rates, annual charges, grants and contributions (including developer contributions) are recognised as revenue when the Council obtains control over the assets comprising these receipts. Developer contributions may only be expended for the purposes for which the contributions were required, but the Council may apply contributions according to the priorities established in work schedules.

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

Control over granted assets/contributed assets is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and is valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were un-discharged at reporting date, the unused grant or contribution is disclosed in Note 3(g). The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

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

(ii) User charges and fees

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

(iii) Sale of infrastructure, property, plant and equipment

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

(iv) Interest

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

(v) Rent

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

(vi) Dividend income

Revenue is recognised when the Council's right to receive the payment is established, which is generally when shareholders approve the dividend.

(vii) Other income

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

(c) Principles of consolidation

These consolidated financial statements include the financial position and performance of controlled entities from the date on which control is obtained until the date that control is lost.

Council does not currently have control of any entity.

(i) The Consolidated Fund

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

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

- General Purpose Operations
- Water Supply
- Sewerage Service
- Domestic Waste Management

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Due to their immaterial value and nature, the following Section 355 Committees of Council have been excluded from consolidation:

- Tuena Hall and Recreation Area Committee
- Binda Memorial Hall Committee
- Bigga Memorial Hall Committee
- Taralga War Memorial Hall Committee
- Crookwell Memorial Hall Committee
- Crookwell and District Arts Gallery
- Community Technology Centre (CTC) Committee
- Collector Pumpkin Festival Committee
- Collector Oval Committee
- Christmas in the Park Committee
- Crookwell Potato Festival Committee
- Crookwell Historical Society Committee
- Gunning Golf Club Management Committee
- Breadalbane Hall Committee
- Pye Cottage Committee
- Tony Foley Memorial Gunning District Community Centre Committee

(ii) The Trust Fund

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

Trust monies and property held by Council but not subject to the control of Council have been excluded from these reports. A separate statement of monies held in the Trust Fund is available for inspection at the Council office by any person free of charge.

(iii) Interests in other entities

Subsidiaries

Council has no interest in any subsidiaries.

Joint arrangements

Council has no interest in any joint arrangements.

Joint operations

Council has no interest in any joint operations.

Joint ventures/associates

Council has no interest in any joint ventures/associates

(d) Leases

Leases of property, plant and equipment where Council, as lessee, has substantially all the risks and rewards of ownership are classified as finance leases.

Finance leases are capitalised at the lease's inception at the fair value of the leased property or, if lower, the present value of the minimum lease payments. The corresponding rental obligations, net of finance charges, are included in other short-term and long-term payables. Each lease payment is allocated between the liability and finance cost. The finance cost is charged to the income statement over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability for each period.

The property, plant and equipment acquired under finance leases is depreciated over the asset's useful life or over the shorter of the asset's useful life and the lease term if there is no reasonable certainty that Council will obtain ownership at the end of the lease term.

Leases in which a significant portion of the risks and rewards of ownership are not transferred to Council as lessee are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are charged to the income statement on a straight-line basis over the period of the lease.

Lease income from operating leases where Council is a lessor is recognised as income on a straight-line basis over the lease term.

(e) Impairment of assets

Intangible assets that have an indefinite useful life or are not yet available for use are not subject to amortisation and are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

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

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

(f) Cash and cash equivalents

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

Bank overdrafts are shown within borrowings in current liabilities on the Statement of Financial Position.

(g) Inventories

(i) Raw materials and stores, work in progress and finished goods

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value.

Cost comprises direct materials, direct labour, and an appropriate proportion of variable and fixed overhead expenditure, the latter being allocated on the basis of normal operating capacity. Costs are assigned to individual items of inventory on basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

(ii) Inventory held for distribution

Council does not hold any inventory held for distribution.

(h) Non-current assets (or disposal groups) held for sale and discontinued operations

Non-current assets (or disposal groups) are classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continuing use.

They are measured at the lower of their carrying amount and fair value less costs to sell, except for assets such as deferred tax assets; assets arising from employee benefits; financial assets; and investment properties that are carried at fair value and contractual rights under insurance contracts, which are specifically exempt from this requirement.

An impairment loss is recognised for any initial or subsequent write-down of the asset (or disposal group) to fair value less costs to sell. A gain is recognised for any subsequent increases in fair value less costs to sell of an asset (or disposal group), but not in excess of any cumulative impairment loss previously recognised. A gain or loss not previously recognised by the date of the sale of the non-current asset (or disposal group) is recognised at the date of de-recognition.

Non-current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale. Interest and other expenses attributable to the liabilities of a disposal group classified as held for sale continue to be recognised.

(i) Investments and other financial assets

Classification

Council classifies its financial assets in the following categories: financial assets at fair value through profit

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

or loss; loans and receivables; held-to-maturity investments; and available-for-sale financial assets.

The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and, in the case of assets classified as held-to-maturity, re-evaluates this designation at each reporting date.

(i) Financial assets at fair value through profit or loss

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short-term. Assets in this category are classified as current assets.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than 12 months after the reporting date which that are classified as non-current assets.

Loans and receivables are included in other receivables (note 8) and receivables (note 7) in the Statement of Financial Position.

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

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

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that Council's management has the positive intention and ability to hold to maturity. If Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale.

Held-to-maturity financial assets are included in non-current assets, except for those with maturities less

than 12 months from the reporting date, that are classified as current assets.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivatives that are either designated in this category or not classified in any of the other categories. They are included in non-current assets unless management intends to dispose of the investment within 12 months of the reporting date.

Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term.

Recognition and de-recognition

Regular purchases and sales of financial assets are recognised on trade-date: the date on which Council commits to purchase or sell the asset.

Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets carried at fair value through profit or loss are initially recognised at fair value and transaction costs are expensed in the income statement.

Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and Council has transferred substantially all the risks and rewards of ownership.

When securities classified as available-for-sale are sold, the accumulated fair value adjustments recognised in equity are included in the income statement as gains and losses from investment securities.

Subsequent measurement

Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method.

Changes in the fair value of other monetary and non-monetary securities classified as available-for-sale are recognised in equity.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Impairment

Council assesses at the end of each reporting period whether there is objective evidence that a financial asset or group of financial assets is impaired.

A financial asset or a group of financial assets is impaired and impairment losses are incurred only if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a 'loss event') and that loss event (or events) has an impact on the estimated future cash flows of the financial asset or group of financial assets that can be reliably estimated.

In the case of equity investments classified as available-for-sale, a significant or prolonged decline in the fair value of the security below its cost is considered an indicator that the assets are impaired.

(i) Assets carried at amortised cost

For loans and receivables the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate.

The carrying amount of the asset is reduced and the amount of the loss is recognised in profit or loss. If a loan or held-to-maturity investment has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract. As a practical expedient, the Council may measure impairment on the basis of an instrument's fair value using an observable market price.

Collectability of receivables is reviewed on an on-going basis. Debts that are known to be uncollectible are written off by reducing the carrying amount directly. An allowance account (provision for impairment of receivables) is used when there is objective evidence that Council will not be able to collect all amounts due according to the original terms of the receivables.

Significant financial difficulties of the debtor, probability that the debtor will enter bankruptcy or financial reorganisation, and default or delinquency in payments (more than 30 days overdue) are considered indicators that the receivable is impaired. The amount of the impairment allowance is the

difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the original effective interest rate.

The amount of the impairment loss is recognised in the income statement within other expenses. When a receivable for which an impairment allowance had been recognised becomes uncollectible in a subsequent period it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against other expenses in the income statement.

Investment Policy

Council has an approved investment policy complying with Section 625 of the Local Government Act 1993 (NSW) and Clause 212 of the Local Government (General) Regulation 2005 (NSW).

Investments are placed and managed in accordance with that policy and having particular regard to authorised investments prescribed under the Ministerial Local Government Investment Order. Council maintains an investment policy that complies with the Act and ensures that it, or its representatives, exercise the care, diligence and skill that a prudent person would exercise in investing Council funds.

(j) Fair value estimation – financial instruments

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the reporting date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each reporting date. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

(k) Infrastructure, property, plant and equipment (IPPE)

Council's assets have been progressively revalued to fair value in accordance with a staged implementation advised by the Office of Local Government. At reporting date, the following classes of IPPE were stated at their fair value:

Externally valued:

- Operational land
- Community land
- Buildings – specialised/non-specialised
- Other structures
- Roads assets including roads, bridges and footpaths
- Bulk earthworks
- Stormwater drainage
- Swimming pools
- Other open space/recreational assets

Internally valued:

- Water and sewerage networks

As approximated by depreciated historical cost:

- Plant and equipment
- Land improvements
- Other assets

Non-specialised assets with short useful lives are measured at depreciated historical cost as an approximation of fair value. Council has assessed that any difference between fair value and depreciated historical cost is unlikely to be material.

Water and sewerage network assets are indexed annually between full revaluations in accordance with the latest indices provided in the NSW Office of Water Rates Reference Manual.

For all other asset classes, Council assesses at each reporting date whether there is any indication that a revalued asset's carrying amount may differ materially from that which would be determined if the

asset were revalued at the reporting date. If any such indication exists, Council determines the asset's fair value and revalue the asset to that amount. Full revaluations are undertaken for all assets on a five-year cycle.

Increases in the carrying amounts arising on revaluation are credited to the asset revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss.

Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

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

Capitalisation thresholds

Items of infrastructure, property, plant and equipment are not capitalised unless their cost of acquisition exceeds the following;

Land

- Council land	100% Capitalised
- Open space	100% Capitalised
- Land under roads (purchases after 30/6/08)	100% Capitalised

Plant and Equipment

- Office Furniture	> \$2,000
- Office Equipment	> \$2,000
- Other Plant and Equipment	> \$5,000

Buildings and Land Improvements

Park Furniture and Equipment	> \$2,000
Buildings: construction/extensions/renovations	> \$2,000
- Other Structures	> \$2,000

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Water Supply and Sewerage Assets

- Reticulation extensions	> \$2,000
- Other Assets	> \$2,000

- Bridge: Timber	40 to 100 years
- Kerb and Gutter	80 years
- Footpaths	80 years

Stormwater Assets

- Drains and Culverts	> \$5,000
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Water Supply and Sewerage Assets

- Dams	120 years
- Reservoirs	100 years
- Bores	25 to 50 years
- Reticulation Pipes: PVC	80 years
- Reticulation Pipes: Other	80 years
- Pump Stations	25 to 70 years

Transport Assets

- Road construction and reconstruction	> \$5,000
- Reseal/Re-sheet and major repairs	> \$5,000

- Bridge construction and reconstruction	> \$5,000
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- Footpaths	> \$5,000
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Other Infrastructure Assets

- Bulk earthworks	Infinite
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Depreciation

Land is not depreciated.

Depreciation on other assets is calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

Plant and Equipment

- Office Equipment	5 to 10 years
- Office Furniture	10 to 20 years
- Computer Equipment	5 years
- Motor Vehicles	5 years
- Heavy Plant/Road Making Equip.	10 to 15 years
- Other Plant and Equipment	5 to 15 years

Other Structures

- Playground Equipment	15 years
- Public Memorials	100 years
- Other Structures	15 to 50 years
- Other Structures - Masonry	50 to 80 years

Buildings

- Buildings	50 to 100 years
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Stormwater Drainage

- Drains	100 years
- Culverts	100 years

Transportation Assets

- Sealed Roads: Surface	25 years
- Sealed Roads: Pavement Base	100 years
- Unsealed Roads: Pavement Base	30 years
- All Roads: Pavement Sub-base	infinite

- Bridge: Concrete	100 years
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The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

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

(I) Investment property

Investment property, principally comprising freehold office buildings, is held for long-term rental yields and is not occupied by the Council.

Investment property is carried at fair value, which is based on active market prices, adjusted, if necessary, for any difference in the nature, location or condition of the specific asset. If this information is not available, Council uses alternative valuation methods such as recent prices in less active markets, or discounted cash flow projections. Changes in fair values are recorded in the income statement as part of other income.

Properties that are under construction for future use as investment properties are regarded as investment properties. These are also carried at fair value unless the fair value cannot yet be reliably determined. Where that is the case, the property will be accounted for at cost until either the fair value becomes reliably determinable or construction is complete.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

(m) Payables

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

(n) Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred. Borrowings are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest method.

Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down. In this case, the fee is deferred until the draw down occurs. To the extent there is no evidence that it is probable that some or all of the facility will be drawn down, the fee is capitalised as a prepayment for liquidity services and amortised over the period of the facility to which it relates.

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

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

(o) Borrowing costs

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

(p) Provisions

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

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

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

(q) Employee benefits

(i) Short-term obligations

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled.

The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

(ii) Other long-term employee benefit obligations

The liability for long service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

employees up to the end of the reporting period using the projected unit credit method.

Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

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

(iii) Retirement benefit obligations

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

Defined Benefit Plans

A liability or asset in respect of defined benefit superannuation plans would ordinarily be recognised in the Statement of Financial Position, and measured as the present value of the defined benefit obligation at the reporting date plus unrecognised actuarial gains (less unrecognised actuarial losses) less the fair value of the superannuation fund's assets at that date and any unrecognised past service cost.

The present value of the defined benefit obligation is based on expected future payments that arise from membership of the fund to the reporting date, calculated annually by independent actuaries using the projected unit credit method.

Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. However, when this information is not reliably available, Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable.

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation

Scheme, named the "Local Government Superannuation Scheme – Pool B".

This Scheme has been deemed to be a "multi employer fund" for the purposes of AASB 119.

Sufficient information is not available to account for the Scheme as a defined benefit plan (in accordance with AASB 119) because the assets to the scheme are pooled together for all Councils.

The last valuation of the Scheme was by Mr Richard Boyfield, FIAA, on 2 December 2016, relating to the period ending 30 June 2016.

The financial position is monitored annually and the Actuary has estimated that as at 30 June 2017 the prior period deficit still exists.

Effective from 1 July 2009, employers are required to contribute additional contributions to assist in extinguishing this deficit.

The amount of employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense and disclosed as part of Superannuation Expenses at Note 4(a) for the year ending 30 June 2017 was \$ 461,275. This included 28 Council employee members of the LGSS Pool B.

Additional contributions will remain in place until 30 June 2020 and will total estimated at \$200,000 per annum for Council. The share of the deficit that can be broadly attributed to Council is 0.49%. The expected contributions to the scheme by Council for the next annual reporting period is \$410,721.

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils.

For this reason, no liability for the deficiency has been recognised in these Financial Statements.

Council has, however, disclosed a contingent liability in Note 18 to reflect the possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Defined Contribution Plans

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

(r) Land under roads

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

Council has elected not to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051 Land Under Roads.

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

(s) Self-insurance

Council does not self-insure.

(t) Intangible assets

Council has not classified any assets as intangible.

(u) Crown reserves

Crown Reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

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

(v) Rural fire service assets

Under section 119 of the *Rural Fires Act 1997*, 'all fire fighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the fire fighting equipment has been purchased or constructed'.

At present, the accounting for such fire fighting equipment is not treated in a consistent manner across all Councils. Until such time as discussions on this matter have concluded and the legislation changed, Council will continue to account for these assets as it has been doing in previous years.

Council amended its accounting policy in 2007/2008 in relation to the NSW Rural Fire Service (RFS) plant, vehicles and equipment assets. The RFS plant, vehicles and equipment is not owned by Council and Council does not have effective control of the plant and equipment assets. Council Resolution No.104/08 stated Council will no longer carry the asset valuations in the Financial Statements for the RFS plant and equipment assets. Council has approved a Service Level Agreement with the RFS which was signed under Council Seal with relevant amendments incorporated.

Council will recognise RFS asset classes for land and buildings only.

(w) Goods and Services Tax (GST)

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

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

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

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

(x) New accounting standards and interpretations issued not yet effective

Certain new accounting standards and interpretations have been published that are not mandatory for the current reporting period and which have not been applied.

As at the date of authorisation of the financial statements, the standards and interpretations listed below were in issue but not yet effective.

Effective for annual reporting periods beginning on or after 1 January 2017

AASB 2014-5 *Amendments to Australian Accounting Standards arising from AASB 15*

AASB 2015-8 *Amendments to Australian Accounting Standards – Effective Date of AASB 15*

AASB 2016-1 *Amendments to Australian Accounting Standards – Recognition of Deferred Tax Assets for Unrealised Losses [AASB 112]*

AASB 2016-2 *Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 107*

AASB 2016-4 *Amendments to Australian Accounting Standards – Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities*

AASB 2016-7 *Amendments to Australian Accounting Standards - Deferral of AASB 15 for Not-for-Profit Entities*

Effective for annual reporting periods beginning on or after 13 February 2017

AASB 2017-2 *Amendments to Australian Accounting Standards - Further Annual Improvements 2014- 16 Cycle*

Effective for annual reporting periods beginning on or after 13 December 2017

AASB 2017-1 *Amendments to Australian Accounting Standards - Transfers of Investment Property, Annual Improvements 2014-2016 Cycle and Other Amendments*

Effective for annual reporting periods beginning on or after 1 January 2018

AASB 9 *Financial Instruments (December 2009)*

AASB 15 *Revenue from Contracts with Customers*

AASB 2010-7 *Amendments to Australian Accounting Standards arising from AASB 9 (December 2010)*

AASB 2014-1 *Amendments to Australian Accounting Standards (Part E)*

AASB 2014-7 *Amendments to Australian Accounting Standards arising from AASB 9 (December 2014)*

AASB 1057 *Application of Australian Accounting Standards*

AASB 2016-3 *Amendments to Australian Accounting Standards – Clarifications to AASB 15*

AASB 2016-5 *Amendments to Australian Accounting Standards – Classification and Measurement of Share-based Payment Transactions*

AASB 2016-6 *Amendments to Australian Accounting Standards - Applying AASB 9 Financial Instruments with AASB 4 Insurance Contracts*

Effective for annual reporting periods beginning on or after 1 January 2019

AASB 16 *Leases*

AASB 16 *Leases (Appendix D)*

AASB 2016-8 *Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for-Profit Entities*

AASB 1058 *Income of Not-for-Profit Entities*

AASB 2016-8 *Amendments to Australian Accounting Standards - Australian Implementation Guidance for Not-for-Profit Entities*

The full impact of these standards has yet to be ascertained or quantified but will range from additional and/or revised disclosures to changes in how certain transactions and balances are accounted for.

Upper Lachlan Shire Council

Notes to the Financial Statements for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

(y) Rounding of amounts

Unless otherwise indicated, amounts in the financial statements have been rounded off to the nearest thousand dollars.

(z) Comparative figures

To ensure comparability with the current reporting period's figures, some comparative period line items and amounts may have been reclassified or individually reported for the first time within these financial statements and/or the notes.

(aa) Disclaimer

Nothing contained within these statements may be taken to be an admission of any liability to any person under any circumstance.

Notes to the Financial Statements

for the year ended 30 June 2017

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

Functions/activities	Income, expenses and assets have been directly attributed to the following functions/activities. Details of these functions/activities are provided in Note 2(b).												
	Income from continuing operations			Expenses from continuing operations			Operating result from continuing operations			Grants included in income from continuing operations		Total assets held (current and non-current)	
	Original budget	Actual	Actual	Original budget	Actual	Actual	Original budget	Actual	Actual	Actual	Actual	Actual	Actual
	2017	2017	2016	2017	2017	2016	2017	2017	2016	2017	2016	2017	2016
Governance	2	69	6	841	886	697	(839)	(817)	(691)	–	–	–	–
Administration	556	612	726	3,559	2,261	2,702	(3,003)	(1,649)	(1,976)	82	–	35,318	24,328
Public order and safety	257	292	242	622	835	750	(365)	(543)	(508)	275	247	5,462	5,519
Health	63	57	64	229	208	205	(166)	(151)	(141)	–	–	983	997
Environment	2,008	1,883	2,044	1,936	1,696	1,682	72	187	362	212	394	4,536	2,207
Community services and education	9	16	34	130	125	136	(121)	(109)	(102)	–	1	1,011	10,041
Housing and community amenities	772	995	1,017	1,248	999	1,094	(476)	(4)	(77)	644	–	4,051	4,742
Water supplies	6,031	6,330	2,125	1,659	1,751	1,804	4,372	4,579	321	4,436	186	25,889	23,963
Sewerage services	1,479	1,468	1,456	1,281	1,220	1,214	198	248	242	34	17	19,083	17,063
Recreation and culture	228	411	236	1,642	1,698	1,507	(1,414)	(1,287)	(1,271)	318	199	16,005	7,026
Mining, manufacturing and construction	1,140	939	1,320	1,261	863	1,350	(121)	76	(30)	–	–	818	1,078
Transport and communication	11,343	5,097	4,613	6,381	7,325	6,391	4,962	(2,228)	(1,778)	3,729	4,372	312,641	316,197
Economic affairs	538	5,677	6,067	6,293	5,936	5,911	(5,755)	(259)	156	–	–	267	248
Total functions and activities	24,426	23,846	19,950	27,082	25,803	25,443	(2,656)	(1,957)	(5,493)	9,730	5,416	426,064	413,409
Share of gains/(losses) in associates and joint ventures (using the equity method)	–	–	–	–	–	–	–	–	–	–	–	–	–
General purpose income ¹	11,153	13,725	11,213	–	–	–	11,153	13,725	11,213	6,518	4,246	–	–
Operating result from continuing operations	35,579	37,571	31,163	27,082	25,803	25,443	8,497	11,768	5,720	16,248	9,662	426,064	413,409

1. Includes: rates and annual charges (incl. ex-gratia), untied general purpose grants and unrestricted interest and investment income.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

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

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

GOVERNANCE

Includes costs relating to Council's role as a component of democratic government, including elections, members' fees and expenses, subscriptions to local authority associations, meetings of Council and policy-making committees, public disclosure (e.g. GIPA), and legislative compliance.

ADMINISTRATION

Includes corporate support and other support services, engineering works, and any Council policy compliance.

PUBLIC ORDER AND SAFETY

Includes Council's fire and emergency services levy, fire protection, emergency services, beach control, enforcement of regulations and animal control.

HEALTH

Includes immunisation, food control, health centres etc.

ENVIRONMENT

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

COMMUNITY SERVICES AND EDUCATION

Includes administration and education; social protection (welfare); migrant, Aboriginal and other community services and administration (excluding accommodation – as it is covered under 'housing and community amenities'); youth services; aged and disabled persons services; children's services, including family day care; child care; and other family and children services.

HOUSING AND COMMUNITY AMENITIES

Includes public cemeteries; public conveniences; street lighting; town planning; other community amenities, including housing development and accommodation for families and children, aged persons, disabled persons, migrants and Indigenous persons.

WATER SUPPLIES

SEWERAGE SERVICES

RECREATION AND CULTURE

Includes public libraries; museums; art galleries; community centres and halls, including public halls and performing arts venues; sporting grounds and venues; swimming pools; parks; gardens; lakes; and other sporting, recreational and cultural services.

MINING, MANUFACTURING AND CONSTRUCTION

Includes building control, quarries and pits, mineral resources, and abattoirs.

TRANSPORT AND COMMUNICATION

Urban local, urban regional, includes sealed and unsealed roads, bridges, footpaths, parking areas, and aerodromes.

ECONOMIC AFFAIRS

Includes camping areas and caravan parks; tourism and area promotion; industrial development promotion; sale yards and markets; real estate development; commercial nurseries; and other business undertakings.

Upper Lachlan Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 3. Income from continuing operations

\$ '000	Notes	Actual 2017	Actual 2016
(a) Rates and annual charges			
Ordinary rates			
Residential		1,481	1,405
Farmland		4,719	4,626
Mining		3	3
Business		285	250
Total ordinary rates		6,488	6,284
Special rates			
Nil			
Annual charges (pursuant to s.496, s.496A, s.496B, s.501 & s.611)			
Domestic waste management services		997	964
Stormwater management services		45	45
Water supply services		818	830
Sewerage services		1,072	1,062
Waste management services (non-domestic)		513	495
Total annual charges		3,445	3,396
TOTAL RATES AND ANNUAL CHARGES		9,933	9,680

Council has used 2013 year valuations provided by the NSW Valuer General in calculating its rates.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 3. Income from continuing operations (continued)

\$ '000	Notes	Actual 2017	Actual 2016
(b) User charges and fees			
Specific user charges (per s.502 – specific 'actual use' charges)			
Domestic waste management services		1	1
Water supply services		992	940
Sewerage services		250	249
Waste management services (non-domestic)		131	115
Total user charges		1,374	1,305
Other user charges and fees			
(i) Fees and charges – statutory and regulatory functions (per s.608)			
Dwelling entitlement searches		15	16
Premises inspections		1	16
Private works – section 67		82	93
Section 149 certificates (EPA Act)		35	36
Section 603 certificates		30	31
Town planning / building		244	297
Total fees and charges – statutory/regulatory		407	489
(ii) Fees and charges – other (incl. general user charges (per s.608))			
Caravan park		58	49
Cemeteries		100	81
Fire and emergency services levy (FESL) implementation		50	–
Public halls		9	10
Quarry revenues		826	1,237
RMS (formerly RTA) charges (state roads not controlled by Council)		5,396	5,765
Sporting grounds		31	28
Swimming pools		33	29
Truck wash facility		8	9
Water connection fees		9	13
Water meter readings		6	7
Other		5	17
Total fees and charges – other		6,531	7,245
TOTAL USER CHARGES AND FEES		8,312	9,039

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 3. Income from continuing operations (continued)

\$ '000	Notes	Actual 2017	Actual 2016
(c) Interest and investment revenue (including losses)			
Interest			
– Interest on overdue rates and annual charges (incl. special purpose rates)		34	25
– Interest earned on investments (interest and coupon payment income)		697	694
TOTAL INTEREST AND INVESTMENT REVENUE		731	719
Interest revenue is attributable to:			
Unrestricted investments/financial assets:			
Overdue rates and annual charges (general fund)		34	16
General Council cash and investments		418	420
Restricted investments/funds – external:			
Development contributions			
– Section 94		90	73
– Section 64		15	13
Water fund operations		48	60
Sewerage fund operations		85	89
Domestic waste management operations		41	48
Total interest and investment revenue recognised		731	719
(d) Other revenues			
Rental income – other council properties		75	63
Ex gratia rates		29	29
Fines		–	1
Other charges for overdue rates and charges (legal fees)		3	4
Advertising income – council newsletter		5	5
Australia post supplies / sales		29	20
Commissions and agency fees		142	141
Fuel tax credits		119	93
Internal charges		–	370
Miscellaneous / sundry sales		10	3
Southern phone		24	30
Tourist information bank transfer		–	32
Tourist information centre sales and membership fees		61	56
Sale of old/surplus material		9	–
Windfarm Community Enhancement Program administration fee		15	10
Other		19	35
TOTAL OTHER REVENUE		540	892

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 3. Income from continuing operations (continued)

\$ '000	2017 Operating	2016 Operating	2017 Capital	2016 Capital
(e) Grants				
General purpose (untied)				
Financial assistance	6,463	4,190	–	–
Pensioners' rates subsidies – general component	55	56	–	–
Total general purpose	6,518	4,246	–	–
Specific purpose				
Pensioners' rates subsidies:				
– Water	19	19	–	–
– Sewerage	17	17	–	–
– Domestic waste management	27	27	–	–
Water supplies	–	–	4,405	167
Bushfire services	257	247	–	–
Bushfire and emergency services	–	–	17	–
Community centres	–	–	–	25
Crookwell skate park	–	–	125	–
Environment	31	61	–	–
Footpaths	–	–	68	–
Gunning skate park	–	–	20	97
Heritage and cultural	15	17	–	–
Noxious weeds	117	126	–	–
Public libraries	52	45	34	–
Recreation and culture	–	–	7	15
Street lighting	27	27	–	–
Transport (roads to recovery)	1,753	2,399	–	–
Transport (other roads and bridges funding)	–	–	613	39
Transportation (3x3, block, repair, regional roads)	1,625	1,596	451	311
Youth week	1	1	–	–
Waste management centres	–	–	–	180
Other	–	–	49	–
Total specific purpose	3,941	4,582	5,789	834
Total grants	10,459	8,828	5,789	834
Grant revenue is attributable to:				
– Commonwealth funding	8,216	6,590	19	54
– State funding	1,985	1,991	5,588	658
– Other funding	258	247	182	122
	10,459	8,828	5,789	834

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 3. Income from continuing operations (continued)

\$ '000	2017 Operating	2016 Operating	2017 Capital	2016 Capital
(f) Contributions				
Developer contributions:				
(s93 & s94 – EP&A Act, s64 of the LGA):				
S 94 – contributions towards amenities/services	–	–	402	650
S 94A – fixed development consent levies	–	–	250	–
S 64 – water supply contributions	–	–	31	89
S 64 – sewerage service contributions	–	–	34	46
Total developer contributions	–	–	717	785
Other contributions:				
Bushfire services	–	–	11	–
Gunning skate park (community contributions)	–	–	–	6
Natural disaster funding – roads	764	–	–	–
Other councils – joint works/services	–	–	6	–
Recreation and culture	1	–	2	2
Roads and bridges	–	–	–	1
Transferred employee leave entitlements	62	–	–	–
TV reception tower – federal funding	–	–	–	267
Vehicle leaseback contributions	84	82	–	–
Waste management centres	–	9	–	–
Crookwell skate park	–	–	22	–
Other	5	–	–	–
Total other contributions	916	91	41	276
Total contributions	916	91	758	1,061
TOTAL GRANTS AND CONTRIBUTIONS	11,375	8,919	6,547	1,895

\$ '000	Actual 2017	Actual 2016
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(g) Unspent grants and contributions

Certain grants and contributions are obtained by Council on condition that they be spent in a specified manner:

Unexpended at the close of the previous reporting period	3,531	3,236
Add: grants and contributions recognised in the current period but not yet spent:	1,295	1,114
Less: grants and contributions recognised in a previous reporting period now spent:	(631)	(819)
Net increase (decrease) in restricted assets during the period	664	295
Unexpended and held as restricted assets	4,195	3,531
Comprising:		
– Specific purpose unexpended grants	627	375
– Developer contributions	3,568	3,156
	4,195	3,531

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 4. Expenses from continuing operations

\$ '000	Notes	Actual 2017	Actual 2016
(a) Employee benefits and on-costs			
Salaries and wages		7,861	7,293
Travel expenses		194	279
Employee leave entitlements (ELE)		1,667	1,784
Superannuation		1,093	1,078
Workers' compensation insurance		127	138
Fringe benefit tax (FBT)		45	80
Training costs (other than salaries and wages)		120	65
Other		55	45
Total employee costs		11,162	10,762
Less: capitalised costs		(1,130)	(1,138)
TOTAL EMPLOYEE COSTS EXPENSED		10,032	9,624
Number of 'full-time equivalent' employees (FTE) at year end		136	132
(b) Borrowing costs			
(i) Interest bearing liability costs			
Interest on loans		174	193
Total interest bearing liability costs expensed		174	193
(ii) Other borrowing costs			
Discount adjustments relating to movements in provisions (other than ELE)			
– Remediation liabilities	26	20	13
Total other borrowing costs		20	13
TOTAL BORROWING COSTS EXPENSED		194	206
(c) Materials and contracts			
Raw materials and consumables		1,590	3,193
Contractor and consultancy costs			
– Contractors		5,179	3,764
– Consultancy services		230	104
Auditors remuneration ⁽¹⁾		71	42
Legal expenses:			
– Legal expenses: planning and development		12	86
– Legal expenses: other		17	22
Operating leases:			
– Operating lease rentals: minimum lease payments ⁽²⁾		24	15
TOTAL MATERIALS AND CONTRACTS		7,123	7,226

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 4. Expenses from continuing operations (continued)

\$ '000	Notes	Actual 2017	Actual 2016
(c) Materials and contracts (continued)			
1. Auditor remuneration			
a. During the year, the following fees were incurred for services provided by the Auditor-General:			
Audit and other assurance services			
– Audit and review of financial statements: Auditor-General		42	–
Remuneration for audit and other assurance services		42	–
Total Auditor-General remuneration		42	–
b. During the year, the following fees were incurred for services provided by the other Council's Auditors:			
Audit and other assurance services			
– Audit and review of financial statements: Council's Auditor		0	30
– Audit of regulatory returns		8	3
– Due diligence services: internal audit: Grant Thornton		21	9
Remuneration for audit and other assurance services		29	42
Total remuneration of other Council's Auditors		29	42
Total Auditor remuneration		71	42
2. Operating lease payments are attributable to:			
Other		24	15
		24	15

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 4. Expenses from continuing operations (continued)

\$ '000	Notes	Actual 2017	Actual 2016
(d) Depreciation, amortisation and impairment			
Plant and equipment		1,032	1,137
Office equipment		109	150
Furniture and fittings		10	11
Land improvements (depreciable)		28	30
Infrastructure:			
– Buildings – non-specialised		48	48
– Buildings – specialised		532	529
– Other structures		26	139
– Roads		2,278	2,277
– Bridges		481	482
– Footpaths		23	22
– Stormwater drainage		23	23
– Water supply network		522	527
– Sewerage network		461	458
– Swimming pools		19	–
– Other open space/recreational assets		100	–
Other assets			
– Other		57	57
Asset reinstatement costs	9 & 26	44	32
Total depreciation and amortisation costs		<u>5,793</u>	<u>5,922</u>
Impairment			
Nil			
TOTAL DEPRECIATION AND IMPAIRMENT COSTS EXPENSED		<u>5,793</u>	<u>5,922</u>

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 4. Expenses from continuing operations (continued)

\$ '000	Notes	Actual 2017	Actual 2016
(e) Other expenses			
Advertising		44	39
Australia post stock / supplies		27	17
Bad and doubtful debts		18	17
Bank charges		38	39
Contributions/levies to other levels of government			
– Emergency services levy (includes FRNSW, SES, and RFS levies)		14	13
– NSW fire brigade levy		29	29
– NSW rural fire service levy		406	310
Councillor expenses – mayoral fee		25	24
Councillor expenses – councillors' fees		102	99
Councillors' expenses (incl. mayor) – other (excluding fees above)		59	45
Donations, contributions and assistance to other organisations (Section 356)		58	55
Election expenses		57	–
Electricity and heating		367	373
Fire and emergency services levy (FESL) (excluding employee costs)		12	–
Food premises inspections		–	6
Four villages flood risk management plan		–	52
Insurance		613	583
Postage		45	32
Printing and stationery		118	103
Street lighting		76	77
Subscriptions and publications		103	99
Tablelands Regional Community Strategic Plan		22	–
Telephone and communications		144	136
Tourism expenses (excluding employee costs)		15	16
Valuation fees		59	57
Water usage		165	143
Other		45	101
<u>TOTAL OTHER EXPENSES</u>		<u>2,661</u>	<u>2,465</u>

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 5. Gains or losses from the disposal of assets

\$ '000	Notes	Actual 2017	Actual 2016
Property (excl. investment property)			
Proceeds from disposal – property		66	–
Less: carrying amount of property assets sold/written off		(46)	–
Net gain/(loss) on disposal		20	–
Plant and equipment			
Proceeds from disposal – plant and equipment		362	185
Less: carrying amount of plant and equipment assets sold/written off		(249)	(166)
Net gain/(loss) on disposal		113	19
Financial assets			
Proceeds from disposal/redemptions/maturities – financial assets		20,000	15,700
Less: carrying amount of financial assets sold/redeemed/matured		(20,000)	(15,700)
Net gain/(loss) on disposal		–	–
<u>NET GAIN/(LOSS) ON DISPOSAL OF ASSETS</u>		<u>133</u>	<u>19</u>

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 6a. – Cash assets and Note 6b. – investments

\$ '000	Notes	2017	2017	2016	2016
		Actual Current	Actual Non-current	Actual Current	Actual Non-current
Cash and cash equivalents (Note 6a)					
Cash on hand and at bank		921	–	718	–
Cash-equivalent assets ¹					
– Deposits at call		1,800	–	700	–
– Short-term deposits		6,700	–	3,800	–
Total cash and cash equivalents		9,421	–	5,218	–
Investments (Note 6b)					
– Long term deposits		20,900	–	20,100	–
Total investments		20,900	–	20,100	–
TOTAL CASH ASSETS, CASH EQUIVALENTS AND INVESTMENTS		30,321	–	25,318	–

¹ Those investments where time to maturity (from date of purchase) is < 3 mths.

Cash, cash equivalents and investments were classified at year end in accordance with AASB 139 as follows:

Cash and cash equivalents

a. 'At fair value through the profit and loss'	<u>9,421</u>	<u>–</u>	<u>5,218</u>	<u>–</u>
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Investments

a. 'Held to maturity'	<u>20,900</u>	<u>–</u>	<u>20,100</u>	<u>–</u>
Investments	<u>20,900</u>	<u>–</u>	<u>20,100</u>	<u>–</u>

Refer to Note 27. Fair value measurement for information regarding the fair value of investments held.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 6c. Restricted cash, cash equivalents and investments – details

\$ '000	2017	2017	2016	2016
	Actual Current	Actual Non-current	Actual Current	Actual Non-current
Total cash, cash equivalents and investments	30,321	–	25,318	–
attributable to:				
External restrictions (refer below)	11,617	–	10,513	–
Internal restrictions (refer below)	13,036	–	9,393	–
Unrestricted	5,668	–	5,412	–
	30,321	–	25,318	–

2017 \$ '000	Opening balance	Transfers to restrictions	Transfers from restrictions	Closing balance
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Details of restrictions

External restrictions – included in liabilities

Nil

External restrictions – other

Developer contributions – general	(A)	2,709	742	(160)	3,291
Developer contributions – water fund	(A)	246	36	(168)	114
Developer contributions – sewer fund	(A)	201	44	(82)	163
Specific purpose unexpended grants	(B)	375	17,922	(17,670)	627
Water supplies	(C)	2,079	–	(79)	2,000
Sewerage services	(C)	3,161	473	–	3,634
Domestic waste management	(C)	1,401	–	(66)	1,335
Stormwater management	(C)	191	45	–	236
Gullen Range wind farm community fund	(H)	64	–	–	64
Taralga wind farm community fund	(H)	86	29	–	115
Cullerin Range wind farm community fund	(H)	–	31	–	31
Trust fund		–	7	–	7
External restrictions – other		10,513	19,329	(18,225)	11,617
Total external restrictions		10,513	19,329	(18,225)	11,617

A Development contributions which are not yet expended for the provision of services and amenities in accordance with contributions plans (refer Note 17).

B Grants which are not yet expended for the purposes for which the grants were obtained. (refer Note 1 (b))

C Water, sewerage, domestic waste management (DWM) and other special rates/levies/charges are externally restricted assets and must be applied for the purposes for which they were raised.

H Windfarm community enhancement program (CEP) funds unexpended as at 30 June.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 6c. Restricted cash, cash equivalents and investments – details (continued)

2017 \$ '000	Opening balance	Transfers to restrictions	Transfers from restrictions	Closing balance
Internal restrictions				
Employees leave entitlement	1,679	187	–	1,866
Carry over works	2,422	1,178	(413)	3,187
Deposits, retentions and bonds	210	5	(27)	188
Buildings and infrastructure improvements	1,988	196	–	2,184
Community projects	12	–	–	12
Council houses capital works	32	14	–	46
Cullerin Road – local road transfer funds	4	–	(4)	–
Financial Assistance Grant prepayment Q1 & Q2 17/18	–	2,198	–	2,198
Garbage / waste disposal	37	–	–	37
Gravel pit restoration	388	20	–	408
Information technology and equipment	276	128	(30)	374
Plant and equipment replacement	1,087	466	(396)	1,157
Public halls capital improvements	39	–	–	39
Rubbish tips remediation	408	–	–	408
Library cooperative	71	–	–	71
State Road works contingencies	708	121	–	829
Upper Lachlan Tourist Association	32	–	–	32
Total internal restrictions	9,393	4,513	(870)	13,036
TOTAL RESTRICTIONS	19,906	23,842	(19,095)	24,653

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 7. Receivables

\$ '000	Notes	2017		2016	
		Current	Non-current	Current	Non-current
Purpose					
Rates and annual charges		296	36	217	14
Interest and extra charges		13	3	6	3
User charges and fees		1,411	92	957	39
Accrued revenues					
– Interest on investments		225	–	218	–
– Other income accruals		17	–	–	–
Net GST receivable		288	–	–	–
Other debtors		2	–	4	–
Total		2,252	131	1,402	56
Less: provision for impairment					
Rates and annual charges		(6)	–	(6)	–
User charges and fees		(30)	–	(30)	–
Total provision for impairment – receivables		(36)	–	(36)	–
<u>TOTAL NET RECEIVABLES</u>		<u>2,216</u>	<u>131</u>	<u>1,366</u>	<u>56</u>
Externally restricted receivables					
Water supply					
– Rates and availability charges		57	3	49	1
– Other		45	14	11	12
Sewerage services					
– Rates and availability charges		65	6	49	2
Domestic waste management		67	4	56	1
Total external restrictions		234	27	165	16
Internally restricted receivables					
Nil					
Unrestricted receivables		1,982	104	1,201	40
<u>TOTAL NET RECEIVABLES</u>		<u>2,216</u>	<u>131</u>	<u>1,366</u>	<u>56</u>

Notes on debtors above:

- (i) Rates and annual charges outstanding are secured against the property.
- (ii) Doubtful rates debtors are provided for where the value of the property is less than the debt outstanding.
An allowance for other doubtful debts is made when there is objective evidence that a receivable is impaired.
- (iii) Interest was charged on overdue rates and charges at 8.00% (2016 8.50%).
Generally all other receivables are non-interest bearing.
- (iv) Please refer to Note 15 for issues concerning credit risk and fair value disclosures.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 8. Inventories and other assets

\$ '000	Notes	2017		2016	
		Current	Non-current	Current	Non-current
(a) Inventories					
(i) Inventories at cost					
Stores and materials		298	–	184	–
Stores and materials – gravel		490	–	356	–
Trading stock – Australia post agency		22	–	18	–
Trading stock – tourist information centres		12	–	16	–
Loose tools		197	–	197	–
Total inventories at cost		1,019	–	771	–
(ii) Inventories at net realisable value (NRV)					
Nil					
TOTAL INVENTORIES		1,019	–	771	–
(b) Other assets					
Prepayments		86	–	95	–
TOTAL OTHER ASSETS		86	–	95	–

Externally restricted assets

There are no restrictions applicable to the above assets.

Other disclosures**Inventory write downs**

There were no amounts recognised as an expense relating to the write down of inventory balances held during the year.

Refer to Note 27. Fair value measurement for information regarding the fair value of other assets held.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 9a. Infrastructure, property, plant and equipment

Asset class	as at 30/6/2016			Asset movements during the reporting period						as at 30/6/2017		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals	Carrying value of disposals	Depreciation expense	Adjustments and transfers	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000												
Plant and equipment	13,600	6,206	7,394	1,430	(249)	(1,032)	1	–	–	13,808	6,264	7,544
Office equipment	1,387	1,108	279	360	–	(109)	–	–	–	1,747	1,217	530
Furniture and fittings	205	122	83	–	–	(10)	(1)	–	–	205	133	72
Land:												
– Operational land	4,431	–	4,431	31	(46)	–	–	–	–	4,416	–	4,416
– Community land	3,231	–	3,231	–	–	–	–	–	–	3,231	–	3,231
Land improvements – depreciable	265	136	129	18	–	(28)	–	–	–	281	162	119
Infrastructure:												
– Buildings – non-specialised	3,958	2,099	1,859	18	–	(48)	–	–	–	3,976	2,147	1,829
– Buildings – specialised	39,749	19,388	20,361	188	–	(532)	2	–	–	39,938	19,919	20,019
– Other structures	5,360	2,742	2,618	6	–	(26)	(1,689)	–	–	1,455	546	909
– Roads	113,442	42,298	71,144	3,662	–	(2,278)	–	–	275	116,985	44,182	72,803
– Bridges	47,035	21,939	25,096	562	–	(481)	–	–	–	47,598	22,421	25,177
– Footpaths	1,812	502	1,310	205	–	(23)	–	–	–	2,017	525	1,492
– Bulk earthworks (non-depreciable)	211,611	–	211,611	669	–	–	(4)	–	–	212,276	–	212,276
– Stormwater drainage	2,494	1,089	1,405	63	–	(23)	–	–	–	2,557	1,112	1,445
– Water supply network	34,486	13,580	20,906	5,177	–	(522)	–	(2,585)	–	35,591	12,615	22,976
– Sewerage network	22,613	9,875	12,738	200	–	(461)	–	–	1,810	21,711	7,424	14,287
– Swimming pools	–	–	–	52	–	(19)	456	–	–	1,490	1,001	489
– Other open space/recreational assets	–	–	–	246	–	(100)	1,234	–	–	2,720	1,340	1,380
Other assets:												
– Other	913	391	522	8	–	(57)	(1)	–	–	921	449	472
Reinstatement, rehabilitation and restoration assets (refer Note 26):												
– Tip assets	556	178	378	184	–	(34)	(1)	–	–	740	213	527
– Quarry assets	346	38	308	–	–	(10)	–	–	–	346	48	298
TOTAL INFRASTRUCTURE, PROPERTY, PLANT AND EQUIP.	507,494	121,691	385,803	13,079	(295)	(5,793)	(3)	(2,585)	2,085	514,009	121,718	392,291

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

Refer to Note 27. Fair value measurement for information regarding the fair value of other infrastructure, property, plant and equipment.

Note: Swimming pools & Other open space/recreational assets transferred from Other structures in 2017

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 9b. Externally restricted infrastructure, property, plant and equipment

\$ '000	Actual 2017			Actual 2016		
	Gross carrying amount	Accumulated depn. and impairment	Net carrying amount	Gross carrying amount	Accumulated depn. and impairment	Net carrying amount
Water supply						
Plant and equipment	98	46	52	61	42	19
Office equipment	11	10	1	11	9	2
Land						
– Operational land	400	–	400	400	–	400
– Community land	7	–	7	7	–	7
Buildings	963	745	218	963	734	229
Infrastructure	35,591	12,615	22,976	34,486	13,582	20,904
Total water supply	37,070	13,416	23,654	35,928	14,367	21,561
Sewerage services						
Plant and equipment	150	63	87	113	54	59
Office equipment	2	2	–	2	1	1
Land						
– Operational land	143	–	143	143	–	143
– Community land	110	–	110	110	–	110
Buildings	828	240	588	828	229	599
Infrastructure	21,711	7,424	14,287	22,613	9,875	12,738
Total sewerage services	22,944	7,729	15,215	23,809	10,159	13,650
Domestic waste management						
Plant and equipment	1,242	342	900	1,091	452	639
Land						
– Operational land	80	–	80	80	–	80
– Improvements non-depreciable	59	27	32	–	–	–
Other assets	66	32	34	125	52	73
Total DWM	1,447	401	1,046	1,296	504	792
TOTAL RESTRICTED I,PP&E	61,461	21,546	39,915	61,033	25,030	36,003

Note 9c. Infrastructure, property, plant and equipment – current year impairments

Council has recognised no impairment losses during the reporting period nor reversed any prior period losses.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 10a. Payables, borrowings and provisions

\$ '000	Notes	2017		2016	
		Current	Non-current	Current	Non-current
Payables					
Goods and services		2,745	–	1,204	–
Accrued expenses:					
– Salaries and wages		199	–	221	–
– Other expenditure accruals		25	–	43	–
Security bonds, deposits and retentions		188	–	211	–
Community enhancement programs		210	–	150	–
Other		7	–	8	–
Total payables		3,374	–	1,837	–
Income received in advance					
Nil					
Borrowings					
Loans – secured ¹		217	1,890	240	2,107
Total borrowings		217	1,890	240	2,107
Provisions					
Employee benefits:					
Annual leave		772	–	746	–
Long service leave		3,342	–	3,302	–
Other leave – time in lieu		16	–	12	–
Sub-total – aggregate employee benefits		4,130	–	4,060	–
Asset remediation/restoration (future works)	26	–	817	–	797
Total provisions		4,130	817	4,060	797
TOTAL PAYABLES, BORROWINGS AND PROVISIONS		7,721	2,707	6,137	2,904
(i) Liabilities relating to restricted assets					
		2017		2016	
		Current	Non-current	Current	Non-current
Externally restricted assets					
Water		215	700	219	764
Sewer		169	264	169	301
Domestic waste management		67	–	95	–
Liabilities relating to externally restricted assets		451	964	483	1,065
Internally restricted assets					
Nil					
Total liabilities relating to restricted assets		451	964	483	1,065
Total liabilities relating to unrestricted assets		7,270	1,743	5,654	1,839
TOTAL PAYABLES, BORROWINGS AND PROVISIONS		7,721	2,707	6,137	2,904

¹. Loans are secured over the general rating income of Council

Disclosures on liability interest rate risk exposures, fair value disclosures and security can be found in Note 15.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 10a. Payables, borrowings and provisions (continued)

\$ '000	Actual 2017	Actual 2016
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(ii) Current liabilities not anticipated to be settled within the next twelve months

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

Provisions – employees benefits	3,032	3,019
	<u>3,032</u>	<u>3,019</u>

Note 10b. Description of and movements in provisions

Class of provision	2016	2017				Closing balance as at 30/6/17
	Opening balance as at 1/7/16	Additional provisions	Decrease due to payments	Remeasurement effects due to discounting	Unused amounts reversed	
Annual leave	746	26	–	–	–	772
Long service leave	3,302	40	–	–	–	3,342
Other leave – time in lie	12	4	–	–	–	16
Asset remediation	797	20	–	–	–	817
TOTAL	4,857	90	–	–	–	4,947

- a. Employees leave entitlements and on-costs represents those benefits accrued and payable and an estimate of those that will become payable in the future as a result of past service.
- b. Asset remediation, reinstatement and restoration provisions represent the present value estimate of future costs Council will incur in order to remove, restore and remediate assets and/or activities as a result of past operations.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 11. Statement of cash flows – additional information

\$ '000	Notes	Actual 2017	Actual 2016
(a) Reconciliation of cash assets			
Total cash and cash equivalent assets	6a	9,421	5,218
Less bank overdraft	10	–	–
Balance as per the Statement of Cash Flows		9,421	5,218
(b) Reconciliation of net operating result to cash provided from operating activities			
Net operating result from Income Statement		11,768	5,720
Adjust for non-cash items:			
Depreciation and amortisation		5,793	5,922
Net losses/(gains) on disposal of assets		(133)	(19)
Unwinding of discount rates on reinstatement provisions		20	13
+/- Movement in operating assets and liabilities and other cash items:			
Decrease/(increase) in receivables		(925)	443
Decrease/(increase) in inventories		(248)	281
Decrease/(increase) in other assets		9	(28)
Increase/(decrease) in payables		1,541	347
Increase/(decrease) in other accrued expenses payable		(40)	(329)
Increase/(decrease) in other liabilities		36	175
Increase/(decrease) in employee leave entitlements		70	257
Net cash provided from/(used in) operating activities from the Statement of Cash Flows		17,891	12,782
(c) Non-cash investing and financing activities			
Nil			
(d) Financing arrangements			
(i) Unrestricted access was available at balance date to the following lines of credit:			
Bank overdraft facilities ⁽¹⁾		300	300
Credit cards/purchase cards		26	26
Total financing arrangements		326	326

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

Interest rates on overdrafts are interest rates on loans and other payables are disclosed in Note 15.

(ii) Secured loan liabilities

Loans are secured by a mortgage over future years rate revenue only.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 12. Commitments for expenditure

\$ '000	Notes	Actual 2017	Actual 2016
(a) Capital commitments (exclusive of GST)			
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:			
Property, plant and equipment			
Buildings		–	68
Plant and equipment		–	547
Plant and equipment – water and sewer infrastructure		–	5,276
Operational Land		173	190
Total commitments		173	6,081
Note: Operational land capital commitment of \$173k refers to purchase of Heffernans Quarry			
These expenditures are payable as follows:			
Within the next year		173	6,081
Total payable		173	6,081
Sources for funding of capital commitments:			
Unrestricted general funds		173	777
Future grants and contributions		–	4,610
Externally restricted reserves		–	694
Total sources of funding		173	6,081

(b) Finance lease commitments

Nil

(c) Operating lease commitments (non-cancellable)**a. Commitments under non-cancellable operating leases at the reporting date, but not recognised as liabilities are payable:**

Within the next year	24	24
Later than one year and not later than 5 years	39	62
Later than 5 years	–	–
Total non-cancellable operating lease commitments	63	86

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

Office equipment leases

Conditions relating to operating leases:

- All operating lease agreements are secured only against the leased asset.
- No lease agreements impose any financial restrictions on Council regarding future debt etc.

(d) Investment property commitments

Nil

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 13a(i). Statement of performance measurement – indicators (consolidated)

\$ '000	Amounts 2017	Indicator 2017	Prior periods		Benchmark
			2016	2015	
Local government industry indicators – consolidated					
1. Operating performance ratio					
Total continuing operating revenue ⁽¹⁾ excluding capital grants and contributions less operating expenses	<u>5,088</u>	16.47%	13.01%	2.92%	>0.00%
Total continuing operating revenue ⁽¹⁾ excluding capital grants and contributions	<u>30,891</u>				
2. Own source operating revenue ratio					
Total continuing operating revenue ⁽¹⁾ excluding all grants and contributions	<u>19,516</u>	52.13%	65.28%	65.81%	>60.00%
Total continuing operating revenue ⁽¹⁾	<u>37,438</u>				
3. Unrestricted current ratio					
Current assets less all external restrictions ⁽²⁾	<u>21,791</u>	5.14x	6.40x	5.66x	>1.5x
Current liabilities less specific purpose liabilities ^(3, 4)	<u>4,238</u>				
4. Debt service cover ratio					
Operating result ⁽¹⁾ before capital excluding interest and depreciation/impairment/amortisation	<u>11,075</u>	25.52x	22.37x	14.15x	>2x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	<u>434</u>				
5. Rates, annual charges, interest and extra charges outstanding percentage					
Rates, annual and extra charges outstanding	<u>342</u>	3.35%	2.36%	2.23%	< 5% Metro
Rates, annual and extra charges collectible	<u>10,204</u>				<10% Rural
6. Cash expense cover ratio					
Current year's cash and cash equivalents plus all term deposits	<u>30,321</u>	19.29	15.9 mths	13.6 mths	> 3 mths
Payments from cash flow of operating and financing activities	<u>1,572</u>	mths			

Notes

(1) Excludes fair value adjustments and reversal of revaluation decrements, net gain/(loss) on sale of assets and the net share of interests in joint ventures and associates.

(2) Refer Notes 6-8 inclusive.

Also excludes any real estate and land for resale not expected to be sold in the next 12 months.

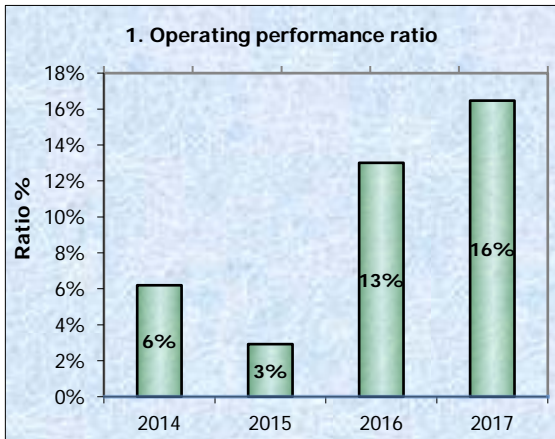
(3) Refer to Note 10(a).

(4) Refer to Note 10(a)(ii) – excludes all payables and provisions not expected to be paid in the next 12 months (incl. ELE).

Upper Lachlan Shire Council

Notes to the Financial Statements for the year ended 30 June 2017

Note 13a(ii). Local government industry indicators – graphs (consolidated)



Purpose of operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.



Commentary on 2016/17 result

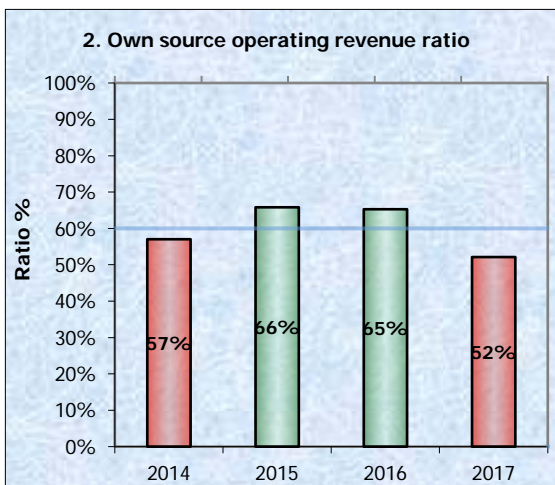
2016/17 ratio 16.47%

Additional Roads to Recovery funding (+\$832k) and advance payment for the Financial Assistance Grant (+\$2.2m) are the principal reason for increase in this ratio. Council has managed cash outflows on operating expenses while supplementing operating revenues through profits generated by the NSW State road MR54 contract works.

Benchmark: ——— Minimum >=0.00%

Source for benchmark: Code of Accounting Practice and Financial Reporting #25

 Ratio achieves benchmark
 Ratio is outside benchmark



Purpose of own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.



Commentary on 2016/17 result

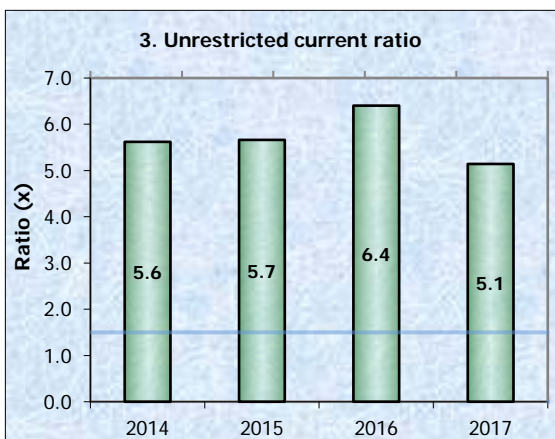
2016/17 ratio 52.13%

This ratio is dependant on the extent of external funding sources and the timing of such payments to Council. An increase in operating grants including additional Roads to Recovery funding (+\$832k) and advance payments on the Financial Assistance Grant (+\$2.2m) are the principal reason for the decrease in own source operating revenues and has resulted in 52% of own source operating revenues in 2016/2017.

Benchmark: ——— Minimum >=60.00%

Source for benchmark: Code of Accounting Practice and Financial Reporting #25

 Ratio achieves benchmark
 Ratio is outside benchmark



Purpose of unrestricted current ratio

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.



Commentary on 2016/17 result

2016/17 ratio 5.14x

Council has been above benchmark for the past 4 years. Adequate working funds are retained to meet short term liabilities. Unrestricted cash levels have also increased significantly over this period. The value of liabilities has been relatively consistent over the the 4 year period.

Benchmark: ——— Minimum >=1.50

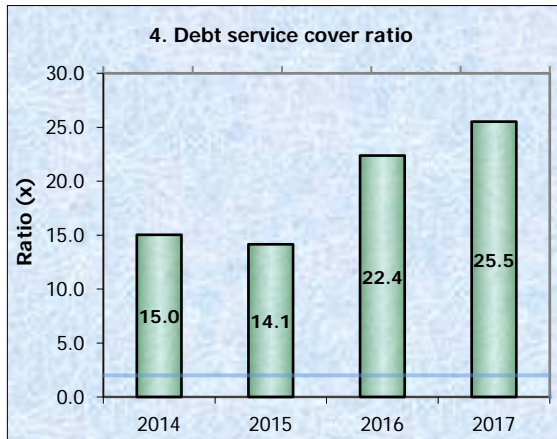
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

 Ratio achieves benchmark
 Ratio is outside benchmark

Upper Lachlan Shire Council

Notes to the Financial Statements for the year ended 30 June 2017

Note 13a(ii). Local government industry indicators – graphs (consolidated)



Purpose of debt service cover ratio

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments

Commentary on 2016/17 result

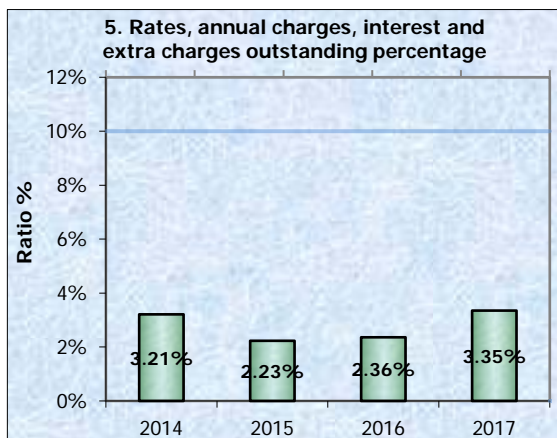
2016/17 ratio 25.52x

Council has maintained low debt/borrowing levels by successfully securing external funding to carry out substantial capital infrastructure projects. There is capacity for servicing greater levels of debt for scheduled future projects such as the replacement of timber bridges program.

Benchmark: Minimum ≥ 2.00

Source for benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio achieves benchmark
 Ratio is outside benchmark



Purpose of rates and annual charges outstanding ratio

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

Commentary on 2016/17 result

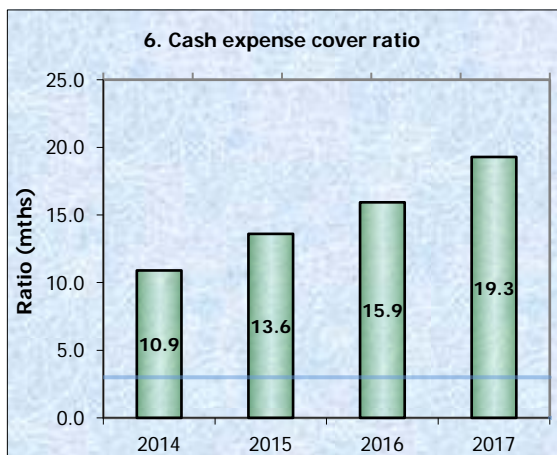
2016/17 ratio 3.35%

Council's debt recovery management practices and dedicated revenue staff have achieved impressive and consistent results in rates and debt recovery over the past 10 years keeping rates and charges outstanding levels well below the benchmark of 5%.

Benchmark: Maximum $< 10.00\%$

Source for Benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio is within Benchmark
 Ratio is outside Benchmark



Purpose of cash expense cover ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

Commentary on 2016/17 result

2016/17 ratio 19.29 mths

Performance is above benchmark for the past 4 years and Council has very sound liquidity with the capacity to fund the large works program detailed in the 4 year delivery program 2017/2018 to 2020/2021. It also allows Council the ability to meet unforeseen expenses such as emergency repairs and also to capitalise on short notice matching grant funding opportunities.

Benchmark: Minimum ≥ 3.00

Source for benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio achieves benchmark
 Ratio is outside benchmark

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 13b. Statement of performance measurement – indicators (by fund)

\$ '000	General indicators ⁵		Water indicators		Sewer indicators		Benchmark
	2017	2016	2017	2016	2017	2016	
Local government industry indicators – by fund							
1. Operating performance ratio							
Total continuing operating revenue ⁽¹⁾ excluding capital grants and contributions							
less operating expenses							
<hr/>							
Total continuing operating revenue ⁽¹⁾ excluding capital grants and contributions	17.16%	13.67%	7.55%	3.45%	14.92%	13.58%	>0.00%
2. Own source operating revenue ratio							
Total continuing operating revenue ⁽¹⁾ excluding capital grants and contributions							
<hr/>							
Total continuing operating revenue ⁽¹⁾	54.74%	61.95%	29.62%	87.14%	96.53%	95.73%	>60.00%
3. Unrestricted current ratio							
Current assets less all external restrictions ⁽²⁾							
<hr/>							
Current liabilities less specific purpose liabilities ^(3, 4)	5.14x	6.40x	9.78x	9.77x	21.89x	18.99x	>1.5x

Notes

(1) - (4) Refer to Notes at Note 13a(i) above.

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

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 13b. Statement of performance measurement – indicators (by fund) (continued)

\$ '000	General indicators ⁵		Water indicators		Sewer indicators		Benchmark
	2017	2016	2017	2016	2017	2016	
Local government industry indicators – by fund (continued)							
4. Debt service cover ratio							
Operating result ⁽¹⁾ before capital excluding interest and depreciation/impairment/amortisation							
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	35.54x	31.16x	6.45x	5.85x	14.49x	12.69x	>2x
5. Rates, annual charges, interest and extra charges outstanding percentage							
Rates, annual and extra charges outstanding	2.54%	1.66%	7.31%	6.01%	6.59%	4.78%	< 5% Metro <10% Rural
Rates, annual and extra charges collectible							
6. Cash expense cover ratio							
Current year's cash and cash equivalents plus all term deposits							
Payments from cash flow of operating and financing activities	17.42 months	13.90 months	19.93 months	20.99 months	58.94 months	51.33 months	> 3 months

Notes

(1) Refer to Notes at Note 13a(i) above.

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

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 14. Investment properties

\$ '000

Council has not classified any land or buildings as 'investment properties'.

Note 15. Financial risk management

Risk management

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

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

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

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

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

	Carrying value		Fair value	
	2017	2016	2017	2016
Financial assets				
Cash and cash equivalents	9,421	5,218	9,421	5,218
Investments				
– 'Held to maturity'	20,900	20,100	20,900	20,100
Receivables	2,347	1,422	2,347	1,422
Total financial assets	32,668	26,740	32,668	26,740
Financial liabilities				
Payables	3,374	1,837	3,374	1,837
Loans/advances	2,107	2,347	2,107	2,347
Total financial liabilities	5,481	4,184	5,481	4,184

Fair value is determined as follows:

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

Refer to Note 27. Fair value measurement for information regarding the fair value of financial assets and liabilities.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 15. Financial risk management (continued)

\$ '000

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

Council's finance area manages the cash and Investments portfolio with oversight from Council's Audit, Risk & Improvement Committee.

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

The risks associated with the investments held are:

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

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

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

The following represents a summary of the sensitivity of Council's Income Statement and accumulated surplus (for the reporting period) due to a change in either the price of a financial asset or the interest rates applicable.

It is assumed that the change in interest rates would have been constant throughout the reporting period.

	Increase of values/rates		Decrease of values/rates	
	Profit	Equity	Profit	Equity
2017				
Possible impact of a 1% movement in interest rates	27	27	(27)	(27)
2016				
Possible impact of a 1% movement in interest rates	14	14	(14)	(14)

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 15. Financial risk management (continued)

\$ '000

(b) Credit risk

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

The major risk associated with these receivables is credit risk – the risk that debts due and payable to Council may not be repaid in full.

Council manages this risk by monitoring outstanding debt and employing stringent debt recovery procedures. It also encourages ratepayers to pay their rates by the due date through incentives.

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

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

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

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

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

A profile of Council's receivables credit risk at balance date follows:

	2017 Rates and annual charges	2017 Other receivables	2016 Rates and annual charges	2016 Other receivables
(i) Ageing of receivables – %				
Current (not yet overdue)	-	94%	-	88%
Overdue	100%	6%	100%	12%
	100%	100%	100%	100%

		2017 Rates and annual charges	2017 Other receivables	2016 Rates and annual charges	2016 Other receivables
(ii) Ageing of receivables – value					
Rates and annual charges	Other receivables				
Current	Current	-	1,971	-	1,187
< 1 year overdue	0 – 30 days overdue	296	2	217	2
1 – 2 years overdue	31 – 60 days overdue	36	-	14	-
> 5 years overdue	> 91 days overdue	-	78	-	38
		332	2,051	231	1,227

(iii) Movement in provision for impairment of receivables

	2017	2016
Balance at the beginning of the year	36	36
Balance at the end of the year	36	36

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 15. Financial risk management (continued)

\$ '000

(c) Liquidity risk

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

Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

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

The contractual undiscounted cash outflows (ie. principal and interest) of Council's payables and borrowings are set out in the maturity table below:

\$ '000	Subject to no maturity	payable in:						Total cash outflows	Actual carrying values
		≤ 1 Year	1-2 Yrs	2-3 Yrs	3-4 Yrs	4-5 Yrs	> 5 Yrs		
2017									
Trade/other payables	188	3,119	–	–	–	–	–	3,374	3,374
Loans and advances	–	376	376	376	376	343	1,200	3,047	2,107
Total financial liabilities	188	3,495	376	376	376	343	1,200	6,354	5,481
2016									
Trade/other payables	211	1,626	–	–	–	–	–	1,837	1,837
Loans and advances	–	417	376	376	376	376	1,542	3,463	2,347
Total financial liabilities	211	2,043	376	376	376	376	1,542	5,300	4,184

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

The following interest rates were applicable to Council's borrowings at balance date:

	2017		2016	
	Carrying value	Average interest rate	Carrying value	Average interest rate
Trade/other payables	3,374	0.00%	1,837	0.00%
Loans and advances – fixed interest rate	2,107	7.64%	2,347	7.67%
	<u>5,481</u>		<u>4,184</u>	

Loan agreement breaches

Nil

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 16. Material budget variations

\$ '000

Council's original financial budget for 16/17 was adopted by the Council on 16 June 2016.

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

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

Note that for variations* of budget to actual :

Material variations represent those variances that amount to **10%** or more of the original budgeted figure.

F = Favourable budget variation, **U** = Unfavourable budget variation

\$ '000	2017 Budget	2017 Actual	2017 Variance*		
REVENUES					
Rates and annual charges	10,124	9,933	(191)	(2%)	U
User charges and fees	8,506	8,312	(194)	(2%)	U
Interest and investment revenue	603	731	128	21%	F
Higher than expected cash & investments holdings were held during the year with subsequently higher interest income.					
Other revenues	513	540	27	5%	F
Operating grants and contributions	9,390	11,375	1,985	21%	F
Advance payment for 2017/2018 Financial Assistance Grants which significantly increased operating grants and contributions (\$2.198m)					
Capital grants and contributions	6,396	6,547	151	2%	F
Net gains from disposal of assets	47	133	86	183%	F
Gains on sale of plant exceeded estimates as proceeds for sale were greater than expected and changeover took place late in the year with higher than expected accumulated depreciation on plant sold.					

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 16. Material budget variations (continued)

\$ '000	2017 Budget	2017 Actual	2017 ----- Variance* -----		
EXPENSES					
Employee benefits and on-costs	10,351	10,032	319	3%	F
Borrowing costs	207	194	13	6%	F
Materials and contracts	7,776	7,123	653	8%	F
Depreciation and amortisation	5,751	5,793	(42)	(1%)	U
Other expenses	2,843	2,661	182	6%	F
Net losses from disposal of assets	154	-	154	100%	F
The expected loss on sale of plant did not occur as proceeds for sale exceeded estimates and changeover took place late in the year with higher than expected accumulated depreciation on plant sold.					

Budget variations relating to Council's Cash Flow Statement include:

Cash flows from operating activities	14,742	17,891	3,149	21.4%	F
Increased grants for Roads to Recovery and an advance payment for 2017/2018 Financial Assistance Grants significantly increased operating grants and contributions.					
Cash flows from investing activities	(14,564)	(13,448)	1,116	(7.7%)	F
Cash flows from financing activities	(255)	(240)	15	(5.9%)	F

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 17. Statement of developer contributions

\$ '000

Council recovers contributions, raises levies and enters into planning agreements on development works that are subject to a development consent issued by Council. All contributions must be spent/utilised for the specific purpose they were levied and any interest applicable to unspent funds must be attributed to remaining funds.

The following tables detail the receipt, interest and use of the above contributions and levies and the value of all remaining funds which are 'restricted' in their future use.

SUMMARY OF CONTRIBUTIONS AND LEVIES

PURPOSE	Opening balance	Contributions received during the year		Interest earned in year	Expenditure during year	Internal borrowing (to)/from	Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
Bushfire	173	20	–	5	(44)	–	154	–
Roads	1,674	292	–	56	(107)	–	1,915	–
Waste management	237	16	–	8	–	–	261	–
Open space	204	25	–	7	–	–	236	–
Community Facilities	349	43	–	12	(9)	–	395	–
Other	72	6	–	2	–	–	80	–
S94 contributions – under a plan	2,709	402	–	90	(160)	–	3,041	–
S94A levies – under a plan	–	250	–	–	–	–	250	–
Total S94 revenue under plans	2,709	652	–	90	(160)	–	3,291	–
S64 contributions	447	65	–	15	(250)	–	277	–
Total contributions	3,156	717	–	105	(410)	–	3,568	–

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 17. Statement of developer contributions (continued)

\$ '000

S94 CONTRIBUTIONS – UNDER A PLAN

Upper Lachlan Development Contributions Plan 2007

PURPOSE	Opening balance	Contributions received during the year		Interest earned in year	Expenditure during year	Internal borrowing (to)/from	Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
Bushfire	173	20	–	5	(44)	–	154	–
Roads	1,674	292	–	56	(107)	–	1,915	–
Waste management	237	16	–	8	–	–	261	–
Open space	204	25	–	7	–	–	236	–
Community facilities	349	43	–	12	(9)	–	395	–
Other	72	6	–	2	–	–	80	–
Total	2,709	402	–	90	(160)	–	3,041	–

S94A LEVIES – UNDER A PLAN

Upper Lachlan Section 94A Development Contributions Plan - Gullen Range Solar Farm/Bannister lane.

PURPOSE	Opening balance	Contributions received during the year		Interest earned in year	Expenditure during year	Internal borrowing (to)/from	Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
Public facilities	–	250	–	–	–	–	250	–
Total	–	250	–	–	–	–	250	–

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 17. Statement of developer contributions (continued)

\$ '000

S64 contributions

Upper Lachlan Development Servicing Plan for Water & Sewer

PURPOSE	Opening balance	Contributions received during the year		Interest earned in year	Expenditure during year	Internal borrowing (to)/from	Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
Water supply	246	31	–	5	(168)	–	114	–
Sewerage services	201	34	–	10	(82)	–	163	–
Total	447	65	–	15	(250)	–	277	–

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 18. Contingencies and other assets/liabilities not recognised

\$ '000

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

LIABILITIES NOT RECOGNISED:

1. Guarantees

(i) Defined benefit superannuation contribution plans

Council participates in an employer-sponsored defined benefit superannuation scheme, and makes contributions as determined by the superannuation scheme's trustees.

Member councils bear responsibility of ensuring there are sufficient funds available to pay out the required benefits as they fall due.

The schemes most recent full actuarial review indicated that the net assets of the scheme were not sufficient to meet the accrued benefits of the schemes defined benefit member category with member councils required to make significantly higher contributions in future years.

The Local Government Superannuation Scheme however is unable to provide Council with an accurate estimate of its share of the net deficit and accordingly Council has not recorded any net liability from its defined benefit scheme obligations in accordance with AASB 119.

Future contributions made to the defined benefit scheme to rectify the net deficit position will be recognised as an expense when they become payable – similar to the accounting for defined contributions plans.

(ii) Statewide Limited

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

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

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

(iii) StateCover Limited

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

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

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

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

(iv) Other guarantees

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

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 18. Contingencies and other assets/liabilities not recognised (continued)

\$ '000

LIABILITIES NOT RECOGNISED (continued):

2. Other liabilities

(i) Third party claims

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

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

(ii) S94 plans

Council levies section 94/94A contributions upon various development across the Council area through the required contributions plans.

As part of these plans, Council has received funds for which it will be required to expend the monies in accordance with those plans.

As well, these plans indicate proposed future expenditure to be undertaken by Council, which will be funded by making levies and receipting funds in future years or where a shortfall exists by the use of Council's general funds.

These future expenses do not yet qualify as liabilities as of the reporting date, but represent Council's intention to spend funds in the manner and timing set out in those plans.

ASSETS NOT RECOGNISED:

(i) Land under roads

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

CONTINGENT ASSETS

(i)

The Minister for Local Government made the following determination on 7 September 2006, relating to the transfer of assets, rights and liabilities of the former Mulwaree Shire Council to Upper Lachlan Shire Council. Schedule 2 of the determination states that "the fixed assets of the Montague Street and Clinton Street, Goulburn properties remain with Goulburn Mulwaree Council. In the event of the sale of this property Upper Lachlan Shire Council will be reimbursed 24.22% of the net profit". The Montague Street property was sold in 2014/2015. Council retains a 24.22% share in the Clinton Street property which remains as a contingent asset.

(ii)

Council has entered into a voluntary Planning Agreement with AGL Energy Ltd on 11 September 2012 in relation to Critical Infrastructure Project reference number MP10_0035 for the project commonly known as the Dalton Gas Fired Power Station. As per section 5 of the voluntary Planning Agreement, AGL Energy Ltd has agreed to pay a monetary contribution of 0.833% of the total capital expenditure of stage one of the development into a Community Enhancement Fund, administered by Council. Payment shall be by instalments over a period of 40 years (indexed) as per clause 5.1 of the planning agreement. Should the development proceed to stage two, a further contribution payment shall be made under clause 5.2 of the voluntary Planning Agreement with the terms and conditions being the same as those applying to stage one.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 18. Contingencies and other assets/liabilities not recognised (continued)

\$ '000

(iii)

Council has entered into a voluntary Community Enhancement Planning Agreement with Goldwind Australia Pty Ltd on 24 October 2013 in relation to the project commonly known as the Gullen Range Wind Farm. As per section 3 'The Community Enhancement Program' of the voluntary Planning Agreement, Goldwind Australia Pty Ltd has agreed to pay a monetary contribution of \$1,666.00 per annum per completed turbine to be indexed by CPI annually commencing at the September 2010 quarter. A Community Fund Committee has been formed to govern the Community fund. Council will be responsible for the administration and governance of the Committee.

(iv)

Council has entered into a Community Enhancement Planning Agreement with Taralga Wind Farm Nominees (No 2) Pty Ltd on 7 September 2014 in relation to the project commonly known as the Taralga Wind Farm. As per section 3 'The Community Enhancement Program' of the voluntary Planning Agreement, Taralga Wind Farm Nominees (No 2) Pty Ltd has agreed to pay a monetary contribution of \$2,500.00 per annum per completed turbine to be indexed by CPI annually commencing at the September 2015 quarter. A Community Fund Committee will be formed to govern the Community fund. Council will be responsible for the administration and governance of the Committee.

(v)

Council has entered into a Community Enhancement Planning Agreement with Cullerin Range Wind Farm Pty Ltd on 20 October 2016 in relation to the project commonly known as the Cullerin Range Wind Farm. As per section 4 'The Community Enhancement Program' of the voluntary Planning Agreement, Cullerin Range Wind Farm Pty Ltd has agreed to pay a total monetary contribution of \$1,500.00 per annum to be indexed by CPI annually commencing at the March 2015 quarter. A Community Fund Committee will be formed to govern the Community fund. Council will be responsible for the administration and governance of the Committee.

(v)

Council resolved on 18 May 2017 'that Council places on public exhibition the draft Crookwell 2 and 3 Wind Farm voluntary planning agreement...' Council entered into a Community Enhancement Planning Agreement with Crookwell Developments Pty Ltd on 27 July 2017 in relation to the project commonly known as the Crookwell 2 and 3 Wind Farm. Section 5 of the agreement, 'Payment of the Monetary Contribution', states 'The company must pay to the Council the Monetary Contribution (\$2,500 per turbine) in arrears on 1 July each year' to be indexed by CPI annually commencing at the June 2011 quarter. A Community Fund Committee will be formed to govern the Community fund. Council will be responsible for the administration and governance of the Committee.

Note 19. Interests in other entities

Council has no interest in any controlled entities, joint arrangements or associates.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 20. Retained earnings, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors

\$ '000	Notes	Actual 2017	Actual 2016
(a) Retained earnings			
Movements in retained earnings were as follows:			
Balance at beginning of year (from previous years audited accounts)		278,805	273,085
a. Net operating result for the year		11,768	5,720
Balance at end of the reporting period		290,573	278,805
(b) Revaluation reserves			
(i) Reserves are represented by:			
– Infrastructure, property, plant and equipment revaluation reserve		125,063	125,563
Total		125,063	125,563
(ii) Reconciliation of movements in reserves:			
Infrastructure, property, plant and equipment revaluation reserve			
– Opening balance		125,563	124,977
– Revaluations for the year	9(a)	(500)	586
– Balance at end of year		125,063	125,563
TOTAL VALUE OF RESERVES		125,063	125,563

(iii) Nature and purpose of reserves**Infrastructure, property, plant and equipment revaluation reserve**

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

(c) Correction of error/s relating to a previous reporting period

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

(d) Voluntary changes in accounting policies

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

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 21. Financial result and financial position by fund

Income Statement by fund \$ '000	Actual 2017	Actual 2017	Actual 2017
Continuing operations	Water	Sewer	General¹
Income from continuing operations			
Rates and annual charges	818	1,072	8,043
User charges and fees	1,003	250	7,059
Interest and investment revenue	53	95	583
Other revenues	1	–	539
Grants and contributions provided for operating purposes	19	17	11,339
Grants and contributions provided for capital purposes	4,436	34	2,077
Other income			
Net gains from disposal of assets	–	–	133
Share of interests in joint ventures and associates using the equity method	–	–	–
Total income from continuing operations	6,330	1,468	29,773
Expenses from continuing operations			
Employee benefits and on-costs	431	289	9,312
Borrowing costs	54	22	118
Materials and contracts	484	316	6,323
Depreciation and amortisation	538	481	4,774
Impairment	–	–	–
Other expenses	244	112	2,305
Total expenses from continuing operations	1,751	1,220	22,832
Operating result from continuing operations	4,579	248	6,941
Discontinued operations			
Net profit/(loss) from discontinued operations	–	–	–
Net operating result for the year	4,579	248	6,941
Net operating result attributable to each council fund	4,579	248	6,941
Net operating result for the year before grants and contributions provided for capital purposes	143	214	4,864

¹ General fund refers to all Council's activities other than Water and Sewer.

NB. All amounts disclosed above are gross – that is, they include internal charges and recoveries made between the funds.

Upper Lachlan Shire Council

Notes to the Financial Statements

as at 30 June 2017

Note 21. Financial result and financial position by fund (continued)

Statement of Financial Position by fund \$ '000	Actual 2017	Actual 2017	Actual 2017
ASSETS	Water	Sewer	General¹
Current assets			
Cash and cash equivalents	–	–	9,421
Investments	2,114	3,797	14,989
Receivables	103	65	2,048
Inventories	–	–	1,019
Other	–	–	86
Total current assets	2,217	3,862	27,563
Non-current assets			
Investments	–	–	–
Receivables	16	6	109
Inventories	–	–	–
Infrastructure, property, plant and equipment	23,654	15,215	353,422
Investments accounted for using the equity method	–	–	–
Investment property	–	–	–
Intangible assets	–	–	–
Total non-current assets	23,670	15,221	353,531
TOTAL ASSETS	25,887	19,083	381,094
LIABILITIES			
Current liabilities			
Payables	16	5	3,353
Borrowings	64	36	117
Provisions	135	128	3,867
Total current liabilities	215	169	7,337
Non-current liabilities			
Payables	–	–	–
Income received in advance	–	–	–
Borrowings	700	264	926
Provisions	–	–	817
Total non-current liabilities	700	264	1,743
TOTAL LIABILITIES	915	433	9,080
Net assets	24,972	18,650	372,014
EQUITY			
Retained earnings	24,063	14,851	251,659
Revaluation reserves	909	3,799	120,355
Total equity	24,972	18,650	372,014

¹ General Fund refers to all Council's activities other than Water and Sewer.

NB. All amounts disclosed above are gross – that is, they include internal receivables and payables between the funds.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 22. 'Held for sale' non-current assets and disposal groups

\$ '000

Council did not classify any non-current assets or disposal groups as 'held for sale'.

Note 23. Events occurring after the reporting date

Events that occur between the end of the reporting period (30 June 2017) and the date when the financial statements are 'authorised for issue' have been taken into account in preparing these statements.

Council has adopted the date of receipt of the Auditors' Report as the applicable 'authorised for issue' date relating to these General Purpose Financial Statements.

Accordingly, the 'authorised for issue' date is 05/10/17.

Events that occur after the reporting period represent one of two types:

(i) Events that provide evidence of conditions that existed at the reporting period

These financial statements (and the figures therein) incorporate all 'adjusting events' that provided evidence of conditions that existed at 30 June 2017.

(ii) Events that provide evidence of conditions that arose after the reporting period

These financial statements (and figures therein) do not incorporate any 'non-adjusting events' that have occurred after 30 June 2017 and which are only indicative of conditions that arose after 30 June 2017.

Council is aware of the following 'non-adjusting events' that merit disclosure:

Purchase of Lot 10 DP 228468 known as Heffernan's quarry.

Council has negotiated to purchase the above land for the amount of \$190,000 with settlement to occur in the near future.

Note 24. Discontinued operations

Council has not classified any of its operations as 'discontinued'.

Note 25. Intangible assets

Intangible assets represent identifiable non-monetary assets without physical substance.

Council is unaware of any control over intangible assets that warrant recognition in the financial statements, including either internally generated and developed assets or purchased assets.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 26. Reinstatement, rehabilitation and restoration liabilities

\$ '000

Council has legal/public obligations to make restore, rehabilitate and reinstate the following assets/operations:

Asset/operation	Estimated year of restoration	NPV of provision	
		2017	2016
Waste management centres landfill remediation	Various	409	409
Gravel pits remediation	Various	408	388
Balance at end of the reporting period	10(a)	817	797

Under AASB 116 – Property, Plant and Equipment, where the use of an asset results in the obligation to dismantle or remove the asset and restore the site on which the asset stands, an estimate of such costs is required to be included in the cost of the asset.

An equivalent liability must be recognised under AASB 137 – Provisions, Contingent Liabilities and Contingent Assets.

The provision has been calculated by determining the present value of the future expenditures expected to be incurred. The discount rate used is the risk free borrowing rate applicable to Council.

Reconciliation of movement in provision for year:

Balance at beginning of year	797	784
Amounts capitalised to new or existing assets:		
Amortisation of discount (expensed to borrowing costs)	20	13
Total – reinstatement, rehabilitation and restoration provision	817	797

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement

\$ '000

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

– Infrastructure, property, plant and equipment – Financial assets and liabilities

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

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

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

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

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

(1) The following table presents all assets and liabilities that have been measured and recognised at fair values:

2017	Date of latest valuation	Fair value measurement hierarchy			Total
		Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobservable inputs	
Recurring fair value measurements					
Financial assets					
Investments					
– Cash and cash equivalents	30/06/17	–	9,421	–	9,421
– Term deposits	30/06/17	–	20,900	–	20,900
Total financial assets		–	30,321	–	30,321
Financial liabilities					
Payables	30/06/17	–	3,374	–	3,374
Loans and borrowings	30/06/17	–	2,107	–	2,107
Total financial liabilities		–	5,481	–	5,481
Infrastructure, property, plant and equipment					
Plant and equipment	30/06/13	–	–	7,544	7,544
Office equipment	30/06/13	–	–	530	530
Furniture and fittings	30/06/13	–	–	72	72
Operational land	30/06/14	–	–	4,416	4,416
Community land	30/06/16	–	–	3,231	3,231
Land Improvements – depreciable	30/06/16	–	–	119	119
Buildings – non-specialised	30/06/14	–	–	1,829	1,829
Buildings – specialised	30/06/14	–	–	20,019	20,019
Other structures	30/06/14	–	–	909	909
Roads	30/06/15	–	–	285,079	285,079
Bridges	30/06/15	–	–	25,177	25,177
Footpaths	30/06/15	–	–	1,492	1,492
Stormwater drainage	30/06/15	–	–	1,445	1,445
Water supply network	30/06/17	–	–	22,976	22,976
Sewerage network	30/06/17	–	–	14,287	14,287
Swimming pools	30/06/14	–	–	489	489
Other open space/recreational assets	30/06/14	–	–	1,380	1,380
Other assets	30/06/16	–	–	472	472
Rehabilitation assets	30/06/17	–	–	825	825
Total infrastructure, property, plant and equipment		–	–	392,291	392,291

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

\$ '000

(1) The following table presents all assets and liabilities that have been measured and recognised at fair values (continued):

2016	Date of latest valuation	Fair value measurement hierarchy			Total
		Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobservable inputs	
Recurring fair value measurements					
Financial assets					
Investments					
– Cash and cash equivalents	30/06/16	–	5,218	–	5,218
– Term deposits	30/06/16	–	20,100	–	20,100
Total financial assets		–	25,318	–	25,318
Financial liabilities					
Payables	30/06/16	–	1,837	–	1,837
Loans and borrowings	30/06/16	–	2,347	–	2,347
Total financial liabilities		–	4,184	–	4,184
Infrastructure, property, plant and equipment					
Plant and equipment	30/06/13	–	–	7,394	7,394
Office equipment	30/06/13	–	–	279	279
Furniture and fittings	30/06/13	–	–	83	83
Operational land	30/06/14	–	–	4,385	4,385
Community land	30/06/16	–	–	3,277	3,277
Land Improvements – depreciable	30/06/16	–	–	129	129
Buildings – non-specialised	30/06/14	–	–	1,859	1,859
Buildings – specialised	30/06/14	–	–	20,361	20,361
Other structures	30/06/14	–	–	2,618	2,618
Roads	30/06/15	–	–	282,755	282,755
Bridges	30/06/15	–	–	25,096	25,096
Footpaths	30/06/15	–	–	1,310	1,310
Stormwater drainage	30/06/15	–	–	1,405	1,405
Water supply network	30/06/12	–	–	20,906	20,906
Sewerage network	30/06/12	–	–	12,738	12,738
Other assets	30/06/16	–	–	522	522
Rehabilitation assets	30/06/16	–	–	686	686
Total infrastructure, property, plant and equipment		–	–	385,803	385,803

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

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

Council's policy for determining transfers between fair value hierarchies is:

– at the end of the reporting period.

Upper Lachlan Shire Council

Notes to the Financial Statements for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

(3) Valuation techniques used to derive Level 2 and Level 3 Fair Values

Where Council is unable to derive Fair Valuations using quoted market prices of identical assets (i.e. Level 1 inputs), Council instead utilises a spread of both observable inputs (Level 2 inputs) and unobservable inputs (Level 3 inputs).

(i) Financial Assets

Cash & cash equivalents and term deposits are valued at fair value using the cost approach as there are significant observable inputs, being the original investment value and its identifiable redemption value. These assets are classified as having been valued using Level 2 valuation inputs.

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

(ii) Financial Liabilities

Loans, borrowings and payables are valued at fair value using the cost approach as there are significant observable inputs, being the current loan liability or payable value. These assets are classified as having been valued using Level 2 valuation inputs.

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

Initial Valuation at Fair Value - Infrastructure, Property, Plant & Equipment

The Office of Local Government, Department of Premier and Cabinet determined that all asset classes will be valued at fair value in accordance with AASB 116 in a staged approach. The following classes of assets were all initially valued at fair value in the following years:

- 2006/2007 - Water Supply and Sewerage Networks.
- 2007/2008 - Buildings, Operational Land, and Property, Plant and Equipment Assets.
- 2009/2010 - Roads, Bridges, Footpaths, Stormwater, and Drainage Assets.
- 2010/2011 - Community Land, Land Improvements, Other Structures and Other Assets.

Revaluation at Fair Value

All assets re-valued will be carried in the accounts at their re-valued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment costs. All new assets and asset acquisitions made after the respective dates of valuation are recorded at their initial cost of acquisition.

The Office of Local Government, Department of Premier and Cabinet, have determined that all asset classes are required to be re-valued at least every five years, at their fair value. The standard valuation schedule set as follows:

- 2016/2017 - Water Supply and Sewerage network assets.
- 2017/2018 - Buildings, Operational Land and Property, Plant and Equipment assets.
- 2019/2020 - Roads, Bridges, Footpaths, Stormwater, and Drainage assets.
- 2020/2021 - Community Land, Land Improvements, Other Structures, and other assets.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

Valuation of certain classes of assets require the engagement of an external valuer. To facilitate the valuation process Council has synchronised the valuation of Buildings, Operational Land and Property with Other Structures to occur at the same time every five years.

2016/2017 - Water Supply and Sewerage network assets.

2017/2018 - Buildings, Operational Land and Property, Other Structures and Plant and Equipment assets.

2019/2020 - Roads, Bridges, Footpaths, Stormwater, and Drainage assets.

2020/2021 - Community Land, Land Improvements and Other assets.

Additional information regarding capitalisation thresholds and depreciation rates utilised has been included as it is relevant in determining what property is deemed to be an 'asset' and is therefore subject to valuation measurement. It also discloses what level of acquisitions will be included after the date of valuation.

The Fair Valuation techniques Council has employed while utilising Level 2 and Level 3 inputs are as follows:

Infrastructure, Property, Plant & Equipment

(iii) Plant and Equipment, Office Equipment and Furniture and Fittings – Fair Value

Plant and Equipment, Office Equipment and Furniture and Fittings are valued at Fair Value under AASB 116 from 30 June 2013, as per the Office of Local Government's directions, using the depreciated historical cost method:-

'In light of the nature and value of Council plant and equipment the Department has stated that NSW Councils may use depreciated historic cost as fair value as long as Council has undertaken a high level review to determine if there has been any impairment to the assets.'

The carrying amount of these assets is assumed to approximate fair value due to the nature of the items. All new assets and asset acquisitions made after the respective dates of valuation are recorded at their initial cost of acquisition.

No market based evidence (Level 2) could be supported therefore these assets were all classified as having been valued using Level 3 valuation inputs.

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

Plant and Equipment, Office Equipment and Furniture and Fittings - Depreciation & Capitalisation Thresholds

Major depreciation periods are:-

Plant and Equipment, Road-making Equipment	10 to 15 years
Garbage Trucks	8 Years
Office Equipment	5 to 10 years
Furniture and Fittings	10 to 20 years
Motor Vehicles	5 years

Asset capitalisation thresholds are:-

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

Office Equipment	\$2,000
Furniture and Fittings	\$2,000
Plant and Equipment	\$5,000

(iv) Operational Land

Operational Land was initially valued at Fair Value as per AASB 116 by external independent valuer Scott Fullarton Valuations Pty Ltd during the reporting period ended 30 June 2007. Desktop updates were provided as at 30 June 2008 and these values were recognised at fair value as at 30 June 2008.

Operational Land was re-valued at Fair Value by external independent valuer Scott Fullarton Valuations Pty Ltd as at 30 June 2014. Valuation was undertaken in accordance with the requirements of AASB 13 Fair Value, which defines Fair Value as "The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date". This involved establishing the nature of the asset, characteristics important to market participants, the appropriate market and valuation premise. Having maximised the level of valuation input, the adopted technique deemed appropriate is the Market Approach which requires the comparison or income approach to valuation. All new Operational Land acquired after the current valuation date is recorded at the initial cost of acquisition.

This asset class is categorised as Level 3 as some of the above-mentioned inputs used in the valuation of these assets require significant professional judgement and are therefore unobservable.

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

(v) Community Land

Community Land was valued at Fair Value as per AASB 116 by external independent valuer Scott Fullarton Valuations Pty Ltd during the reporting period ended 30 June 2007. Desktop updates were provided as at 30 June 2008 and these values were recognised at fair value as at 30 June 2011. All new Community Land acquired after the current valuation date is recorded at the initial cost of acquisition.

Community land was required to be re-valued as at 30 June 2016. In line with the prescribed manner of attributing a valuation to Community Land, the land values as supplied by the Valuer General's Office have been used.

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

(vi) Land Improvements - Depreciable

Land Improvements - Depreciable were initially valued at Fair Value under AASB 116 from 30 June 2011 using the depreciated historical cost method. A review of these assets was undertaken for 30 June 2016 and the same valuation methodology was retained.

The carrying amount of these assets is assumed to approximate fair value due to the nature of the items. All new assets and asset acquisitions made after the current valuation date are recorded at their initial cost of acquisition. Due to the diverse nature of land improvements, major depreciation periods are up to 100 years and the capitalisation threshold is \$5,000.

No market based evidence (Level 2) could be supported therefore these assets were all classified as having been valued using Level 3 valuation inputs.

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

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

(vii) Buildings - Specialised & Non-Specialised

Buildings were initially valued at Fair Value as per AASB 116 by external independent valuer Scott Fullarton Pty Ltd during the reporting period ended 30 June 2007. Desktop updates were provided as at 30 June 2008 and these values were recognised at fair value as at 30 June 2008.

Buildings were re-valued at Fair Value by external independent valuer Scott Fullarton Valuations Pty Ltd as at 30 June 2014. Valuation was undertaken in accordance with the requirements of AASB 13 Fair Value, which defines Fair Value as "The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date". This involved establishing the nature of the asset, characteristics important to market participants, the appropriate market and valuation premise. Having maximised the level of valuation input, the adopted techniques deemed appropriate are:

Non-specialised buildings - Market Approach - This requires the comparison or income approach to valuation.

Specialised buildings - Cost Approach - This requires the depreciated replacement cost approach to valuation.

This asset class is categorised as Level 3 as there are inputs used in the valuation of these assets that require significant professional judgement and are therefore unobservable.

All new buildings acquisitions (new acquisitions and capital improvements) made after the current valuation date are recorded at their initial cost of acquisition.

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

Buildings - Specialised & Non-Specialised – Depreciation & Capitalisation Thresholds

Major depreciation periods and capitalisation thresholds remain unchanged.

Major depreciation periods are:-

Buildings	50 to 100 years
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Asset capitalisation thresholds include:-

Buildings - construction/extensions/renovations	\$2,000
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(viii) Other Structures

Other Structures were initially valued at Fair Value as per AASB 116 by external independent valuer Scott Fullarton Valuations Pty Ltd during the reporting period ended 30 June 2007. Desktop updates were provided as at 30 June 2008 and these values were recognised at fair value as at 30 June 2011.

The Other Structures asset class was re-valued at Fair Value by external independent valuer Scott Fullarton Valuations Pty Ltd as at 30 June 2014. Valuation was undertaken in accordance with the requirements of AASB 13 Fair Value with the adopted technique deemed appropriate being the Cost Approach which requires the depreciated replacement cost approach to valuation. All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

This asset class is categorised as Level 3 as there are inputs used in the valuation of these assets that require significant professional judgement and are therefore unobservable.

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

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

Other Structures - Depreciation & Capitalisation Thresholds

Major depreciation periods are:

Other Structures	15 to 50 years
Other Structures – Masonry	50 to 80 years
Playground Equipment	15 years

Asset capitalisation thresholds include:-

Park Furniture and Playground Equipment	\$1,000
Other Structures	\$2,000

(ix) Roads

Roads were initially componentised by formation, pavement, surface and structures including kerb & gutter. This asset class was valued at Fair Value by an internal valuation undertaken by Upper Lachlan Shire Council professional engineering staff and were recognised at fair value from 30 June 2010. The Cost Approach using Level 3 inputs was used to value this asset class.

The Roads asset class was re-valued as at 30 June 2015 componentised by formation (non-depreciable), pavement sub-base (non-depreciable), pavement base, surface and structures including kerb & gutter. This asset class was re-valued at Fair Value by external consultants Jeff Roorda & Associates and Upper Lachlan Shire Council professional engineering staff and were recognised at fair value from 30 June 2015. The Cost Approach using Level 3 inputs was used to value this asset class. All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

No market based evidence (Level 2) inputs are available therefore Level 3 valuation inputs were used for this asset class.

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

Roads - Depreciation & Capitalisation Thresholds

Major depreciation periods are:-

Sealed Roads – Surface	25 years
Sealed Roads – Pavement Base	100 years
Unsealed Roads – Pavement Base	30 years
Roads Pavement Sub-base	Infinite
Other Road Structures	100 years
Formation (Bulk Earthworks)	Infinite
Kerb and Gutter	80 years

Asset capitalisation thresholds include:-

Road construction, gravel re-sheeting and reconstruction	\$5,000
Kerb and Gutter	\$5,000

(x) Bridges

Bridge assets are classified as concrete, timber or drainage structures. This asset class was valued at Fair Value by an internal valuation undertaken by Upper Lachlan Shire Council professional engineering staff and were recognised at fair value from 30 June 2010. The Cost Approach using Level 3 inputs was used to value this asset class.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

The Bridges asset class was re-valued as at 30 June 2015 classified as concrete, timber or drainage structures. This asset class was re-valued at Fair Value by external consultants Jeff Roorda & Associates and Upper Lachlan Shire Council professional engineering staff and were recognised at fair value from 30 June 2015. The Cost Approach using Level 3 inputs was used to value this asset class. All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

No market based evidence (Level 2) inputs are available therefore Level 3 valuation inputs were used for this asset class.

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

Bridges - Depreciation & Capitalisation Thresholds

Major depreciation periods are:-

Bridges – Concrete	100 years
Bridges – Timber	40 - 100 years
Drainage Structures on Roads	100 years

Asset capitalisation thresholds include:-

Bridge construction and reconstruction	\$5,000
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(xi) Footpaths

Footpaths were valued in-house by Council's Engineering Department in June 2010 and were based on professional judgement incorporating historical cost per square metre of works carried out previously. All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

Footpaths were re-valued as at 30 June 2015 at Fair Value by external consultants Jeff Roorda & Associates and Upper Lachlan Shire Council professional engineering staff and were recognised at fair value from 30 June 2015. The same historical cost per square metre of works carried out was utilised. The Cost Approach using Level 3 inputs was used to value this asset class. All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

No market based evidence (Level 2) inputs are available therefore Level 3 valuation inputs were used for this asset class.

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

Footpaths - Depreciation & Capitalisation Thresholds

Major depreciation periods are:-

Footpaths	80 years
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Asset capitalisation thresholds include:-

Footpaths	\$5,000
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Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

(xii) Stormwater Drainage Assets

The Stormwater Drainage asset class was valued at Fair Value by an internal valuation undertaken by Upper Lachlan Shire Council professional engineering staff and recognised at fair value from 30 June 2010.

Stormwater Drainage assets were re-valued as at 30 June 2015 at Fair Value by external consultants Jeff Roorda & Associates and Upper Lachlan Shire Council professional engineering staff. The 'Cost Approach' estimated the replacement cost for each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. The NSW Office of Water 'Reference Rates Manual - valuation of water supply, sewerage and stormwater assets' was utilised to assist to determine fair value. While the unit rates may be supported from market evidence (Level 2) other inputs (such as estimates of pattern of consumption, residual value, asset condition and useful life) required extensive professional judgement. All asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

Limited market based evidence (Level 2) could be supported therefore these assets were all classified as having been valued using Level 3 valuation inputs.

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

Stormwater Drainage Assets – Depreciation & Capitalisation Thresholds

Major depreciation periods are:-

Stormwater and Flood Control Structures	100 years
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Asset capitalisation thresholds include:-

All Stormwater assets	\$5,000
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(xiii) Water Supply and Sewerage Infrastructure Assets

Water Supply and Sewerage infrastructure assets were initially valued by Andrew Nock Valuers Pty Ltd, an independent plant, equipment and infrastructure Valuer at Fair Value according to AASB 116 using the gross restatement method during the reporting period ended 30 June 2007.

Water Supply and Sewerage infrastructure assets were re-valued at Fair Value by an internal valuation undertaken by Upper Lachlan Shire Council professional operations staff and were recognised at fair value as at 30 June 2012 and 30 June 2017. Council's extensive water and sewer capital works programme carried out over the last 5 years has provided useful comparative data on the local construction cost of water and sewer assets. This information was used in conjunction with the NSW Office of Water 'Reference Rates Manual - valuation of water supply, sewerage and stormwater assets' to determine fair value. These assets are indexed each year in line with the Reference Rates Manual as published by the NSW Office of Water. All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

This asset class is categorised as Level 3 as there are inputs used in the valuation of these assets (such as estimates of pattern of consumption, residual value, asset condition and useful life), that require significant professional judgement and are therefore unobservable.

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

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

Water Supply and Sewerage Infrastructure Assets - Depreciation

Major depreciation periods for future years determined following the revaluation are:-

Dams	120 years
Reservoirs	100 years
Bores	25 - 50 years
Reticulation Pipes	80 years
Pump Stations	25 - 70 years
Pumps	25 years
Telemetry	15 years

Asset capitalisation thresholds include: -

Reticulation extensions and new assets	\$2,000
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(xiv) Other Assets (including Tips & Quarries Rehabilitation)

Assets within this class comprise of all assets not classified elsewhere. Other Assets, other than tips and quarries rehabilitation, are valued at Fair Value under AASB 116 from 30 June 2012 using the depreciated historical cost method. A review of these assets was undertaken for 30 June 2016 and the same valuation methodology was retained. All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

No market based evidence (Level 2) inputs are available therefore Level 3 valuation inputs were used for this asset class.

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

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

\$ '000

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

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

	Plant and equipment	Office equipment	Furniture and fittings	Operational land	Total
Opening balance – 1/7/15	7,880	369	94	4,385	12,728
Purchases (GBV)	815	60	–	–	875
Disposals (WDV)	(166)	–	–	–	(166)
Depreciation and impairment	(1,137)	(150)	(11)	–	(1,298)
Adjustments	2	–	–	–	2
Closing balance – 30/6/16	7,394	279	83	4,385	12,141
Purchases (GBV)	1,430	360	–	31	1,821
Disposals (WDV)	(249)	–	–	(46)	(295)
Depreciation and impairment	(1,032)	(109)	(10)	–	(1,151)
Adjustments	1	–	(1)	46	46
Closing balance – 30/6/17	7,544	530	72	4,416	12,562

	Community land	Land improvements	Buildings non- specialised	Buildings specialised	Total
Opening balance – 1/7/15	888	158	1,901	20,752	23,699
Purchases (GBV)	304	3	6	140	453
Depreciation and impairment	–	(30)	(48)	(529)	(607)
FV gains – other comprehensive income	2,085	(2)	–	(2)	2,081
Closing balance – 30/6/16	3,277	129	1,859	20,361	25,626
Purchases (GBV)	–	18	18	188	224
Depreciation and impairment	–	(28)	(48)	(532)	(608)
Adjustments	(46)	–	–	2	(44)
Closing balance – 30/6/17	3,231	119	1,829	20,019	25,198

Note: adjustment -\$46k due to Operational land being previously incorrectly classification as Community land.

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

\$ '000

(4). Fair value measurements using significant unobservable inputs (level 3) (continued)**a. The following tables present the changes in level 3 fair value asset classes. (continued)**

	Other structures	Roads	Bridges	Footpaths	Total
Opening balance – 1/7/15	2,312	281,473	25,394	1,151	310,330
Purchases (GBV)	445	5,054	184	181	5,864
Depreciation and impairment	(139)	(2,277)	(482)	(22)	(2,920)
FV gains – other comprehensive income	–	(1,495)	–	–	(1,495)
Closing balance – 30/6/16	2,618	282,755	25,096	1,310	311,779
Purchases (GBV)	6	4,331	562	205	5,104
Depreciation and impairment	(26)	(2,278)	(481)	(23)	(2,808)
Adjustments	(1,689)	271	–	–	(1,418)
Closing balance – 30/6/17	909	285,079	25,177	1,492	312,657

Note: adjustment -\$1,689k to Other structures due to transfers to two new asset classes Swimming pools and Other open space/recreational assets.

	Stormwater drainage	Water supply network	Sewerage network	Swimming pools	Total
Opening balance – 1/7/15	1,210	21,195	12,847	–	35,252
Purchases (GBV)	218	238	349	–	805
Depreciation and impairment	(23)	(527)	(458)	–	(1,008)
Closing balance – 30/6/16	1,405	20,906	12,738	–	35,049
Purchases (GBV)	63	5,177	200	52	5,492
Depreciation and impairment	(23)	(522)	(461)	(19)	(1,025)
Revaluation increments/decrements	–	(2,585)	1,810	–	(775)
Adjustments	–	–	–	456	456
Closing balance – 30/6/17	1,445	22,976	14,287	489	39,197

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 27. Fair value measurement (continued)

\$ '000

(4). Fair value measurements using significant unobservable inputs (level 3) (continued)**a. The following tables present the changes in level 3 fair value asset classes.** (continued)

	Other open space/ recreational	Other assets	Rehabilitation assets	Total
Opening balance – 1/7/15	–	577	550	1,127
Purchases (GBV)	–	2	168	170
Depreciation and impairment	–	(57)	(32)	(89)
Closing balance – 30/6/16	–	522	686	1,208
Purchases (GBV)	246	8	184	438
Depreciation and impairment	(100)	(57)	(44)	(201)
Adjustments	1,234	(1)	(1)	1,232
Closing balance – 30/6/17	1,380	472	825	2,677

Note: adjustments to two new asset classes Swimming pools \$456k and Other open space/recreational assets \$1,234k.

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

Nil

Upper Lachlan Shire Council

Notes to the Financial Statements

for the year ended 30 June 2017

Note 28. Related party disclosures

\$ '000

a. Key management personnel

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

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

Compensation:	Actual
	2017
Short-term benefits	1,055
Total	1,055

b. Other transactions with KMP and their related parties

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

Nature of the transaction	Value of transactions during year	Outstanding balance	Terms and conditions	Provisions for doubtful debts outstanding	Doubtful debts expense recognised
	\$'000	(incl. loans and commitments) \$'000		\$'000	\$'000
Employee expenses relating to close family members of KMP ⁽¹⁾	23	–		–	–
Goods and services supplied to Council relating to close family members of KMP	5	–		–	–

⁽¹⁾ Close family members of Council's KMP are employed by the Council under the relevant pay award on an arm's length basis.

Upper Lachlan Shire Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2017

Council's Mission - To provide services and facilities to enhance the quality of life and economic viability within the Council area.



Upper Lachlan Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2017

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Income Statement – Sewerage Business Activity	4
Income Statement – Other Business Activities	5
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Background

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

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.
 - (iii) For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and **(b)** those activities with a turnover of more than \$2 million that Council has formally declared as a business activity (defined as Category 1 activities).
 - (iv) In preparing these financial statements for Council’s self-classified Category 1 businesses and ABS-defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council’s borrowing position by comparison with commercial rates).
-

Upper Lachlan Shire Council

Special Purpose Financial Statements for the year ended 30 June 2017

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

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

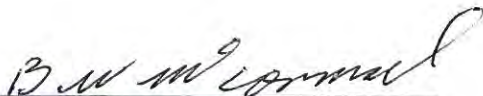
- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,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

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

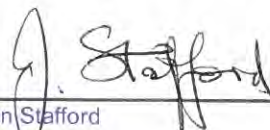
- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.

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

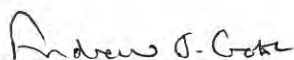
Signed in accordance with a resolution of Council made on 21 September 2017.



Brian McCormack OAM
Mayor



John Stafford
Councillor



Andrew Croke
Acting General Manager



Bruce Johnston
Responsible accounting officer

Upper Lachlan Shire Council

Income Statement of Council's Water Supply Business Activity

for the year ended 30 June 2017

\$ '000	Actual 2017	Actual 2016
Income from continuing operations		
Access charges	818	832
User charges	1,003	963
Fees	–	–
Interest	53	66
Grants and contributions provided for non-capital purposes	19	19
Profit from the sale of assets	–	–
Share of profit from equity accounted investment	–	–
Other income	1	2
Total income from continuing operations	1,894	1,882
Expenses from continuing operations		
Employee benefits and on-costs	431	532
Borrowing costs	54	58
Materials and contracts	484	458
Depreciation, amortisation and impairment	538	544
Water purchase charges	–	–
Calculated taxation equivalents	–	–
Debt guarantee fee (if applicable)	–	–
Other expenses	244	225
Total expenses from continuing operations	1,751	1,817
Surplus (deficit) from continuing operations before capital amounts	143	65
Grants and contributions provided for capital purposes	4,436	256
Surplus (deficit) from continuing operations after capital amounts	4,579	321
Surplus (deficit) from discontinued operations	–	–
Surplus (deficit) from all operations before tax	4,579	321
Less: corporate taxation equivalent (30%) [based on result before capital]	(43)	(20)
SURPLUS (DEFICIT) AFTER TAX	4,536	302
Plus opening retained profits	19,485	19,165
Plus/less: prior period adjustments	–	–
Plus/less: other adjustments-	(1)	(1)
Plus adjustments for amounts unpaid:		
– Taxation equivalent payments	–	–
– Debt guarantee fees	–	–
– Corporate taxation equivalent	43	20
Less:		
– Tax equivalent dividend paid	–	–
– Surplus dividend paid	–	–
Closing retained profits	24,063	19,485
Return on capital %	0.8%	0.6%
Subsidy from Council	366	306
Calculation of dividend payable:		
Surplus (deficit) after tax	4,536	302
Less: capital grants and contributions (excluding developer contributions)	(4,405)	(167)
Surplus for dividend calculation purposes	131	135
Potential dividend calculated from surplus	66	67

Upper Lachlan Shire Council

Income Statement of Council's Sewerage Business Activity

for the year ended 30 June 2017

\$ '000	Actual 2017	Actual 2016
Income from continuing operations		
Access charges	1,072	1,066
User charges	250	250
Liquid trade waste charges	–	–
Fees	–	–
Interest	95	96
Grants and contributions provided for non-capital purposes	17	17
Profit from the sale of assets	–	–
Share of profit from equity accounted investment	–	–
Other income	–	–
Total income from continuing operations	1,434	1,429
Expenses from continuing operations		
Employee benefits and on-costs	289	319
Borrowing costs	22	24
Materials and contracts	316	280
Depreciation, amortisation and impairment	481	480
Calculated taxation equivalents	–	–
Debt guarantee fee (if applicable)	–	–
Other expenses	112	132
Total expenses from continuing operations	1,220	1,235
Surplus (deficit) from continuing operations before capital amounts	214	194
Grants and contributions provided for capital purposes	34	46
Surplus (deficit) from continuing operations after capital amounts	248	240
Surplus (deficit) from discontinued operations	–	–
Surplus (deficit) from all operations before tax	248	240
Less: corporate taxation equivalent (30%) [based on result before capital]	(64)	(58)
SURPLUS (DEFICIT) AFTER TAX	184	182
Plus opening retained profits	14,602	14,362
Plus/less: prior period adjustments	–	–
Plus/less: other adjustments	1	–
Plus adjustments for amounts unpaid:		
– Taxation equivalent payments	–	–
– Debt guarantee fees	–	–
– Corporate taxation equivalent	64	58
Less:		
– Tax equivalent dividend paid	–	–
– Surplus dividend paid	–	–
Closing retained profits	14,851	14,602
Return on capital %	1.6%	1.6%
Subsidy from Council	126	54
Calculation of dividend payable:		
Surplus (deficit) after tax	184	182
Less: capital grants and contributions (excluding developer contributions)	–	–
Surplus for dividend calculation purposes	184	182
Potential dividend calculated from surplus	92	91

Upper Lachlan Shire Council

Income Statement of Council's Other Business Activities

for the year ended 30 June 2017

Domestic Waste
Management

Category 2

\$ '000	Actual 2017	Actual 2016
Income from continuing operations		
Access charges	997	963
User charges	1	1
Fees	–	–
Interest	41	48
Grants and contributions provided for non-capital purposes	27	27
Profit from the sale of assets	–	–
Share of profit from equity accounted investment	–	–
Other income	–	–
Total income from continuing operations	1,066	1,039
Expenses from continuing operations		
Employee benefits and on-costs	172	166
Borrowing costs	1	6
Materials and contracts	553	557
Depreciation, amortisation and impairment	78	97
Loss on sale of assets	22	–
Calculated taxation equivalents	–	–
Debt guarantee fee (if applicable)	–	–
Other expenses	2	1
Total expenses from continuing operations	828	827
Surplus (deficit) from continuing operations before capital amounts	238	212
Grants and contributions provided for capital purposes	16	27
Surplus (deficit) from continuing operations after capital amounts	254	239
Surplus (deficit) from discontinued operations	–	–
Surplus (deficit) from all operations before tax	254	239
Less: corporate taxation equivalent (30%) [based on result before capital]	(71)	(64)
SURPLUS (DEFICIT) AFTER TAX	183	175
Plus opening retained profits	2,529	2,290
Plus/less: prior period adjustments	–	–
Plus adjustments for amounts unpaid:		
– Taxation equivalent payments	–	–
– Debt guarantee fees	–	–
– Corporate taxation equivalent	71	64
Add:		
– Subsidy paid/contribution to operations	–	–
Less:		
– TER dividend paid	–	–
– Dividend paid	–	–
Closing retained profits	2,783	2,529
Return on capital %	22.8%	27.5%
Subsidy from Council	–	–

Upper Lachlan Shire Council

Statement of Financial Position – Council's Water Supply Business Activity

as at 30 June 2017

\$ '000	Actual 2017	Actual 2016
ASSETS		
Current assets		
Cash and cash equivalents	–	–
Investments	2,114	2,325
Receivables	103	60
Inventories	–	–
Other	–	–
Non-current assets classified as held for sale	–	–
Total current assets	2,217	2,385
Non-current assets		
Investments	–	–
Receivables	16	14
Inventories	–	–
Infrastructure, property, plant and equipment	23,654	21,561
Investments accounted for using equity method	–	–
Investment property	–	–
Intangible assets	–	–
Total non-current assets	23,670	21,575
TOTAL ASSETS	25,887	23,960
LIABILITIES		
Current liabilities		
Bank overdraft	–	–
Payables	16	17
Income received in advance	–	–
Borrowings	64	60
Provisions	135	142
Total current liabilities	215	219
Non-current liabilities		
Payables	–	–
Borrowings	700	764
Provisions	–	–
Total non-current liabilities	700	764
TOTAL LIABILITIES	915	983
NET ASSETS	24,972	22,977
EQUITY		
Retained earnings	24,063	19,485
Revaluation reserves	909	3,492
Other reserves	–	–
Council equity interest	24,972	22,977
Non-controlling equity interest	–	–
TOTAL EQUITY	24,972	22,977

Upper Lachlan Shire Council

Statement of Financial Position – Council's Sewerage Business Activity

as at 30 June 2017

\$ '000	Actual 2017	Actual 2016
ASSETS		
Current assets		
Cash and cash equivalents	–	–
Investments	3,797	3,362
Receivables	65	49
Inventories	–	–
Other	–	–
Non-current assets classified as held for sale	–	–
Total current Assets	3,862	3,411
Non-current assets		
Investments	–	–
Receivables	6	2
Inventories	–	–
Infrastructure, property, plant and equipment	15,215	13,650
Investments accounted for using equity method	–	–
Investment property	–	–
Intangible assets	–	–
Total non-current assets	15,221	13,652
TOTAL ASSETS	19,083	17,063
LIABILITIES		
Current liabilities		
Bank overdraft	–	–
Payables	5	6
Income received in advance	–	–
Borrowings	36	34
Provisions	128	129
Total current liabilities	169	169
Non-current liabilities		
Payables	–	–
Borrowings	264	301
Provisions	–	–
Total non-current liabilities	264	301
TOTAL LIABILITIES	433	470
NET ASSETS	18,650	16,593
EQUITY		
Retained earnings	14,851	14,602
Revaluation reserves	3,799	1,991
Other reserves	–	–
Council equity interest	18,650	16,593
Non-controlling equity interest	–	–
TOTAL EQUITY	18,650	16,593

Upper Lachlan Shire Council

Statement of Financial Position – Council's Other Business Activities

as at 30 June 2017

Domestic Waste
Management
Category 2

\$ '000	Actual 2017	Actual 2016
ASSETS		
Current assets		
Cash and cash equivalents	–	–
Investments	1,597	1,639
Receivables	67	56
Inventories	–	–
Other	–	–
Non-current assets classified as held for sale	–	–
Total Current Assets	1,664	1,695
Non-current assets		
Investments	–	–
Receivables	4	1
Inventories	–	–
Infrastructure, property, plant and equipment	1,046	792
Investments accounted for using equity method	–	–
Investment property	–	–
Total non-current assets	1,050	793
TOTAL ASSETS	2,714	2,488
LIABILITIES		
Current liabilities		
Bank overdraft	–	–
Payables	–	–
Income received in advance	–	–
Borrowings	–	39
Provisions	67	56
Total current liabilities	67	95
Non-current liabilities		
Payables	–	–
Borrowings	–	–
Provisions	–	–
Total non-current liabilities	–	–
TOTAL LIABILITIES	67	95
NET ASSETS	2,647	2,393
EQUITY		
Retained earnings	2,783	2,529
Revaluation reserves	(136)	(136)
Other reserves	–	–
Council equity interest	2,647	2,393
Non-controlling equity interest	–	–
TOTAL EQUITY	2,647	2,393

Upper Lachlan Shire Council

Special Purpose Financial Statements

for the year ended 30 June 2017

Contents of the notes accompanying the financial statements

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

Upper Lachlan Shire Council

Notes to the Special Purpose Financial Statements for the year ended 30 June 2017

Note 1. Significant accounting policies

A statement summarising the supplemental accounting policies adopted in the preparation of the Special Purpose Financial Statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

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

The figures presented in these Special Purpose Financial Statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these Special Purpose Financial Statements have been prepared in accordance with the Local Government Act 1993 (NSW), the Local Government (General) Regulation, and the Local Government Code of Accounting Practice and Financial Reporting.

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

National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government.

The framework for its application is set out in the June 1996 NSW government policy statement titled 'Application of National Competition Policy to Local Government'.

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

The pricing and costing guidelines outline the process for identifying and allocating costs to

activities and provide a standard for disclosure requirements.

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

Declared business activities

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

Category 1

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

Council has no Category 1 businesses.

Category 2

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

a. Water Supply

Provision of reticulated water supply to the townships of Crookwell, Gunning, Taralga and Dalton.

b. Sewerage Services

Provision of sewerage service to the townships of Crookwell, Gunning and Taralga.

c. Domestic Waste Management

Provision of Domestic Waste disposal services for the townships of Crookwell, Gunning, Taralga and villages.

Monetary amounts

Amounts shown in the financial statements are in Australian currency and rounded to the nearest thousand dollars, except for Note 2 (Water Supply Best-Practice Management Disclosures) and Note 3 (Sewerage Best-Practice Management Disclosures).

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

Upper Lachlan Shire Council

Notes to the Special Purpose Financial Statements for the year ended 30 June 2017

Note 1. Significant accounting policies (continued)

(i) Taxation-equivalent charges

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

However, where Council does not pay some taxes which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in Special Purpose Financial Statements.

For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

Notional rate applied (%)

Corporate income tax rate – 30%

Land tax – the first \$549,000 of combined land values attracts 0%. For the combined land values in excess of \$549,001 up to \$3,357,000 the rate is 1.6% + \$100. For the remaining combined land value that exceeds \$3,357,000 a premium marginal rate of 2.0% applies.

Payroll tax – 5.45% on the value of taxable salaries and wages in excess of \$750,000.

In accordance with the Department of Primary Industries Water (DPIW), a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the NSW Office of Water Guidelines to as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the *Local Government Act, 1993*.

Achievement of substantial compliance to the NSW Office of Water Guidelines is not a prerequisite for the payment of the tax equivalent charges, however the payment must not exceed \$3 per assessment.

Income tax

An income tax equivalent has been applied on the profits of the business activities.

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

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

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

Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 30% is/is not the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

Local government rates and charges

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

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that council business activities face 'true' commercial borrowing costs in line with private sector competitors.

In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

(ii) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed.

Upper Lachlan Shire Council

Notes to the Special Purpose Financial Statements for the year ended 30 June 2017

Note 1. Significant accounting policies (continued)

Subsidies occur when Council provides services on a less-than-cost-recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations.

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

The overall effect of subsidies is contained within the Income Statement of each reported business activity.

(iii) Return on investments (rate of return)

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

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

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

The rate of return is calculated as follows:

Operating result before capital income + interest expense

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

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 2.38% at 30/6/17.

(iv) Dividends

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

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

Each dividend must be calculated and approved in accordance with the DPIW guidelines and must not exceed:

- (i) 50% of this surplus in any one year, or
- (ii) the number of water supply or sewerage assessments at 30 June 2017 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

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

Upper Lachlan Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017Note 2. Water supply business
best-practice management disclosure requirements

Dollars amounts shown below are in whole dollars (unless otherwise indicated)

2017

1. Calculation and payment of tax-equivalents

[all local government local water utilities must pay this dividend for tax equivalents]

(i)	Calculated tax equivalents	-
(ii)	Number of assessments multiplied by \$3/assessment	6,111
(iii)	Amounts payable for tax equivalents [lesser of (i) and (ii)]	-
(iv)	Amounts actually paid for tax equivalents	

2. Dividend from surplus

(i)	50% of surplus before dividends [calculated in accordance with Best-Practice Management for Water Supply and Sewerage Guidelines]	65,550
(ii)	Number of assessments multiplied by \$30/assessment, less tax equivalent charges/assessment	61,110
(iii)	Cumulative surplus before dividends for the 3 years to 30 June 2017, less the cumulative dividends paid for the 2 years to 30 June 2016 and 30 June 2015	56,600

2017 Surplus	131,100	2016 Surplus	134,500	2015 Surplus	(209,000)
		2016 Dividend	-	2015 Dividend	-

(iv)	Maximum dividend from surplus [least of (i), (ii) and (iii) above]	56,600
(v)	Dividend actually paid from surplus [refer below for required pre-dividend payment criteria]	-
(vi)	Are the overhead reallocation charges to the water business fair and reasonable? ^a	YES

3. Required outcomes for 6 criteria

[to be eligible for the payment of a 'dividend from surplus', all the criteria below need a 'YES']

(i)	Completion of strategic business plan (including financial plan)	YES
(ii)	Full cost recovery, without significant cross subsidies [refer item 2 (a) in table 1 on page 22 of the Best-Practice Guidelines]	YES
	– Complying charges [item 2 (b) in table 1]	YES
	– DSP with commercial developer charges [item 2 (e) in table 1]	YES
	– If dual water supplies, complying charges [item 2 (g) in table 1]	YES
(iii)	Sound water conservation and demand management implemented	YES
(iv)	Sound drought management implemented	YES
(v)	Complete performance reporting form (by 15 September each year)	YES
(vi)	a. Integrated water cycle management evaluation	YES
	b. Complete and implement integrated water cycle management strategy	YES

Upper Lachlan Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017Note 2. Water supply business
best-practice management disclosure requirements (continued)

Dollars amounts shown below are in whole dollars (unless otherwise indicated) 2017

National Water Initiative (NWI) financial performance indicators

NWI F1	Total revenue (water) Total income (w13) – grants for the acquisition of assets (w11a) – interest income (w9) – Aboriginal Communities W&S Program income (w10a)	\$'000	1,875
NWI F4	Revenue from residential usage charges (water) Income from residential usage charges (w6b) x 100 divided by the sum of [income from residential usage charges (w6a) + income from residential access charges (w6b)]	%	55.08%
NWI F9	Written down replacement cost of fixed assets (water) Written down current cost of system assets (w47)	\$'000	23,602
NWI F11	Operating cost (OMA) (water) Management expenses (w1) + operational and maintenance expenses (w2)	\$'000	1,159
NWI F14	Capital expenditure (water) Acquisition of fixed assets (w16)	\$'000	5,214
NWI F17	Economic real rate of return (water) [total income (w13) – interest income (w9) – grants for acquisition of assets (w11a) – operating costs (NWI F11) – current cost depreciation (w3)] x 100 divided by [written down current cost of system assets (w47) + plant and equipment (w33b)]	%	0.75%
NWI F26	Capital works grants (water) Grants for the acquisition of assets (w11a)	\$'000	4,405

- Notes:
1. References to w (e.g. w12) refer to item numbers within Special Schedules 3 and 4 of Council's Annual Financial Statements.
 2. The NWI performance indicators are based upon the National Performance Framework Handbook for Urban Performance Reporting Indicators and Definitions.
 - a refer to 3.2 (2) on page 15 of the Best-Practice Management of Water Supply and Sewerage Guidelines, 2007

Upper Lachlan Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017Note 3. Sewerage business
best-practice management disclosure requirements

Dollars amounts shown below are in whole dollars (unless otherwise indicated)

2017

1. Calculation and payment of tax-equivalents

[all local government local water utilities must pay this dividend for tax equivalents]

(i)	Calculated tax equivalents	-
(ii)	Number of assessments multiplied by \$3/assessment	5,268
(iii)	Amounts payable for tax equivalents [lesser of (i) and (ii)]	-
(iv)	Amounts actually paid for tax equivalents	-

2. Dividend from surplus

(i)	50% of surplus before dividends [calculated in accordance with Best-Practice Management for Water Supply and Sewerage Guidelines]	91,900
(ii)	Number of assessments x (\$30 less tax equivalent charges per assessment)	52,680
(iii)	Cumulative surplus before dividends for the 3 years to 30 June 2017, less the cumulative dividends paid for the 2 years to 30 June 2016 and 30 June 2015	485,300

2017 Surplus	183,800	2016 Surplus	181,800	2015 Surplus	119,700
		2016 Dividend	-	2015 Dividend	-

(iv)	Maximum dividend from surplus [least of (i), (ii) and (iii) above]	52,680
(v)	Dividend actually paid from surplus [refer below for required pre-dividend payment criteria]	
(vi)	Are the overhead reallocation charges to the sewer business fair and reasonable? ^a	YES

3. Required outcomes for 4 criteria

[to be eligible for the payment of a 'dividend from surplus', all the criteria below need a 'YES']

(i)	Completion of strategic business plan (including financial plan)	YES
(ii)	Pricing with full cost-recovery, without significant cross subsidies [refer item 2 (a) in table 1 on page 22 of the Best-Practice Guidelines]	YES
	Complying charges	
	(a) Residential [item 2 (c) in table 1]	YES
	(b) Non-residential [item 2 (c) in table 1]	YES
	(c) Trade waste [item 2 (d) in table 1]	YES
	DSP with commercial developer charges [item 2 (e) in table 1]	YES
	Liquid trade waste approvals and policy [item 2 (f) in table 1]	YES
(iii)	Complete performance reporting form (by 15 September each year)	YES
(iv)	a. Integrated water cycle management evaluation	YES
	b. Complete and implement integrated water cycle management strategy	YES

Upper Lachlan Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017Note 3. Sewerage business
best-practice management disclosure requirements (continued)

Dollars amounts shown below are in whole dollars (unless otherwise indicated)

2017

National Water Initiative (NWI) financial performance indicators

NWI F2	Total revenue (sewerage) Total income (s14) – grants for acquisition of assets (s12a) – interest income (s10) – Aboriginal Communities W&S Program income (w10a)	\$'000	1,378
NWI F10	Written down replacement cost of fixed assets (sewerage) Written down current cost of system assets (s48)	\$'000	15,128
NWI F12	Operating cost (sewerage) Management expenses (s1) + operational and maintenance expenses (s2)	\$'000	724
NWI F15	Capital expenditure (sewerage) Acquisition of fixed assets (s17)	\$'000	237
NWI F18	Economic real rate of return (sewerage) [total income (s14) – interest income (s10) – grants for acquisition of assets (s12a) – operating cost (NWI F12) – current cost depreciation (s3)] x 100 divided by [written down current cost (i.e. WDCC) of system assets (s48) + plant and equipment (s34b)]	%	1.14%
NWI F27	Capital works grants (sewerage) Grants for the acquisition of assets (12a)	\$'000	–

National Water Initiative (NWI) financial performance indicators
Water and sewer (combined)

NWI F3	Total income (water and sewerage) Total income (w13 + s14) + gain/loss on disposal of assets (w14 + s15) minus grants for acquisition of assets (w11a + s12a) – interest income (w9 + s10)	\$'000	3,253
NWI F8	Revenue from community service obligations (water and sewerage) Community service obligations (NWI F25) x 100 divided by total income (NWI F3)	%	1.11%
NWI F16	Capital expenditure (water and sewerage) Acquisition of fixed assets (w16 + s17)	\$'000	5,451
NWI F19	Economic real rate of return (water and sewerage) [total income (w13 + s14) – interest income (w9 + s10) – grants for acquisition of assets (w11a + s12a) – operating cost (NWI F11 + NWI F12) – current cost depreciation (w3 + s3)] x 100 divided by [written down replacement cost of fixed assets (NWI F9 + NWI F10) + plant and equipment (w33b + s34b)]	%	0.90%
NWI F20	Dividend (water and sewerage) Dividend paid from surplus (2 (v) of Note 2 + 2 (v) of Note 3)	\$'000	–
NWI F21	Dividend payout ratio (water and sewerage) Dividend (NWI F20) x 100 divided by net profit after tax (NWI F24)	%	0.00%

Upper Lachlan Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017Note 3. Sewerage business
best-practice management disclosure requirements (continued)

Dollars amounts shown below are in whole dollars (unless otherwise indicated)

2017

National Water Initiative (NWI) financial performance indicators
Water and sewer (combined)

NWI F22	Net debt to equity (water and sewerage) Overdraft (w36 + s37) + borrowings (w38 + s39) – cash and investments (w30 + s31) x 100 divided by [total assets (w35 + s36) – total liabilities (w40 + s41)]	%	<input type="text" value="-11.11%"/>
NWI F23	Interest cover (water and sewerage) Earnings before interest and tax (EBIT) divided by net interest Earnings before interest and tax (EBIT): <input type="text" value="351"/> Operating result (w15a + s16a) + interest expense (w4a + s4a) – interest income (w9 + s10) – gain/loss on disposal of assets (w14 + s15) + miscellaneous expenses (w4b + w4c + s4b + s4c) Net interest: <input type="text" value="- 71"/> Interest expense (w4a + s4a) – interest income (w9 + s10)		<input type="text" value="> 100"/>
NWI F24	Net profit after tax (water and sewerage) Surplus before dividends (w15a + s16a) – tax equivalents paid (Note 2-1 (iv) + Note 3-1 (iv))	\$'000	<input type="text" value="422"/>
NWI F25	Community service obligations (water and sewerage) Grants for pensioner rebates (w11b + s12b)	\$'000	<input type="text" value="36"/>

- Notes:
- References to w (eg. s12) refer to item numbers within Special Schedules 5 and 6 of Council's Annual Financial Statements.
 - The NWI performance indicators are based upon the National Performance Framework Handbook for Urban Performance Reporting Indicators and Definitions.
 - refer to 3.2 (2) on page 15 of the Best-Practice Management of Water Supply and Sewerage Guidelines, 2007

Upper Lachlan Shire Council

SPECIAL SCHEDULES

for the year ended 30 June 2017

Council's Mission - To provide services and facilities to enhance the quality of life and economic viability within the Council area.



Upper Lachlan Shire Council

Special Schedules

for the year ended 30 June 2017

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¹ Special Schedules are not audited (with the exception of Special Schedule 8).

Background

- (i) These Special Schedules have been designed to meet the requirements of special purpose users such as;
- the NSW Grants Commission
 - the Australian Bureau of Statistics (ABS),
 - the NSW Office of Water (NOW), and
 - the Office of Local Government (OLG).
- (ii) The financial data is collected for various uses including;
- the allocation of Financial Assistance Grants,
 - the incorporation of Local Government financial figures in national statistics,
 - the monitoring of loan approvals,
 - the allocation of borrowing rights, and
 - the monitoring of the financial activities of specific services.

Upper Lachlan Shire Council

Special Schedule 1 – Net Cost of Services

for the year ended 30 June 2017

\$'000

Function or activity	Expenses from continuing operations	Income from continuing operations		Net cost of services
		Non-capital	Capital	
Governance	886	69	–	(817)
Administration	2,261	612	–	(1,649)
Public order and safety				
Fire service levy, fire protection, emergency services	771	257	28	(486)
Beach control	–	–	–	–
Enforcement of local government regulations	–	–	–	–
Animal control	64	7	–	(57)
Other	–	–	–	–
Total public order and safety	835	264	28	(543)
Health	208	57	–	(151)
Environment				
Noxious plants and insect/vermin control	405	128	–	(277)
Other environmental protection	67	–	–	(67)
Solid waste management	1,132	1,694	16	578
Street cleaning	69	–	–	(69)
Drainage	–	–	–	–
Stormwater management	23	45	–	22
Total environment	1,696	1,867	16	187
Community services and education				
Administration and education	110	16	–	(94)
Social protection (welfare)	–	–	–	–
Aged persons and disabled	15	–	–	(15)
Children's services	–	–	–	–
Total community services and education	125	16	–	(109)
Housing and community amenities				
Public cemeteries	121	100	8	(13)
Public conveniences	197	–	–	(197)
Street lighting	76	27	–	(49)
Town planning	567	200	637	270
Other community amenities	38	23	–	(15)
Total housing and community amenities	999	350	645	(4)
Water supplies	1,751	1,894	4,436	4,579
Sewerage services	1,220	1,434	34	248

Upper Lachlan Shire Council

Special Schedule 1 – Net Cost of Services (continued)
for the year ended 30 June 2017

\$'000

Function or activity	Expenses from continuing operations	Income from continuing operations		Net cost of services
		Non-capital	Capital	
Recreation and culture				
Public libraries	385	60	34	(291)
Museums	–	–	–	–
Art galleries	–	–	–	–
Community centres and halls	295	31	7	(257)
Performing arts venues	–	–	–	–
Other performing arts	–	–	–	–
Other cultural services	–	–	–	–
Sporting grounds and venues	406	–	8	(398)
Swimming pools	212	33	–	(179)
Parks and gardens	397	–	207	(190)
Other sport and recreation	3	31	–	28
Total recreation and culture	1,698	155	256	(1,287)
Fuel and energy	–	–	–	–
Agriculture	–	–	–	–
Mining, manufacturing and construction				
Building control	211	114	–	(97)
Other mining, manufacturing and construction	652	825	–	173
Total mining, manufacturing and const.	863	939	–	76
Transport and communication				
Urban roads (UR) – local	625	–	–	(625)
Urban roads – regional	–	–	–	–
Sealed rural roads (SRR) – local	1,612	–	–	(1,612)
Sealed rural roads (SRR) – regional	1,009	1,670	450	1,111
Unsealed rural roads (URR) – local	3,554	2,467	614	(473)
Unsealed rural roads (URR) – regional	158	–	–	(158)
Bridges on UR – local	–	–	–	–
Bridges on SRR – local	–	–	–	–
Bridges on URR – local	327	–	–	(327)
Bridges on regional roads	173	–	–	(173)
Parking areas	–	–	–	–
Footpaths	25	–	68	43
Aerodromes	8	–	–	(8)
Other transport and communication	6	–	–	(6)
Total transport and communication	7,497	4,137	1,132	(2,228)
Economic affairs				
Camping areas and caravan parks	51	58	–	7
Other economic affairs	5,885	5,619	–	(266)
Total economic affairs	5,936	5,677	–	(259)
Totals – functions	25,975	17,471	6,547	(1,957)
General purpose revenues ⁽¹⁾		13,725		13,725
Share of interests – joint ventures and associates using the equity method	–			–
NET OPERATING RESULT ⁽²⁾	25,975	31,196	6,547	11,768

(1) Includes: rates and annual charges (including ex gratia, excluding water and sewer), non-capital general purpose grants, interest on investments (excluding externally restricted assets) and interest on overdue rates and annual charges (2) As reported in the Income Statement

Upper Lachlan Shire Council

Special Schedule 2(a) – Statement of Long Term Debt (all purpose)

for the year ended 30 June 2017

\$'000

Classification of debt	Principal outstanding at beginning of the year			New loans raised during the year	Debt redemption during the year		Transfers to sinking funds	Interest applicable for year	Principal outstanding at the end of the year		
	Current	Non-current	Total		From revenue	Sinking funds			Current	Non-current	Total
Loans (by source)											
Commonwealth Government	–	–	–							–	–
NSW Treasury Corporation	–	–	–							–	–
Other State Government	–	–	–							–	–
Public subscription	–	–	–							–	–
Financial institutions	240	2,107	2,347	–	240	–	–	174	217	1,890	2,107
Other	–	–	–							–	–
Total loans	240	2,107	2,347	–	240	–	–	174	217	1,890	2,107
Other long term debt											
Ratepayers advances	–	–	–							–	–
Government advances	–	–	–							–	–
Finance leases	–	–	–							–	–
Deferred payments	–	–	–							–	–
Total long term debt	–	–	–	–	–	–	–	–	–	–	–
Total debt	240	2,107	2,347	–	240	–	–	174	217	1,890	2,107

Notes: excludes (i) internal loans and (ii) principal inflows/outflows relating to loan re-financing.

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

Upper Lachlan Shire Council

Special Schedule 3 – Water Supply Income Statement

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

\$'000	Actuals 2017	Actuals 2016
A Expenses and income		
Expenses		
1. Management expenses		
a. Administration	110	157
b. Engineering and supervision	158	151
2. Operation and maintenance expenses		
– dams and weirs		
a. Operation expenses	15	23
b. Maintenance expenses	–	–
– Mains		
c. Operation expenses	127	131
d. Maintenance expenses	12	18
– Reservoirs		
e. Operation expenses	18	19
f. Maintenance expenses	8	5
– Pumping stations		
g. Operation expenses (excluding energy costs)	79	118
h. Energy costs	138	124
i. Maintenance expenses	25	26
– Treatment		
j. Operation expenses (excluding chemical costs)	312	249
k. Chemical costs	82	82
l. Maintenance expenses	22	39
– Other		
m. Operation expenses	25	33
n. Maintenance expenses	28	40
o. Purchase of water	–	–
3. Depreciation expenses		
a. System assets	538	544
b. Plant and equipment	–	–
4. Miscellaneous expenses		
a. Interest expenses	54	58
b. Revaluation decrements	–	–
c. Other expenses	–	–
d. Impairment – system assets	–	–
e. Impairment – plant and equipment	–	–
f. Aboriginal Communities Water and Sewerage Program	–	–
g. Tax equivalents dividends (actually paid)	–	–
5. Total expenses	1,751	1,817

Upper Lachlan Shire Council

Special Schedule 3 – Water Supply Income Statement (continued)

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

\$'000	Actuals 2017	Actuals 2016
Income		
6. Residential charges		
a. Access (including rates)	818	832
b. Usage charges	1,003	963
7. Non-residential charges		
a. Access (including rates)	–	–
b. Usage charges	–	–
8. Extra charges	3	–
9. Interest income	50	66
10. Other income	1	2
10a. Aboriginal Communities Water and Sewerage Program	–	–
11. Grants		
a. Grants for acquisition of assets	4,405	167
b. Grants for pensioner rebates	19	19
c. Other grants	–	–
12. Contributions		
a. Developer charges	31	89
b. Developer provided assets	–	–
c. Other contributions	–	–
13. Total income	6,330	2,138
14. Gain (or loss) on disposal of assets	–	–
15. Operating result	4,579	321
15a. Operating result (less grants for acquisition of assets)	174	154

Upper Lachlan Shire Council

Special Schedule 3 – Water Supply Income Statement (continued)

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

\$'000	Actuals 2017	Actuals 2016
B Capital transactions		
Non-operating expenditures		
16. Acquisition of fixed assets		
a. New assets for improved standards	–	–
b. New assets for growth	4,887	142
c. Renewals	290	97
d. Plant and equipment	37	–
17. Repayment of debt	60	56
18. Totals	5,274	295
Non-operating funds employed		
19. Proceeds from disposal of assets	–	–
20. Borrowing utilised	–	–
21. Totals	–	–
C Rates and charges		
22. Number of assessments		
a. Residential (occupied)	1,710	1,693
b. Residential (unoccupied, ie. vacant lot)	71	79
c. Non-residential (occupied)	215	200
d. Non-residential (unoccupied, ie. vacant lot)	41	40
23. Number of ETs for which developer charges were received	9 ET	24 ET
24. Total amount of pensioner rebates (actual dollars)	\$ 34,000	\$ 34,000

Upper Lachlan Shire Council

Special Schedule 4 – Water Supply Statement of Financial Position

Includes internal transactions, i.e. prepared on a gross basis
as at 30 June 2017

\$'000	Actuals Current	Actuals Non-current	Actuals Total
ASSETS			
25. Cash and investments			
a. Developer charges	114	–	114
b. Special purpose grants	–	–	–
c. Accrued leave	–	–	–
d. Unexpended loans	–	–	–
e. Sinking fund	–	–	–
f. Other	2,000	–	2,000
26. Receivables			
a. Specific purpose grants	–	–	–
b. Rates and availability charges	57	3	60
c. User charges	45	14	59
d. Other	–	–	–
27. Inventories	–	–	–
28. Property, plant and equipment			
a. System assets	–	23,602	23,602
b. Plant and equipment	–	52	52
29. Other assets	–	–	–
30. Total assets	<u>2,216</u>	<u>23,671</u>	<u>25,887</u>
LIABILITIES			
31. Bank overdraft	–	–	–
32. Creditors	16	–	16
33. Borrowings	64	700	764
34. Provisions			
a. Tax equivalents	–	–	–
b. Dividend	–	–	–
c. Other	135	–	135
35. Total liabilities	<u>215</u>	<u>700</u>	<u>915</u>
36. NET ASSETS COMMITTED	<u>2,001</u>	<u>22,971</u>	<u>24,972</u>
EQUITY			
37. Accumulated surplus			24,063
38. Asset revaluation reserve			909
39. Other reserves			–
40. TOTAL EQUITY			<u>24,972</u>
Note to system assets:			
41. Current replacement cost of system assets			37,019
42. Accumulated current cost depreciation of system assets			(13,417)
43. Written down current cost of system assets			<u>23,602</u>

Upper Lachlan Shire Council

Special Schedule 5 – Sewerage Service Income Statement

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

\$'000	Actuals 2017	Actuals 2016
A Expenses and income		
Expenses		
1. Management expenses		
a. Administration	109	130
b. Engineering and supervision	136	129
2. Operation and maintenance expenses		
– mains		
a. Operation expenses	16	17
b. Maintenance expenses	16	7
– Pumping stations		
c. Operation expenses (excluding energy costs)	37	44
d. Energy costs	30	65
e. Maintenance expenses	6	14
– Treatment		
f. Operation expenses (excl. chemical, energy, effluent and biosolids management costs)	196	193
g. Chemical costs	22	22
h. Energy costs	15	9
i. Effluent management	13	18
j. Biosolids management	–	–
k. Maintenance expenses	125	76
– Other		
l. Operation expenses	3	4
m. Maintenance expenses	–	–
3. Depreciation expenses		
a. System assets	481	480
b. Plant and equipment	–	–
4. Miscellaneous expenses		
a. Interest expenses	15	24
b. Revaluation decrements	–	–
c. Other expenses	–	3
d. Impairment – system assets	–	–
e. Impairment – plant and equipment	–	–
f. Aboriginal Communities Water and Sewerage Program	–	–
g. Tax equivalents dividends (actually paid)	–	–
5. Total expenses	1,220	1,235

Upper Lachlan Shire Council

Special Schedule 5 – Sewerage Service Income Statement (continued)

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

\$'000	Actuals 2017	Actuals 2016
Income		
6. Residential charges (including rates)	1,072	1,066
7. Non-residential charges		
a. Access (including rates)	–	–
b. Usage charges	250	250
8. Trade waste charges		
a. Annual fees	–	–
b. Usage charges	–	–
c. Excess mass charges	–	–
d. Re-inspection fees	–	–
9. Extra charges	5	–
10. Interest income	90	96
11. Other income	–	–
11a. Aboriginal Communities Water and Sewerage Program	–	–
12. Grants		
a. Grants for acquisition of assets	–	–
b. Grants for pensioner rebates	17	17
c. Other grants	–	–
13. Contributions		
a. Developer charges	34	46
b. Developer provided assets	–	–
c. Other contributions	–	–
14. Total income	<u>1,468</u>	<u>1,475</u>
15. Gain (or loss) on disposal of assets	–	–
16. Operating result	<u>248</u>	<u>240</u>
16a. Operating result (less grants for acquisition of assets)	248	240

Upper Lachlan Shire Council

Special Schedule 5 – Sewerage Service Income Statement (continued)

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

\$'000	Actuals 2017	Actuals 2016
B Capital transactions		
Non-operating expenditures		
17. Acquisition of fixed assets		
a. New assets for improved standards	–	–
b. New assets for growth	–	–
c. Renewals	200	349
d. Plant and equipment	37	–
18. Repayment of debt	34	31
19. Totals	271	380
Non-operating funds employed		
20. Proceeds from disposal of assets	–	–
21. Borrowing utilised	–	–
22. Totals	–	–
C Rates and charges		
23. Number of assessments		
a. Residential (occupied)	1,366	1,355
b. Residential (unoccupied, ie. vacant lot)	164	169
c. Non-residential (occupied)	185	196
d. Non-residential (unoccupied, ie. vacant lot)	41	39
24. Number of ETs for which developer charges were received	9 ET	12 ET
25. Total amount of pensioner rebates (actual dollars)	\$ 31,000	\$ 31,000

Upper Lachlan Shire Council

Special Schedule 6 – Sewerage Service Statement of Financial Position

Includes internal transactions, i.e. prepared on a gross basis
as at 30 June 2017

\$'000	Actuals Current	Actuals Non-current	Actuals Total
ASSETS			
26. Cash and investments			
a. Developer charges	163	–	163
b. Special purpose grants	–	–	–
c. Accrued leave	–	–	–
d. Unexpended loans	–	–	–
e. Sinking fund	–	–	–
f. Other	3,634	–	3,634
27. Receivables			
a. Specific purpose grants	–	–	–
b. Rates and availability charges	65	6	71
c. User charges	–	–	–
d. Other	–	–	–
28. Inventories	–	–	–
29. Property, plant and equipment			
a. System assets	–	15,128	15,128
b. Plant and equipment	–	87	87
30. Other assets	–	–	–
31. Total assets	3,862	15,221	19,083
LIABILITIES			
32. Bank overdraft	–	–	–
33. Creditors	5	–	5
34. Borrowings	36	264	300
35. Provisions			
a. Tax equivalents	–	–	–
b. Dividend	–	–	–
c. Other	128	–	128
36. Total liabilities	169	264	433
37. NET ASSETS COMMITTED	3,693	14,957	18,650
EQUITY			
38. Accumulated surplus			14,851
39. Asset revaluation reserve			3,799
40. Other reserves			–
41. TOTAL EQUITY			18,650
Note to system assets:			
42. Current replacement cost of system assets			22,857
43. Accumulated current cost depreciation of system assets			(7,729)
44. Written down current cost of system assets			15,128

Upper Lachlan Shire Council

Notes to Special Schedules 3 and 5

for the year ended 30 June 2017

Administration ⁽¹⁾

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

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

Engineering and supervision ⁽¹⁾

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

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

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

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

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

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

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

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

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

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

Trade waste charges (item 8 of Special Schedule 5) include all income from trade waste charges separated into 8a annual fees, 8b usage charges and 8c excess mass charges and 8d re-inspection fees.

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

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

Notes:

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

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

Upper Lachlan Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017

\$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance ^a	2016/17 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
								1	2	3	4	5
Buildings	Buildings – non-specialised	–	–	45	11	1,829	3,976	0%	76%	12%	11%	1%
	Buildings – specialised	189	189	312	85	20,019	39,938	14%	36%	33%	12%	5%
	Sub-total	189	189	357	96	21,848	43,914	12.7%	39.6%	31.1%	11.9%	4.6%
Other structures	Other structures	–	–	18	18	909	1,455	9%	26%	26%	17%	22%
	Sub-total	–	–	18	18	909	1,455	9.0%	26.0%	26.0%	17.0%	22.0%
Roads	Sealed roads	1,432	1,432	1,848	1,622	48,882	73,907	26%	27%	25%	17%	5%
	Unsealed roads	502	502	1,410	2,959	21,190	39,169	15%	15%	51%	18%	1%
	Bridges	584	584	149	28	25,177	47,598	5%	39%	44%	8%	4%
	Footpaths	–	–	16	1	1,492	2,017	18%	47%	24%	10%	1%
	Kerb & Gutter	–	–	31	22	2,730	3,909	3%	63%	19%	15%	0%
	Sub-total	2,518	2,518	3,454	4,632	99,471	166,600	16.8%	28.7%	36.4%	14.5%	3.6%
Water supply network	Water supply network	–	–	445	383	22,976	35,591	56%	19%	4%	20%	1%
	Sub-total	–	–	445	383	22,976	35,591	56.0%	19.0%	4.0%	20.0%	1.0%
Sewerage network	Sewerage network	–	–	271	273	14,287	21,711	47%	27%	26%	0%	0%
	Sub-total	–	–	271	273	14,287	21,711	47.0%	27.0%	26.0%	0.0%	0.0%

Upper Lachlan Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017 (continued)

\$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance ^a	2016/17 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
								1	2	3	4	5
Stormwater drainage	Stormwater drainage	–	–	16	–	1,445	2,557	15%	35%	28%	22%	0%
	Sub-total	–	–	16	–	1,445	2,557	15.0%	35.0%	28.0%	22.0%	0.0%
Open space/recreational assets	Swimming pools	–	–	27	6	489	1,490	9%	26%	26%	17%	22%
	Recreational assets	–	–	113	158	1,380	2,720	8%	27%	29%	15%	21%
	Sub-total	–	–	140	164	1,869	4,210	8.4%	26.6%	27.9%	15.7%	21.4%
TOTAL – ALL ASSETS		2,707	2,707	4,701	5,566	162,805	276,038	23.4%	29.1%	30.3%	13.8%	3.5%

Notes:

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

Infrastructure asset condition assessment 'key'

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

Upper Lachlan Shire Council

Special Schedule 7 – Report on Infrastructure Assets (continued)
for the year ended 30 June 2017

\$ '000	Amounts	Indicator	Benchmark	Prior periods	
	2017	2017		2016	2015
Infrastructure asset performance indicators * consolidated					
1. Infrastructure renewals ratio					
Asset renewals ⁽¹⁾	<u>6,162</u>	136.54%	>= 100%	148.04%	122.19%
Depreciation, amortisation and impairment	<u>4,513</u>				
2. Infrastructure backlog ratio					
Estimated cost to bring assets to a satisfactory standard	<u>2,707</u>	1.66%	< 2%	1.55%	1.98%
Net carrying amount of infrastructure assets	<u>162,925</u>				
3. Asset maintenance ratio					
Actual asset maintenance	<u>5,566</u>	1.18	> 1.00	1.06	1.06
Required asset maintenance	<u>4,701</u>				
4. Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	<u>2,707</u>	0.98%		0.90%	1.16%
Gross replacement cost	<u>276,038</u>				

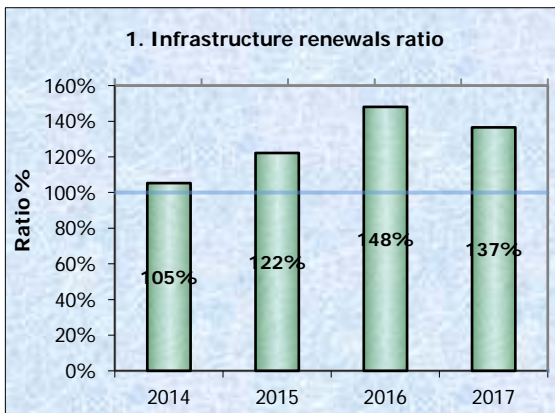
Notes

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

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

Upper Lachlan Shire Council

Special Schedule 7 – Report on Infrastructure Assets (continued) for the year ended 30 June 2017



Purpose of asset renewals ratio

To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.

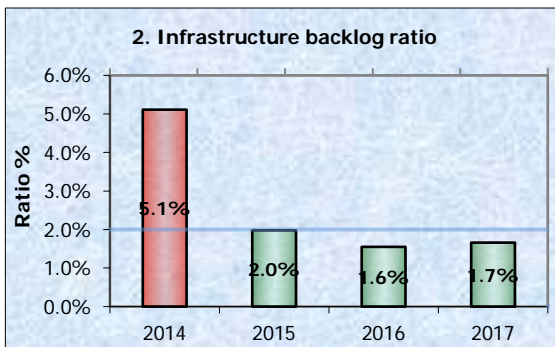
Commentary on 2016/17 result

2016/17 Ratio 136.54%

Council has exceeded the Infrastructure Renewals Ratio benchmark of 100% for the past 4 years. This shows a commitment to maintain existing assets and also demonstrates a strategy in not making excessive or unaffordable additions or upgrades to existing assets.

Benchmark: ——— Minimum >=100.00%
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

■ Ratio achieves benchmark
■ Ratio is outside benchmark



Purpose of infrastructure backlog ratio

This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.

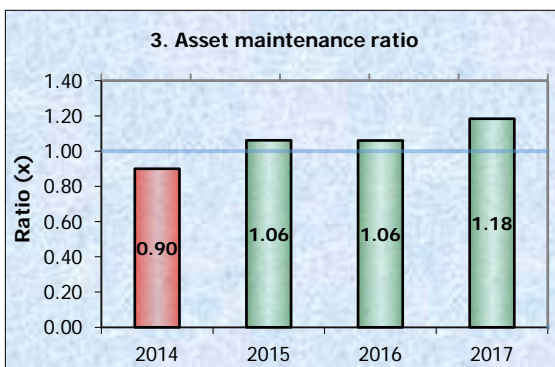
Commentary on 2016/17 result

2016/17 Ratio 1.66%

The infrastructure backlog ratio 1.66% meets the benchmark of a maximum 2% infrastructure backlog.

Benchmark: ——— Maximum <2.00%
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

■ Ratio achieves benchmark
■ Ratio is outside benchmark



Purpose of asset maintenance ratio

Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the infrastructure backlog growing.

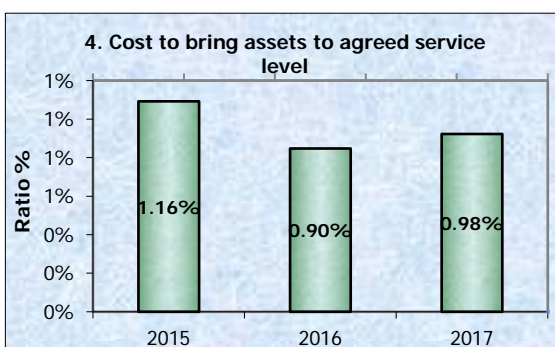
Commentary on 2016/17 result

2016/17 Ratio 1.18 x

Council's asset maintenance ratio for 2016/2017 meets the benchmark rate of 1.0.

Benchmark: ——— Minimum >1.00
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

■ Ratio achieves benchmark
■ Ratio is outside benchmark



Purpose of agreed service level ratio

This ratio provides a snapshot of the proportion of outstanding renewal works compared to the total value of assets under Council's care and stewardship.

Commentary on 2016/17 result

2016/17 Ratio 0.98%

As there is no agreed methodology or guidance in the preparation of Special Schedule 7 this ratio is highly subjective. It may give some guidance on what outstanding works are required to bring assets to the communities current expectations.

Upper Lachlan Shire Council

Special Schedule 7 – Report on Infrastructure Assets (continued)
for the year ended 30 June 2017

\$ '000	Benchmark	Water 2017	Sewer 2017	General ⁽¹⁾ 2017
Infrastructure asset performance indicators by fund				
1. Infrastructure renewals ratio				
<u>Asset renewals ⁽²⁾</u>		55.56%	43.38%	174.56%
Depreciation, amortisation and impairment	>= 100%			
	prior period:	45.16%	76.20%	172.78%
2. Infrastructure backlog ratio				
<u>Estimated cost to bring assets to a satisfactory standard</u>		0.00%	0.00%	2.15%
Net carrying amount of infrastructure assets	< 2%			
	prior period:	0.00%	0.00%	1.97%
3. Asset maintenance ratio				
<u>Actual asset maintenance</u>		0.86	1.01	1.23
Required asset maintenance	> 1.00			
	prior period:	0.92	0.64	1.12
4. Cost to bring assets to agreed service level				
<u>Estimated cost to bring assets to an agreed service level set by Council</u>		0.00%	0.00%	1.24%
Gross replacement cost				

Notes

- (1) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.
- (2) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.



INDEPENDENT AUDITOR'S REPORT

Special Schedule No. 8

Upper Lachlan Shire Council

To the Councillors of Upper Lachlan Shire Council

Opinion

I have audited the accompanying special purpose financial statement comprising the reconciliation of total permissible general income (Special Schedule No. 8) of Upper Lachlan Shire Council (the Council) for the year ending 30 June 2018.

In my opinion, Special Schedule No. 8 of Upper Lachlan Shire Council for 30 June 2017 is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting (LG Code) issued by the Office of Local Government (OLG), and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report, and in particular the Emphasis of Matter paragraph, which describes the basis of accounting.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of Special Schedule No.8' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the notes and explanations in Special Schedule No. 8 that instruct councils in its preparation so it complies with OLG's requirements as described in the LG Code. As a result, Special Schedule No. 8 may not be suitable for another purpose.

Other Matter

Special Schedule No.8 of the Council for the year ended 30 June 2017 was audited by another auditor who expressed an unmodified opinion on Special Schedule No. 8 on 7 October 2016.

Councillors' Responsibility for Special Schedule No. 8

The Councillors of the Council are responsible for the preparation of Special Schedule No. 8 in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of Special Schedule No. 8 that is free from material misstatement, whether due to fraud or error.

In preparing Special Schedule No.8, the Councillors must assess the Council's ability to continue as a going concern except where the Council will be dissolved or amalgamated by an Act of Parliament. The assessment must disclose, as applicable, matters related to going concern and the appropriateness of using the going concern basis of accounting.

Auditor's Responsibility for the Audit of Special Schedule No. 8

My objectives are to:

- obtain reasonable assurance whether Special Schedule No. 8 as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on Special Schedule No.8.

A description of my responsibilities for the audit of Special Schedule No.8 is located at the Auditing and Assurance Standards Board website at http://www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

My opinion does not provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Special Schedule No.8 on any website where they may be presented
- about any other information which may have been hyperlinked to/from Special Schedule No 8.



Karen Taylor
Director, Financial Audit Services

12 October 2017
SYDNEY

Upper Lachlan Shire Council

Special Schedule 8 – Permissible Income Calculation

for the year ended 30 June 2018

\$'000		Calculation 2016/17	Calculation 2017/18
Notional general income calculation ⁽¹⁾			
Last year notional general income yield	a	6,551	6,737
Plus or minus adjustments ⁽²⁾	b	64	59
Notional general income	c = (a + b)	6,615	6,796
Permissible income calculation			
Special variation percentage ⁽³⁾	d		
Or rate peg percentage	e	1.80%	1.50%
Or crown land adjustment (incl. rate peg percentage)	f		
Less expiring special variation amount	g	–	–
Plus special variation amount	h = d x (c – g)	–	–
Or plus rate peg amount	i = c x e	119	102
Or plus Crown land adjustment and rate peg amount	j = c x f	–	–
Sub-total	k = (c + g + h + i + j)	6,734	6,898
Plus (or minus) last year's carry forward total	l	3	(0)
Less valuation objections claimed in the previous year	m	–	–
Sub-total	n = (l + m)	3	(0)
Total permissible income	o = k + n	6,737	6,898
Less notional general income yield	p	6,734	6,896
Catch-up or (excess) result	q = o – p	3	2
Plus income lost due to valuation objections claimed ⁽⁴⁾	r	–	–
Less unused catch-up ⁽⁵⁾	s	(3)	–
Carry forward to next year	t = q + r – s	(0)	2

Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916*.
- (3) The 'special variation percentage' is inclusive of the rate peg percentage and where applicable Crown land adjustment.
- (4) Valuation objections are unexpected changes in land values as a result of land owners successfully objecting to the land value issued by the Valuer-General. Councils can claim the value of the income lost due to valuation objections in any single year.
- (5) Unused catch-up amounts will be deducted if they are not caught up within 2 years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for in setting the rates in a future year.
- (6) Carry forward amounts which are in excess (an amount that exceeds the permissible income) require ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the *Local Government Act 1993*. The OLG will extract these amounts from Council's Special Schedule 8 in the financial data return (FDR) to administer this process.

The Mayor
 Councillor Brian McCormack
 c/- Upper Lachlan Shire Council
 PO Box 42
 GUNNING NSW 2581

Contact: Karen Taylor
 Phone no: (02) 92757311
 Our ref: D1725213/1797

10 October 2017

Dear Mr Mayor

**Report on the Conduct of the Audit
 for the year ended 30 June 2017
 Upper Lachlan Shire Council**

I have audited the general purpose financial statements of the Upper Lachlan Shire Council (the Council) for the year ended 30 June 2017 as required by s415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's general purpose financial statements.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2017 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the general purpose financial statements issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

	2017 \$m	2016 \$m	Variance %
Rates and annual charges revenue	9.9	9.7	2.1 ↑
Grants and contributions revenue	17.9	10.8	65.7 ↑
Operating result for the year	11.8	5.7	107.0 ↑
Net operating result before capital amounts	5.2	3.8	36.8 ↑

The growth in rates and annual charges is consistent with the rate pegging of 1.5 per cent, combined with increases in annual charges, consistent with Council's operational plan.

User charges and fees decreased in 2017 with less work undertaken on State Roads on behalf of the Roads and Maritime Services and lower quarry operations revenue.

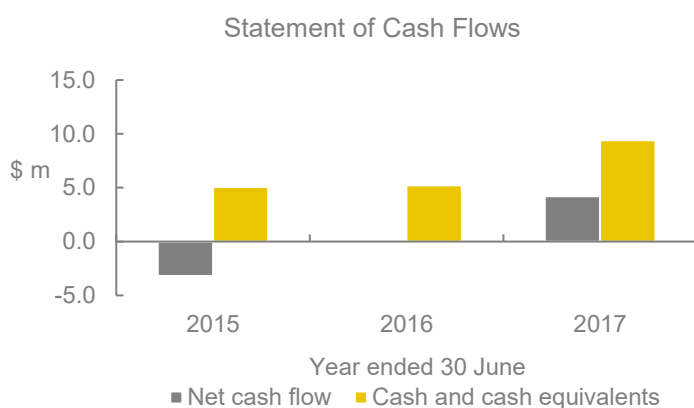
Operating grants and contributions were higher at \$11.4 million (\$8.9 million in 2016), mainly due to the \$2.3 million advance payment of the Financial Assistance Grant for 2018, received in 2017. Council also received \$0.8 million in natural disaster funding to repair damaged road infrastructure.

Capital grants and contributions increased from Council received \$4.4 million in capital grant funding for the new Crookwell Water Treatment plant, which will become operational in the 2017-2018 financial year.

The General, Water and Sewer Funds all contributed positively to the operating result (see Note 21).

STATEMENT OF CASH FLOWS

The net cash inflow for 2017 was \$4.2 million (inflow of \$0.2 million in 2016), due mostly to the increased level of grants and contributions, including advanced financial assistance grants, compared to 2016.



FINANCIAL POSITION

Cash and Investments

Restricted Cash and Investments	2017	2016	Commentary
	\$m	\$m	
External restrictions	11.6	10.5	Externally restricted balances include unexpended developer contributions, water, sewer and domestic waste management charges.
Internal restrictions	13.0	9.4	
Unrestricted	5.7	5.4	Balances are internally restricted due to Council policy or decisions for forward plans including works program. Unrestricted balances provide liquidity for day-to-day operations.
Cash and investments	30.3	25.3	

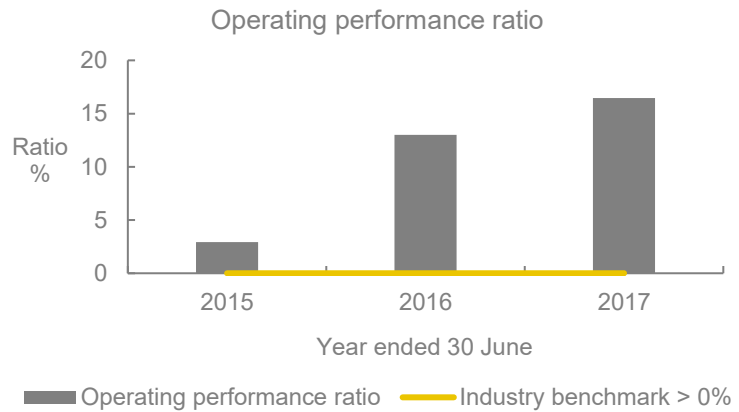
PERFORMANCE RATIOS

The definition of each ratio analysed below (except for the 'building and infrastructure renewals ratio') is included in Note 13 of the Council's audited general purpose financial statements. The 'building and infrastructure renewals ratio' is defined in Council's unaudited Special Schedule 7.

Operating performance ratio

The council, has proactively managed its budget to exceed the benchmark.

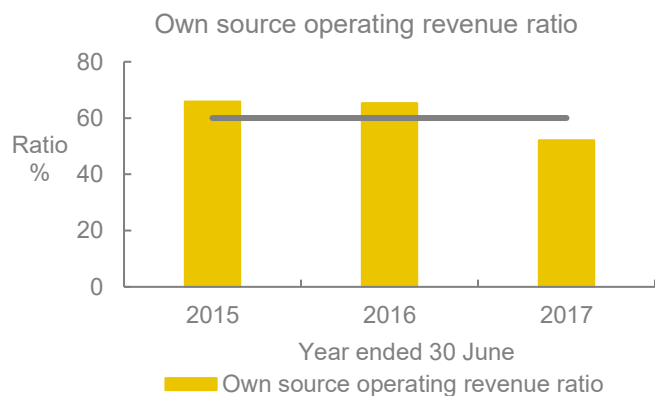
The 'operating performances ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by the Office of Local Government (OLG) is greater than zero per cent.



Own source operating revenue ratio

The increased level of operating and capital grants and contributions has the effect of decreasing council's own source revenue ratio.

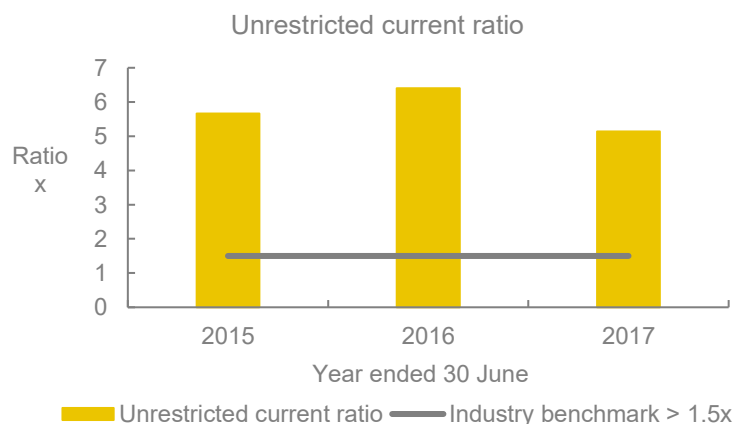
The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.



Unrestricted current ratio

Council effectively manages its liquidity to consistently exceed the benchmark of 1.5 times. However, this ratio is inflated by high levels of gravel stocks, which whilst current, are not as liquid as other current assets. Short term obligations remain low.

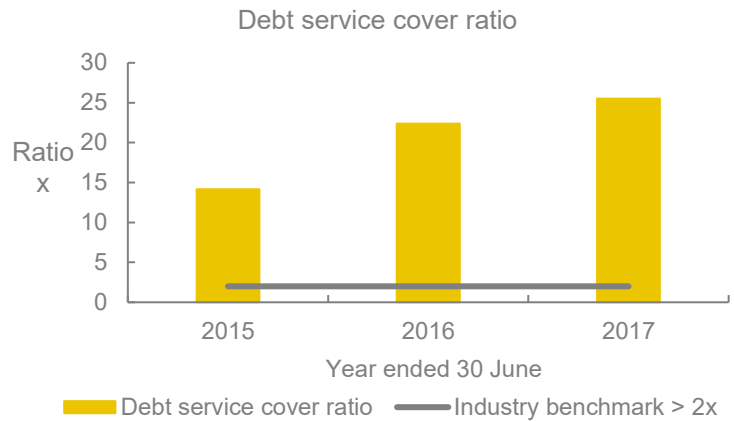
The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.



Debt service cover ratio

This ratio has improved and is well above the benchmark as Council continues to repay existing loans and not draw down additional funds.

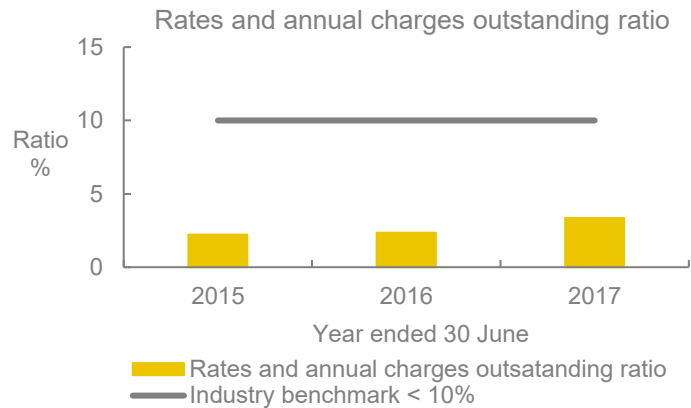
The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.



Rates and annual charges outstanding ratio

A sustained effort to effectively manage recovery has seen Council consistently outperform the benchmark for rural councils.

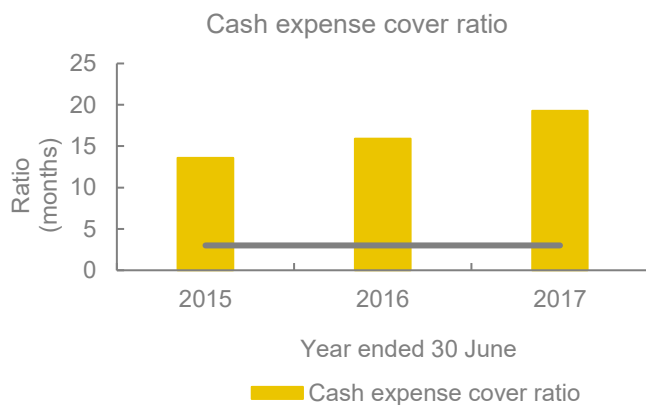
The 'rates and annual charges outstanding ratio' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is greater than 10 per cent for rural councils.



Cash expense cover ratio

Council comfortably exceeded this benchmark, as it has done for many years. However, a high percentage of cash and investments are restricted.

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.

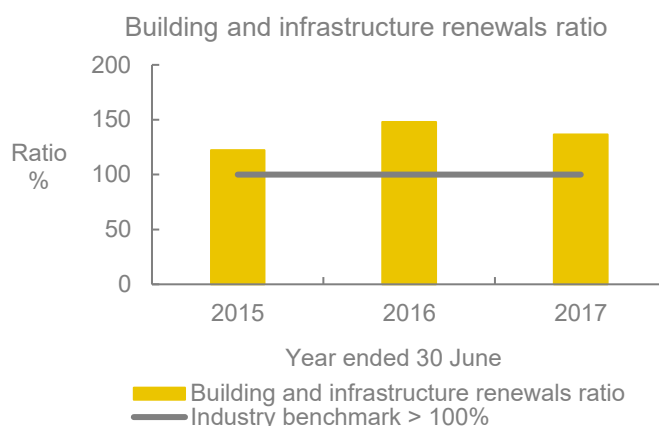


Building and infrastructure renewals ratio

Council's has focussed on renewing its assets, bringing them up to an acceptable standard and thereby reducing the maintenance backlog. Most of Council's renewal work over the last two years has been to its roads network.

The 'building and infrastructure renewals ratio assesses the rate at which these assets are being renewed against the rate at which they are depreciating. The benchmark set by OLG is greater than 100 per cent.

This ratio is sourced from council's Special Schedule 7 which has not been audited.



OTHER MATTERS

Council entities

I did not audit council entities listed below:

- Central NSW Councils Weight of Loads
- Southern Tablelands Library Co-operative
- South East Regional Organisation of Councils.

The Auditor-General's obligations with respect to auditing council entities are satisfied through performing those audit procedures necessary to form an opinion on the Council's consolidated general purpose financial reports.

New accounting standards implemented

AASB 124 'Related Party Disclosures'

Effective for annual reporting periods beginning on or 1 July 2016

AASB 2015-6 extended the scope of AASB 124 to not-for-profit public sector entities. Council's financial statements disclosed the:

- compensation paid to their key management personnel
- nature of related party relationships
- amount and nature of related party transactions, outstanding balances and commitments and outstanding balances (including commitments).

Legislative compliance

My audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial reports. The Council's:

- accounting records were maintained in a manner and form to allow the general purpose financial statements to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.



Karen Taylor

Director, Financial Audit Services

10 October
SYDNEY



INDEPENDENT AUDITOR'S REPORT
Report on the general purpose financial statements
Upper Lachlan Shire Council

To the Councillors of the Upper Lachlan Shire Council

Opinion

I have audited the accompanying financial statements of Upper Lachlan Shire Council (the Council), which comprise the statement of financial position as at 30 June 2017, the income statement, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by Councillors and Management.

In my opinion,

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been presented, in all material respects, in accordance with the requirements of this Division
 - are consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2017, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Matter

The financial statements of the Council for the year ended 30 June 2016 were audited by another auditor who expressed an unmodified opinion on that financial statement on 7 October 2016.

The Councillors' Responsibility for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors must assess the Council's ability to continue as a going concern except where the Council will be dissolved or amalgamated by an Act of Parliament. The assessment must disclose, as applicable, matters related to going concern and the appropriateness of using the going concern basis of accounting.

Auditor's Responsibility for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar3.pdf. The description forms part of my auditor's report.

My opinion does *not* provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, Note 2(a) and Note 16 budget variation explanations
- on the attached Special Schedules
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.

A handwritten signature in black ink that reads "Karen Taylor". The signature is written in a cursive, flowing style.

Karen Taylor
Director, Financial Audit Services

10 October 2017
SYDNEY



INDEPENDENT AUDITOR'S REPORT
Report on the special purpose financial statement
Upper Lachlan Shire Council

To the Councillors of the Upper Lachlan Shire Council

Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Upper Lachlan Shire Council's (the Council) Declared Business Activities, which comprise the statement of financial position of each Declared Business Activity as at 30 June 2017, the income statement of each Declared Business Activity for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information for the Business Activities declared by Council, and the Statement by Councillors and Management.

The Declared Business Activities of the Council are:

- Water Supply
- Sewerage
- Domestic Waste Management.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared Business Activities as at 30 June 2017, and their financial performance for the year then ended, in accordance with the Australian Accounting Standards described in Note 1 and the Local Government Code of Accounting Practice and Financial Reporting (LG Code).

My opinion should be read in conjunction with the rest of this report and in particular, the Emphasis of Matter referring to the basis of accounting.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to Note (1) to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

Other Matter

The financial statements of the Council for the year ended 30 June 2016 were audited by another auditor who expressed an unmodified opinion on that financial statement on 7 October 2016.

The Councillors' Responsibility for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in Note 1 to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors must assess the Council's ability to continue as a going concern except where the Council will be dissolved or amalgamated by an Act of Parliament. The assessment must disclose, as applicable, matters related to going concern and the appropriateness of using the going concern basis of accounting, as it affects the Council's Declared Business Activities.

Auditor's Responsibility for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at:

http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf.

The description forms part of my auditor's report.

My opinion does not provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Karen Taylor
Director, Financial Audit Services

10 October 2017
SYDNEY



Social and Community Plan 2013-2018





Upper Lachlan Shire Council

Crookwell Office: 44 Spring Street (PO Box 10)
Crookwell NSW 2583
Phone: (02) 48 301 000 Facsimile: (02) 48 322 066

Gunning Office: 123 Yass Street (PO Box 42)
Gunning NSW 2581
Phone: (02) 48 454 100 Facsimile: (02) 48 451 426

Taralga Office: 29 Orchard Street
Taralga NSW 2580
Phone: (02) 48 402 099 Facsimile: (02) 48 402 296

Email: council@upperlachlan.nsw.gov.au

Disclaimer

This Social and Community Plan has been prepared by Upper Lachlan Shire Council and consultants from AQ Planning P/L and Planning, Environmental & Economic Consulting (PEEC).

The information, views and opinions have been provided in good faith, and have been based on available information including the data and supporting studies detailed within this Plan.

While every reasonable effort has been made to ensure that this document is correct at the time of printing, Upper Lachlan Shire Council, AQ Planning P/L, and Planning, Environmental & Economic Consulting (PEEC), disclaim any and all liability to any person in respect of anything or the consequences of anything done or omitted to be done in reliance upon the whole or any part of this document. The document is not intended to give rise to any rights, claims, benefits, privileges, liabilities or obligations with respect to matters the subject of this Plan.

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Mayoral Message



I am pleased to present the Upper Lachlan Shire Council's Social and Community Plan 2013-2018.

In our aim for a healthy and vibrant community, this document encourages Council and key stakeholders to work together to enhance the lifestyle of children and families, young people, women, men, older people, people with a disability, people from diverse backgrounds, Aboriginal and Torres Strait Islanders and our rural and farming community.

An important component of Council's strategic framework is to guide Council and other key agencies in the provision of appropriate and accessible services and facilities that meet the health, economic, environmental and social needs of people within the Shire in an equitable manner.

The 2013-2018 Plan builds on the work undertaken in the 2007-2012 Plan and will continue to strive to achieve the following:

- improve the health of the local community;
- identify key areas for further research and analysis;
- be used a tool for the development of options to resource social and community programs, resources and other activities;
- support applications for grants or other funding; and
- integration with Council's operational planning and delivery, and organisational strategic planning.

This Plan could not have been developed without significant contribution from a range of people. We wish to thank all of those who were involved members of the public who participated in consultations, government and non government representatives who gave feedback on issues and Council staff.

The Council's social planning framework consists of the Social and Community Plan and Cultural Plan.

We look forward to working together to help build healthy and vibrant communities across the Upper Lachlan Shire.

A handwritten signature in black ink that reads "Brian McCormack".

Councillor Brian McCormack OAM
Mayor
Upper Lachlan Shire Council

Executive Summary

Why develop a Social and Community Plan?

Social and Community Plans are key mechanisms by which to build a healthy and vibrant community to enhance the everyday lives for residents and to cater to the community's needs. Social and Community Plans encourage the recognition of a community's assets and strengths, as well as highlighting areas of priority for action.

Upper Lachlan's Social and Community Plan

Upper Lachlan Shire Council (ULSC) has had a 5-year Social and Community Plan in place from 2007 to 2012. Under the *Local Government Act 1993*, Council is required to review the Plan. This current plan, 2013 to 2018, has been prepared to build on the work and consultation of the previous plan, and to update the Plan based on information such as new demographic data, consultation, research and emerging needs.

The Plan has been prepared in accordance with requirements of the *Local Government Act 1993*, and Guidelines developed by the NSW Department of Local Government.

In addition to the mandatory groups that are identified by State Government, Council has also identified Men and the Rural Community as groups covered in this Plan. Given the valuable collaboration with the former Greater Southern Area Health Service in the development of the previous Plan, health and other issues such as mental health and wellbeing, transport, community integration, health status, are also maintained as key considerations under this revised Plan.

The research, stakeholder consultations and data have been compiled to give Council and other interested groups direction for future priorities and outcomes over the next five years. Council, government agencies, community groups and community members can use the Plan for a number of purposes such as:

- to assist in improving the local health and community;
- to identify key areas for further research and analysis;
- a tool for the development of options to resource social and community programs, resources and other activities;
- a means of supporting applications for grants or other funding; and
- a means of driving key components of operational planning and delivery, and organisational strategic planning.

Acknowledgements

Many thanks go to those who have contributed to the preparation of Council's initial Community and Social Plan 2007-2012, which provided a strong basis for this revised Plan. In addition, the valuable input that has been provided by the community, government and non-government agencies, stakeholders and resident that make up the Upper Lachlan community cannot go without mention and thanks.



Introduction

What is a Social and Community Plan?

Since 1998, Councils in New South Wales (NSW) have been required to produce and update a 5-year Social Plan under legislation contained in the *Local Government Act 1993*. A Social and Community Plan articulates the Council and communities response to the needs and aspirations of the people living or working in the local government area, and incorporates issues that have an impact on community well being, provides an overview of the community, identifies the key issues and recommends strategies agencies can implement to address these issues

The NSW Government produced the *Social and Community Planning and Reporting Guidelines 2002*, to assist local government in this plan making process. This document has been drafted to both meet legislative requirements and NSW Government Guidelines, in addition to providing a plan that reflects emerging best practice and the needs of the local Upper Lachlan Community.

Generally, a Social and Community Plan will provide a tool for the Council, community and other stakeholders, including Government and the private sector that includes:

- Demographic data and trends that assist in identifying issues and likely demands for social infrastructure and services;
- Identification of “at risk”, vulnerable and other higher-needs groups within the community;
- Discussion of current and likely future issues affecting the social, cultural and community well-being of the community;
- Identification of service and community infrastructure issues, including standards, locational gaps, staffing, outreach or other servicing issues;
- Details of key providers/ actions required to maintain or improve community/social well-being;
- Identification of opportunities for projects, actions, investment, support for sourcing grants, potential partnerships and responsibilities for implementing key strategies;
- Development of strategies and actions to achieve social and community well-being; and
- A means of integrating the plan with The Tablelands Regional Community Strategic Plan and Council’s operational plans, Section 94 Plan(s), and other statutory and strategic planning documents.

The development of a Social and Community Plan is based on the principles of social justice. Plans are required to address the interests of the following target groups and Council has incorporated additional groups which are considered relevant to this area:

- Children
- Young people
- Women
- Older people
- People with disabilities
- Aboriginal and Torres Strait Islander people
- People from Culturally and Linguistically Diverse backgrounds
- Men, and

- Rural and Farming Community

Background to Social and Community Plan

Upper Lachlan Shire, in a partnership with the former Greater Southern Area Health Service, produced the first plan for the Upper Lachlan Shire in 2008. The 5-year cycle for review of the Social and Community Plan now requires a revised Plan be prepared. The 2007-2012 Plan, together with the key actions, have been considered and included in this Plan wherever relevant.

How was this Plan prepared?

The 2013-2018 Social and Community Plan has been prepared to build on the valuable work undertaken in the development of the 2007-2012 Social and Community Plan.

Where possible, directions, research and data from other government agencies and providers have been incorporated to improve the validity of the Plan to ensure consistency across the various players in the Social and Community sector.

Statistics incorporated within the plan have been drawn from a number of sources, including:

- Australian Bureau of Statistics (ABS)
- Upper Lachlan Council (ULSC)
- NSW Department of Planning and Environment (NSW DPE)
- Southern NSW Local Health District (SLHD)
- Australian Institute of Health and Welfare (AIHW)

Previous work undertaken by Council, the former GSAHS (including the Crookwell Health Services Plan 2005-2010) and the human services reports from the former Gunning Shire (Twyford, 2003) and former Crookwell Shire (Twyford, 2003a) have also been used in preparing this Plan.



How does this Plan link with other Council planning and reporting?

The Social and Community Plan is considered an integral component to Council's ongoing Integrated Planning and Reporting Framework, and will assist in the development of operational and strategic plans under the framework. The Actions under this Plan should also be carried over to Council's Integrated Planning and Reporting Framework, so that linkages and progress can be reported to the community and other stakeholders.



The Social and Community Plan is closely linked to the Upper Lachlan Strategy Plan – 2020 Vision and State of the Environment Report.

Whilst the Social and Community Plan is a 5-year Plan it may be amended through its life to recognise progress made, emerging issues and changes to delivery targets, partnerships, and responsibilities.

The Social and Community Plan should help drive development of strategy, program development and actual day-to-day delivery of services and infrastructure for Council. It should also be considered in terms of implications for land use planning and development, and other Council functions.

Council has also prepared an Ageing Strategy for the Shire to respond to the significant ageing of our local and broader community. Ageing is about developing age-friendly communities, which create opportunities for older people to live active and fulfilling lives now and into the future.

Community consultation

The development of the Social and Community Plan 2013-18 has primarily been undertaken as a review and update of the 2007-2012 Plan. The Plan has also been re-worked to include updated demographics and other current research and findings that are relevant to the social and community planning for the area.

A range of additional consultation has been incorporated into the process including targeted stakeholder and agency meetings and circulation of a “consultation draft” to enable more concise comment and input into the identification of issues and development of priority actions.

The draft Plan was exhibited from 19 April 2013 to 24 May 2013 and comments received during the exhibition period, where relevant, have been incorporated within this Plan.

Transition from 2007-12 to 2013-18 Plan

The Social and Community Plan 2007-2012 provided the opportunity to form a collaborative approach between Council and the former Greater Southern Area Health Service.

The previous plan had a distinct healthy communities focus based on the World Health Organisation’s broader definition:

“A healthy community is one where all the factors that enable its residents to maintain a high quality of life exist – such as roads, schools, playgrounds and other services to meet the needs of the people in that community, has a range of housing, employment and education opportunities, has a healthy and safe environment, is one in which the members are informed, feel safe, are able to make choices, and have strong families and social connections”.

For this Plan, a broader approach has been adopted that will ensure this Plan will not only serve a leadership role in determining Council actions that can be implemented and reviewed over time by those that involved in the social and community sector, but will provide Council, Government Agencies, providers and other interested groups direction for future priorities and outcomes over the next five years. Council, government agencies, community groups and community members may use the Plan for a number of purposes such as:

- to assist in improving the local health and community;
- to identify key areas for further research and analysis;
- a tool for the development of options to resource social and community programs, resources and other activities;
- a means of supporting applications for grants or other funding; and
- a means of driving key components of operational planning and delivery, and organisational strategic planning.

Demographic Overview of Upper Lachlan

General

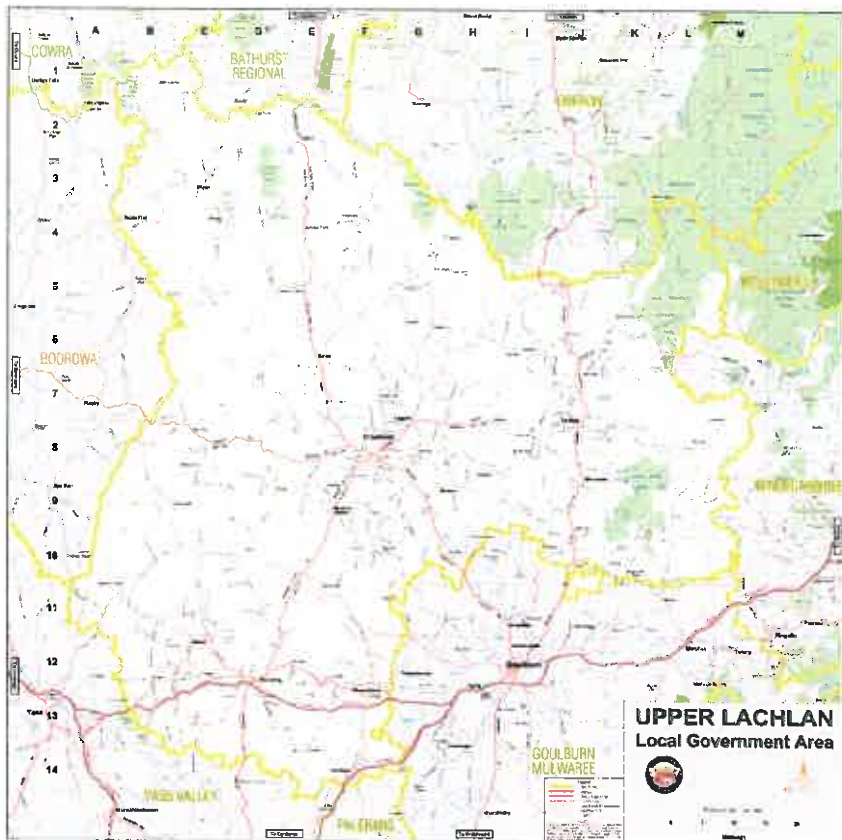
Upper Lachlan Shire covers an area of some 7,200 square kilometres, and is characterised by its rural and regional character, affected by its close proximity to the regional centre of Goulburn (45 km), and relative proximity to both other major centres such as Canberra (60km), Bathurst (130km) and Sydney (240km).

The Shire has three main centres: Crookwell, Gunning and Taralga and nine smaller centres, Bigga, Binda, Breadalbane, Collector, Dalton, Grabben Gullen, Jerrawa, Laggan, and Tuena. The Shire was proclaimed on the 11th February 2004 following local government boundary changes and includes part of the former Gunning Shire, part of the former Mulwaree Shire and all of the former Crookwell Shire. A map of the Shire is provided below.

The population ('preliminary estimate') of the Upper Lachlan Local Government Area (LGA) in June 2015 was 7,876 (ABS 206). The population of the LGA at the 2011 Census was 7,193 persons (ABS 2012a). The median age was 46 and there were 3,589 females and 3,604 males. As a general observation the ratio of females tends to rise in the over 80 age groups, reflecting the tendency for women to live longer.

One key observation is the lower numbers in the 'birthing age of 25-39' with 927 persons or 12.8% of total population, which is significantly lower (7.8%) than the NSW State average (20.7%). This has a number of implications, including capacity for population renewal and ongoing decline in younger age groups.





**Map of
Upper Lachlan Shire**

Population Growth Trends

Given the changes to local government boundaries in 2004, the use of pre-2006 ABS data to establish projections is likely to create issues with the compatibility and comparability of data.

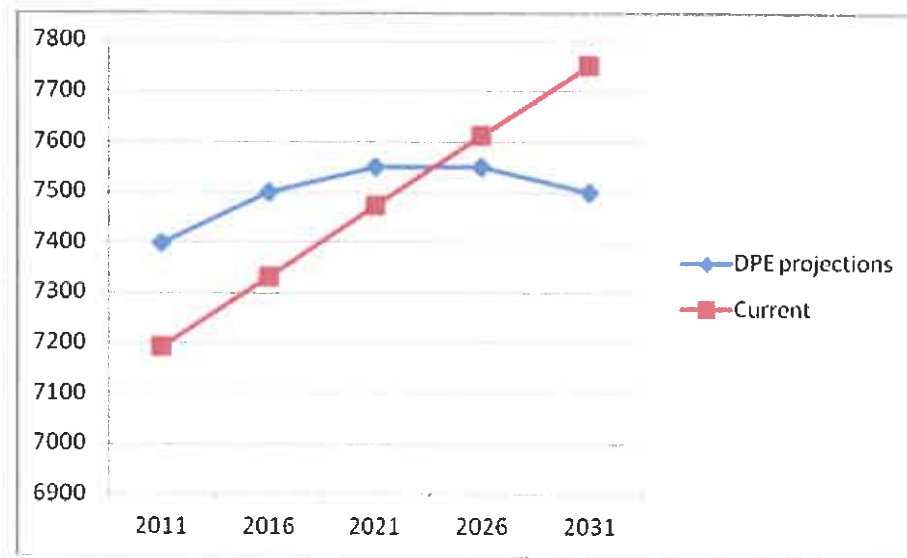
The following tables provide an overview of both actual ABS census data, in addition to projections prepared for Upper Lachlan by the NSW Department of Planning (DoPI).

Year	DoPI Projections*	Plan Projections**
2006	7,300	7,053
2011	7,400	7,193
2016	7,500	7,333
2021	7,550	7,473
2026	7,550	7,613
2031	7,500	7,753

* NSW Department of Planning and Environment (DPE) projections (2014).

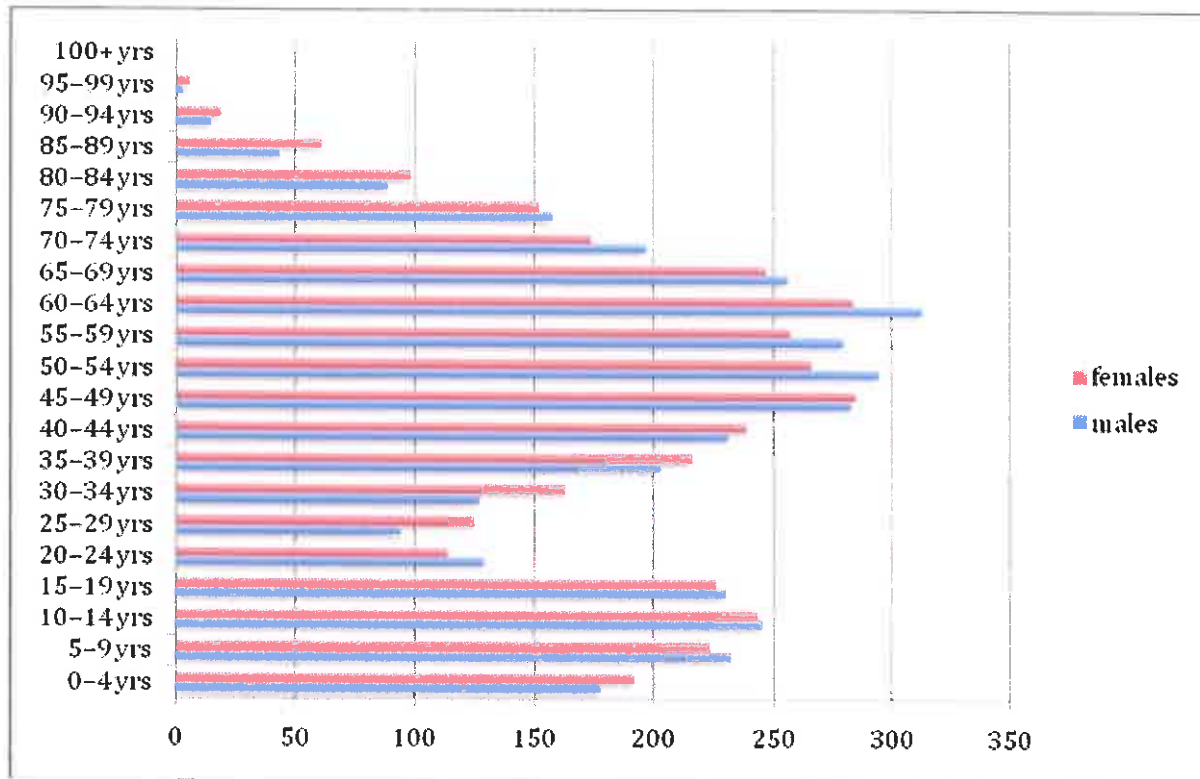
** Projections based on maintenance of at least the current growth path based on actual population from 2006 and 2011 ABS Census.

Comparison of Current Growth Path and DPE Projections



Age Structure

The following graph shows the age structure for Upper Lachlan as at the 2011 ABS Census.



Source: ABS 2011 Census Data

The graph indicates that Upper Lachlan Shire is currently undergoing noticeable generational change with Generation X (aged 35-49) and the Baby-boomers (aged 50-64) increasing their share of the population, mostly at the cost of Generation Y (aged 20-34) and to a lesser extent, Wartime (aged 65+ in 2011).

Socio-economic characteristics

There is strong and unequivocal evidence from Australia and other developed countries that factors such as income, socio-economic status, employment status and educational attainment are associated with inequalities in health (Eckersley et al 2001, Oliver & Exworthy, 2003 cited in the CHO 2004). Socio-economic disadvantage is associated with a higher prevalence of health risk factors and higher rates of hospitalisations, deaths and other adverse health outcomes. These inequalities are important from both social justice and economic perspectives – not only can they be considered 'unfair' and preventable, but they also have high direct and indirect costs on the health system (Sainsbury & Harris 2001, cited in CHO 2004).

(a) Economic inequalities

The relative socio-economic disadvantage index (SEIFA) is constructed by the Australian Bureau of Statistics based on information obtained on Census night in 2011. SEIFA scores are derived from factors including income, education, unemployment and motor vehicle use. The SEIFA index for the Upper Lachlan area of 996 (2013 data release) is slightly below the NSW average of 1,000, meaning overall there is slightly higher disadvantage in the Upper Lachlan than other areas in NSW.

The education and occupation index includes attributes relating to the proportion of people employed in a skilled occupation or the proportion of people with a higher qualification. The education and employment index for the Upper Lachlan area is 1,005, which is slightly higher than the NSW average of 1,000. Gunning differs from other areas in the Upper Lachlan, as there are more people who have higher levels of education and therefore more people with professional occupations. This is also reflected in other towns within commuting distance to the ACT, where higher rates of professional employment opportunities can be found.

Post-school education has increasing significance for high income and workplace status. A community's resources are indicated by the proportion of adults with post-school qualifications. In 2011, 51% of residents aged 15+ in Upper Lachlan had a post-school qualification. The proportion with qualifications was 6% lower than in NSW. Those aged 25–34 had the highest proportion with post-school qualifications, 67%. The proportion without qualifications rises with age – 63% of 75+ year olds had none.

Most commonly, the highest qualification in Upper Lachlan was a Certificate III or IV, held by 18% of adults (aged 15+). Another 8% held a Bachelors Degree and 7% held a Diploma.

- 26% of males had a Certificate III or IV
- 7% had a Bachelors Degree
- 6% had a Diploma
- 10% of females had a Bachelors Degree
- 10% had a Certificate III or IV
- 9% had a Diploma

The biggest increases in Upper Lachlan over 2006 to 2011 were in:

- Certificate III or IV (held by 2% more adults)
- Diploma (also by 2% more adults)

The biggest increases in NSW over 2006 to 2011 were in:

- Bachelor Degree (up 2%)

- Post-graduate Degree (up 1%)

In the Upper Lachlan 12% of adults had a Degree or higher, compared with 20% for NSW. Only 2% of residents in Upper Lachlan had a Post-graduate Degree (2% lower than in NSW). Those aged 25-34 had the highest proportion with Bachelors Degree (14%), than those aged 35-44 (12%). The highest proportions with Post-graduate Degrees were aged 55-64 (4%) and 65-74 (2%).

The Upper Lachlan Shire Council is well placed by virtue of its proximity to the national capital to actively advocate for the development and prosperity of the region. It should be noted that Council, through its Upper Lachlan Strategy Plan – 2020 Vision, is attempting to address some of the economic issues such as unemployment and tourism at the local level.

(b) Social inequalities

Social inequalities exist when individuals or groups of people are excluded from participating in community life due to their education and income levels. It has been found that people on lower incomes and people with lower levels of educational attainment do not participate in their communities as much as those people on higher incomes, or those with more education.

In regard to unemployment, Upper Lachlan's unemployment was estimated at 107 at the 2011 Census, a rate of 3% out of a working population of 3,583 (compared to 5.9% for NSW). The estimated number of unemployed residents had risen by 14 over the past year to June 2012 and had fallen by 39 since September 2010.

The level of income support through government pensions and benefits including Newstart, sickness or disability pensions provides an indication of the number of people who are economically and socially disadvantaged and have high need for health services. In 2013, there were 1,680 residents of Upper Lachlan receiving the main forms of income support. The largest groups were those receiving the Age pension (1,018), the Disability Support pension (261) and the Newstart allowance (155).

From 2011 to 2013, the total number of recipients of government payments decreased by 0.5% with the number on a Carers payment increasing by 10%, Age pension increasing by 2%, Disability support pension decreasing by 11% and Single Parent payment fell by 28%. The age pension was received by 67% of the estimated population of residents aged 65+.

The number on Newstart (unemployment benefit) increased by 36% from 2011 to 2013, with 41 more recipients. In 2013, 63% of recipients were long-term unemployed (on Newstart over a year), which was down by 4% since 2010.

The establishment of support groups and neighbourhood meeting places to encourage social connectedness among socially isolated people has been shown to help address social inequality issues. The Upper Lachlan Shire has a high degree of social connectedness. This is seen by the number and range of volunteering, sports and community groups currently available in the Shire. The Council can make significant contributions to enhancing these organisations by supporting their activities in various ways.

Family structures may also contribute to social inequalities within a community. The family and family structure have a strong impact on the health and wellbeing of children and their parents. Inadequate family income is more common in single-parent families, and family breakdown can also have adverse social and health consequences for children and their parents (CHO 2004).

The majority of family types in the Upper Lachlan Shire are couples with no dependent children and this is slightly higher than the NSW average. The next most common family type in the Shire is couples with

dependent children, which is higher than the NSW average. There are more people living alone than there are single-parent families in the Shire.

(c) Health inequalities

Just as economic and social inequalities exist and directly affect the level of disadvantage in a community, so do health inequalities. A health inequalities gap exists where well resourced people are able to utilise the health system and services to their advantage to remain healthy whereas poorly resourced people are less able to access the same resources to maintain health. Patterns of ill health have emerged that strongly suggest that people with the least access to social and economic resources often have worse health outcomes than people who have adequate or optimum access to social supports and economic resources.

It has been shown that people from lower socio-economic groups not only have the worst health outcomes, but they also are less likely to use preventative services, early intervention and screening services, thereby widening the health inequalities gap.

Councils can make inroads to addressing some of the direct health problems of the community through urban planning, land use and social inclusion policies that encourage people to be physically and socially active in their communities. Council provides infrastructure which encourages people to walk and to be physically active through the various recreational facilities available throughout the Shire. The Shire provides and maintains two public swimming pools and sporting fields, parks and playgrounds. The Shire also supports branch libraries at Crookwell and Gunning and provides free internet access to the community.

Note: Other relevant demographic data is included within each of the sections dealing with identified target groups under this Plan.



Social Infrastructure and Services

There are a range of social and community assets in the Upper Lachlan area including both physical and service based assets. The range of services and providers changes over time and Council maintains a service directory for the Upper Lachlan community, which can be found online:

<http://upperlachlan.nsw.gov.au/community>

Upper Lachlan has a range of social infrastructure and services typical of a rural local government area, although the relative close proximity to Canberra and a larger rural city such as Goulburn have impacted upon the range of facilities and services, social infrastructure and services which includes:

Hospital

- Crookwell (one on-call Doctor shared between 3 local Doctors)

Doctors/Medical

- Taralga – part-time GP Doctor service from Goulburn, Community Health
- Gunning – operated through Community Health
- Crookwell – Total 9 Doctors. 2 GP's and 7 at the Health Care Centre
- Community Health at Hospital.
- Specialists available at Crookwell Health Care Centre: Physiotherapist, Audiologist, Podiatrist, Massage therapist, Pathology, Orthopaedic and other visiting specialists.

Schools

- Crookwell (High School, Public School and Catholic Primary School)
- Primary Schools at Bigga, Binda, Breadalbane, Collector, Dalton, Gunning, Laggan, Taralga

Child care centres

- Day care centres are located in Crookwell, Taralga and Gunning
- Crookwell Pre-school Kindergarten
- Crookwell Early Learning Centre
- Crookwell Neighbourhood Centre Inc. provide the following services:
 - Crookwell Mobile Pre-School – weekly at Collector, Rye Park and Bigga
 - Crookwell Mobile Long Day Care – weekly at Bigga, Laggan, Collector and Rye Park

Community Organisations

- Country Women's Association – Southern Tablelands Group
- Men's Shed – Crookwell
- Rotary and Lion's Clubs
- Probus
- View Club
- Volunteer Bush Fire Brigades
- Churches – Catholic, Anglican, Uniting and Presbyterian
- Crookwell Neighbourhood Centre Inc.
- Landcare groups

- Progress Associations

Community facilities

- Showgrounds in all towns/villages
- Community halls
- Sporting fields
- Crookwell & Gunning Pools
- Caravan Parks – Crookwell, Gunning, Taralga, Grabine Lakeside State Park, Wombeyan Caves and there are many free camping areas
- National Parks and Reserves and walking trails

Aged Care

Taralga	Sunset Lodge: 23 beds – Aged Care Facility with high and low care Self care units
Crookwell	View Haven Lodge: 44 beds – Principally high care (Nursing Home) Self care units Clifton Village (Uniting Care) Nura Village (private aged housing)
Gunning	Self care units (Lions Club)

Social Connectivity

The people who make up a community contribute significantly to the social fabric of the area. This contribution is recognised by many residents. Residents are responsible for the initiation and continuation of many informal groups, businesses, organised community groups and clubs operating across the region. Residents have described their neighbours and community more broadly as welcoming, friendly, and spirited. Common values, 'rallying around', 'choosing to live here', 'pulling together' and 'community feel' were commonly cited in previous consultation as important assets to communities in the Upper Lachlan Shire.

The Shire has a strong sporting following with active clubs in hockey, rugby league, rugby, touch football, swimming, cricket, netball, tennis, golf, pony club and gymkhana. There are a range of sporting fields across the Upper Lachlan, with some local clubs conducting significant fundraising to upgrade and redevelop new fields. Another asset to the Shire is the diverse range of community organisations that are strongly supported by volunteers. These include Country Women's Associations, Rotary and Lions Clubs, Progress Associations, youth groups, volunteer Bush Fire Brigades, sporting and leisure clubs, church groups and arts councils.

Local events draw tourists to the area and are important positive features of the community. Although not an exhaustive list, among those mentioned by residents during consultation include the Binda Picnic Races, Taralga Australia Day Rodeo, Taralga Heritage Rally, Crookwell Potato Festival, Collector Pumpkin Festival, Gunning Fireworks as well as Agricultural Pastoral and Horticultural Societies/shows and arts events held in different areas.



Target Groups in Upper Lachlan

The following sections focus on each of the following identified target groups. Other related community and social planning issues that have been identified as relevant to the Upper Lachlan area are dealt with in the section following target groups.

- Children
- Young people
- Women
- Older people
- People with disabilities
- Aboriginal and Torres Strait Islander people
- People from Culturally and Linguistically Diverse backgrounds
- Men, and
- Rural and Farming Community



Art work from a local playgroup

Our Rural and Farming community



Children

Related Demographics – Children

At the time of the 2011 Census there were:

- 367 children aged 0-4 years,
- 456 children aged 5-9 years, and
- 488 children aged 10-14 years.

The 0-4 year age group makes up 5.1% of the population, which is 1.5 % lower, then the State average. The age groups of 5-9 (6.3%) and 10-14 (6.8%) are very close to the NSW averages.

The percentages of children in the 0-14 age bracket is also down slightly (approximately 0.5%) on 2006 Census figures, indicating a continuation of the trend identified in the previous social plan, where Upper Lachlan is likely to experience a decrease in the proportion of children over the coming 5 years.

This is consistent and comparable to many other rural communities, with the exception of those surrounding larger metropolitan or regional centres.

To determine the future trends in the 0-14 ages, the number of children born has trended downwards for decades in the locality. In Upper Lachlan Shire, the average number of births fell by 0.1% between 2006 and 2011, whilst the average births for women aged 35-39 years was 0.2 lower than in 2006 and was also down for women aged 25-29 years.

In contrast the average births rose most for those aged 40-44 years indicating perhaps a tendency to women having children later in life, which may have implications for the type of care and services that are required.

Compared with NSW averages in 2011, Upper Lachlan Shire had an average rate of births that was 0.5% higher overall.

In Upper Lachlan Shire, 31% of adults (aged 15+) provided some voluntary child care, with 18% caring for their own child, 8% caring for another's child, and 26% caring for both their and another's children. This shows the importance of home care in the area as an alternative or supplement for formal childcare services.

In terms of schooling in these years, at the 2011 Census:

- 82% of the number aged 3-4 years attended Pre-School,
- 87% of the number aged 5-11 years attended Primary School,
- the number at Pre-School increased by 26% from 2006, and
- the number in Primary School decreased by 9% from 2006.

Discussion of Key Issues

The early years of a child's life provide the foundation for future health, development and wellbeing. A positive start in life helps children to reach their full potential, while a poor start increases the chances of adverse outcomes (Australian Institute of Health & Welfare – AIHW).

The Key National Indicators of Child Health, Development and Wellbeing developed by AIHW measure the progress of Australia's children aged 0-14 years in the areas of health status, risk and protective factors influencing health and wellbeing, early learning and education, family and community environments, safety and security, and system performance.

Some of the key indicators are:

- Health – mortality, morbidity, chronic conditions, disability and mental health;
- Healthy Development – breastfeeding, dental health, physical activity and nutrition and early learning;
- Learning & Development – attendance at early childhood education, transition to primary school and primary school attendance, literacy and numeracy and social and emotional development;
- Risk Factors – teenage births, smoking in pregnancy, birth weight, overweight and obesity tobacco and alcohol misuse;
- Families & Communities – family functioning, socio-economic situation, parental health status and neighbourhood safety;
- Safety & Security – injuries, school relationships and bullying, child abuse and neglect, children as victims of violence, homelessness and children and crime; and
- System Performance – neonatal hearing screening, childhood immunization. Quality childcare, child protection substantiations, survival rate for childhood leukaemia.

Recent research undertaken by the AIHW *"A picture of Australia's children 2012"* provides the latest information on the health and wellbeing of Australia's children aged 0-14. As an Australian society results show that many are faring well and positives have been achieved. Research has shown however that key risk areas require additional attention, particularly among Aboriginal and Torres Strait Islander children and those living in areas with the lowest socio-economic status.

As part of the ongoing social and community planning process the partnership with Southern NSW Local Health District and other health agencies and providers should be further developed to monitor the key indicators and provide feedback on current and emerging child health issues.

This research can assist Upper Lachlan target and develop assistance to improve the level of service and programs for at risk children. To do this effectively the monitoring and communication of key issues needs to occur.

Child-care services are key social infrastructure for the well-being and identification of issues for at risk or higher needs children in the Upper Lachlan community, and are also critical to attracting and retaining new population settlement. These services can assist children to develop important social skills, and assist in preparing children for formal education beginning at five years of age.

To enable appropriate levels of service for younger age groups and families in the area, child care must also be able to cater for outside of school hours care options to enable working parents to be actively employed care and early learning to be fostered.

Services and Infrastructure

Child Care

Upper Lachlan has a number of child care facilities across the local government area including:

- informal day care,
- Playgroup,
- Pre-School (including a mobile pre-school service) and

Long day care has been the focus of some community effort, particularly in Gunning, where the need for these services has been identified and residents have been actively pursuing this possibility.

Pre-school children in the Taralga and surrounding area have been serviced by a privately operated Long Day Care Centre and previously the Crookwell Mobile Children's Service. The Crookwell Mobile Children Service has not operated in Taralga since approximately 2007.

Crookwell Neighbourhood Centre Inc provides the Crookwell Mobile Pre-School Service weekly at Collector, Bigga and Rye Park, the Crookwell Mobile Long Day Care service weekly at Bigga, Laggan, Collector and Rye Park.

Crookwell Neighbourhood Centre Inc. is funded to provide Pre-School and Long Day Care to rural and remote areas and can include children from other local government areas. The Service is mobile and will move to an area if the service is required or cease a service if it is not longer viable.

Previous issues with services in Gunning have progressed with both pre-school and out of school hours care options now available. Ongoing consultation and monitoring of demand and supply of places across the Shire is required, particularly as they respond to either growth or decline.

Children's Health

State and Federal Government, often with the assistance of local services, have provided a number of programs that have covered issues raised in the previous plan. The continued promotion of risks of sun protection and skin cancers has been prevalent with many schools and child care facilities now actively taking part in sun protection programs and providing suitable sun-safe areas for children. The Federal schools infrastructure-funding program was utilised by many schools to provide such areas.

This issue will continue to be a challenge particularly promoting appropriate sun protection and infrastructure in public spaces, and at sporting and community events.

The Shire continues to work in a partnership with the NSW Cancer Council assisting with staff issues as well as resources for the general public. Smoking and skin (sun) care are two of the programs included in the agreement.

The ongoing promotion of the benefits of breastfeeding and oral health and early intervention by NSW and Federal Government has provided some traction in the community, however the access to, and retention of, dental and GP services in rural and regional NSW has become a growing issue and has been identified by peak bodies such as the Rural Doctors Association of Australia (Health of Australians Living in Rural & Remote Communities 2012).

Childhood obesity continues to emerge as a significant issue for communities across Australia with AIHW research finding around one-fifth (22%) of children were estimated to be either overweight or obese (17% overweight but not obese, 6% obese). The ongoing health and lifestyle problems that may emerge from being overweight are a significant cost to the community, and opportunities to promote healthy eating and exercise could be investigated.

The issue of a lack of coordination and communication between children's services providers has been raised in the previous 2007-12 Plan as well as in a study into human services in the former Crookwell Shire (Twyford Consulting, 2003a). This continues to be a challenge, and may reflect an overall need for great coordination and communication between social service providers, not just those for children. This issue will be further exacerbated if Council achieves greater levels of growth and development in the Shire.

The reliance on traditional recreation opportunities was again raised in consultation as an issue for both children and youth in the area. Whilst the level of sporting facilities and facilities associated with schools and playgroups, and play areas provided by Council appear to be adequate, alternative activities are also desired. These may include creative and artistic activities for children and young people, non-traditional recreation, such as skate and climbing facilities, and outreach access to facilities and entertainment in nearby major centres.

Some of the key issues for children in the Upper Lachlan area are seen as:

- Access to cultural and artistic pursuits and entertainment in the local area;
- Need for child services planning to anticipate changes in the local area and to improve coordination and communication;
- Improving education, awareness and action for childhood health issues such as obesity, dental health and early intervention;
- Increased awareness of existing services and options in childcare and other children's programs. In this regard, Crookwell Neighbourhood Centre Inc, SDN Children's Services and Crookwell Early Learning have had combined training sessions to assist all services with cost and keeping up with legal requirements.



Current Progress and Future Priority Areas – Children

2007-12 Actions

- Work with key stakeholders to increase the range of day care options across the Upper Lachlan Shire.
- Support initiatives/activities that encourage the participation of families and children in community life.
- Increase sun protection measures across the Shire.
- Support Southern NSW Local Health District (SLHD) to develop and deliver programs that address child health issues.

Progress

- ✓ Good progress has occurred in the sun protection and awareness, with Council, schools and childcare centres adopting proactive sun care measures and infrastructure
- ✓ Day care options have been developing with examples such as Gunning pre-school offering out of hours care, and Crookwell Neighbourhood Centre Inc. operating services such Mobile Long-Day Care and Mobile Pre-School.

2013-2018 Actions

Including:

- There is a need to improve the communication, between agencies and providers, of data that will help identify at risk children and issues that are affecting them; health, care, education etc
- Continue to work with key stakeholders to increase the range of day care options across the Upper Lachlan Shire, and ensure that they are responsive to population change.
- Identify and support initiatives/activities that encourage the participation of families and children in community life.
- Support SLHD and other agencies and provider to develop and deliver programs that address children's needs.
- Investigate and implement collaborative opportunities to promote healthy lifestyles and physical activity to reduce the occurrence of weight and obesity issues.
- Funding sought for Skate Parks in Crookwell and Gunning - Completed.
- Youth Week Funding – Youth Mental Health and other youth issues.

Young People

Related Demographics – Young People

At the time of the 2011 Census there were:

- 458 persons aged 15-19 years; and
- 247 persons aged 20-24 years

Those aged 15-19 years represented 6.4% of the population in the Shire (same as the NSW average) whilst those in the 20-24 years bracket represented 3.4%, (3.1% lower than the NSW average).

Whilst there has been relative stability in the percentages within these age groups over the last census period, there has been decline in subsequent age brackets that would indicate population movement out of the area. In terms of education in 2011, 85% of the number aged 12-17 were at High School.

Discussion of Key Issues and Social Infrastructure

The health and wellbeing of young people not only affects their immediate quality of life and productivity but also shapes the future health of the whole population and, in a broader social sense, the health of society (Eckersley 2008).

Tackling health and wellbeing issues when they occur in adolescence is socially and economically more effective than dealing with enduring problems in adulthood. Many of the attitudes and behaviour, and even the illnesses that largely determine adult health and wellbeing have their origins in childhood, adolescence and early adulthood.

The benefits of investing in young people flow through to the entire population, with outcomes as diverse as greater productivity, lower burden of disease, stronger families, and safer and more connected communities (AIHW 2011 Young Australia; Their Health & Well-being). National research has shown many positive improvements in the health and well-being of Australian youth overall, however those youth in lower socio-economic conditions, rural and remote areas and of Aboriginal or Torres Strait Islander backgrounds are identified at higher risk.

Generally young people living outside of capital cities and other major urban population centres encounter a number of challenges that are not normally part of the everyday experience of young people living in metropolitan areas. These include access to suitable and appropriate health and welfare services, education/ training, paid employment, economic stability and recreational opportunities [Davies, L., Jukes, J., Hodges, C., & Crosby, J. (2002)]. *Rural life of us: Young people and workers with young people*. Youth in Upper Lachlan can exhibit some of these issues like:

- Limited career and further education opportunities in the local area;
- Lack of transport options and reliance on private vehicles;
- Real and perceived isolation issues;
- Access to entertainment & other recreational opportunities;
- Access to communication technology;
- Mental health;
- Social isolation and bullying;
- Risky behaviour and substance abuse; and

- Lack of places to meet and have access to entertainment.

Services and Infrastructure

There is a relatively good supply of more traditional sporting and recreational opportunities within Upper Lachlan however, access to other recreation and entertainment often means travel is required. This is also the case for further education and work opportunities for younger people.

Like many rural areas there is a focus on meeting places and situations where alcohol is available. The need to encourage alternatives for youth interaction outside these environments is something the Upper Lachlan community can further build on through events and fostering improved facilities management and promotion, such as participation at school based alternatives or the like.

The Crookwell Neighbourhood Centre Inc. and others have also undertaken supported and supervised trips to entertainment outside the Shire, which may provide young people with other alternatives. The Mended works with school children and provides a positive contribution to the community through the construction of street furniture and providing an important social network between the aged and youth.

Whilst there are a number of health and counseling services available through the Goulburn and Crookwell Community Health Services mental health and high risk behaviours in the youth population are compounded by the fact that regional and rural young people experience more restricted access to health services. This can be because of fewer rural and remote general practitioners; less choice of medical services, limited privacy when it comes to accessing health and psychological support services, lower rates of bulk billing and less access to medical specialists and major hospitals.

Improved promotion of services in schools and other youth meeting areas would improve access and perception of services in the area, as well as highlight other options that may be available in the broader area. Through working with local schools and other youth services in the promotion of local and regional services, online information and outreach or phone services, this would also potentially improve the levels of service for youth.

There are no tertiary education institutions (TAFE, private colleges or universities) offering continuing education or training located within the Shire. Students need to study out of the immediate area, however, in 2011 there were 317 tertiary students studying in the Upper Lachlan area (173 at TAFE, 117 at university, 27 at other tertiary institutions).

Education and employment opportunities for local young people are essential to encourage them to stay locally, but also to return following study out of the region.

Access to career and education counseling is at present provided primarily as a responsibility of individual schools. However a partnership approach may provide critical mass to encourage linkages with educational institutions and employers that may improve options for young people. The involvement of local employers in career talks may also promote local opportunities.

Likewise, using access to regional and rural focused TAFE and University courses with a rural or regional focus may encourage more young people to look at future options in the Shire. Building on Council's role in Youth Week and other events would also assist in building networks for further consultation and awareness of needs and issues in the community.

Current Progress and Future Priority Areas

2007-2012 Actions

- Explore initiatives that encourage and enable young people to participate in community life and build their capacity to develop programs that address the needs of their peers.
- Increase opportunities for recreation for young people.
- Explore opportunities to increase education options for young people including TAFE.
- In partnership with SLHD, develop community development and health promotion approaches that target the needs of young people.
- Investigate feasibility of a heated indoor swimming pool, including setup and ongoing costs and possible funding opportunities.

Progress

- ✓ A number of alternative entertainment and recreation activities have been fostered in the community including supported trips to recreation activities outside the Shire.
- ✓ Heated Pool feasibility study completed.

2013-2018 Actions

Including:

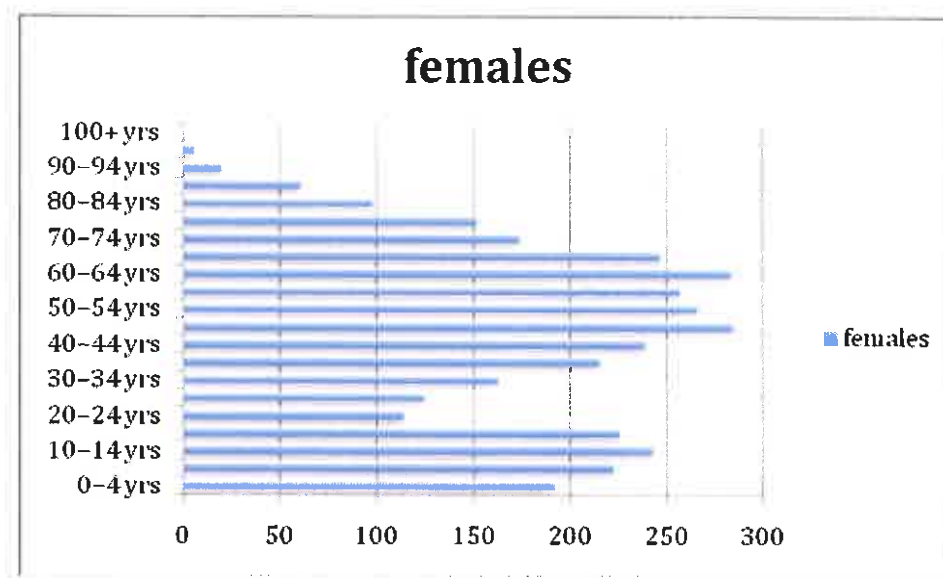
- Continue to explore initiatives that encourage and enable young people to participate in community life and build their capacity to develop programs that address the needs of their peers.
- Examine alternative recreation activities for young people in consultation with schools and youth groups.
- Explore opportunities to provide information and mentoring on career and education paths for young people, including options within the Shire.
- In partnership with Southern NSW Local Health District and other agencies and service providers, schools etc., develop community development and health promotion approaches that target the needs of young people.
- Funding sought for Skate Parks in Crookwell and Gunning - Completed.

Women

Related Demographics – Women

At the time of the 2011 Census there were 3,589 women in Upper Lachlan (as compared to 3604 men) with an average age of 46 years. Whilst there are slightly more males overall, the ratio of women to men increases in the older age groups (80 plus).

The following graph shows the age distribution for women in Upper Lachlan at the 2011 Census.



Discussion of Key Issues and Social Infrastructure

The research of National Rural Women's Coalition provides support to a number of issues that have been raised by women in the Upper Lachlan area. The identification of common themes both locally and across other rural and regional areas in Australia is assisting in the development of National and NSW programs, however there is still significant scope for localised infrastructure, services and programs to improve the well-being of women in the Shire.

The Coalition has identified a number of issues that are relevant to Upper Lachlan including:

- Improved access and support for further education and returning to the workforce;
- Improved access to health services including maternity support, antenatal and postnatal services;
- Transport alternatives and improved public transport to regional facilities and services;
- Support services and emergency housing or support for domestic violence;
- Family support services

Rural regions, drought and social isolation are associated with increased levels of domestic violence (SAHS, 2003). Issues of confidentiality, finances, social isolation and limited access to transport can impact on the assistance sought and the choices made by women experiencing violence in regional areas.

National and state documents on women's health highlight five key issues impacting on women. These include reducing the prevalence of depression, domestic violence and smoking in women, as well as increasing levels of physical activity and improving maternal and infant health (NSW Health, 2000), Women's Health Outcomes Framework (NSW Health, 2002a), Physical activity and smoking are also identified in GSAHS Health Development priorities (GSAHS, 2006).

To meet the needs of women in the local district Southern NSW Local Health District supports the provision of outreach clinical services and health promotion initiatives by the Women's Health Nurse. Services are provided on an as needed/requested basis. The type and level of service provided is regularly reviewed. These activities are further supported by health promotion activities undertaken by the Southern NSW Local Health District.

Current Progress and Future Priority Areas

2007- 2012 Actions

- Investigate the availability of transport options with specific reference to women.
- In partnership with SLHD and other key stakeholders, develop community development/ health promotion approaches that target the needs of women

2013-2018 Actions

Including:

- Continue to investigate the availability of transport options with specific reference to women.
- In partnership with Southern NSW Local Health District and other key stakeholders, develop community development/ health promotion approaches that target the needs of women.

Progress

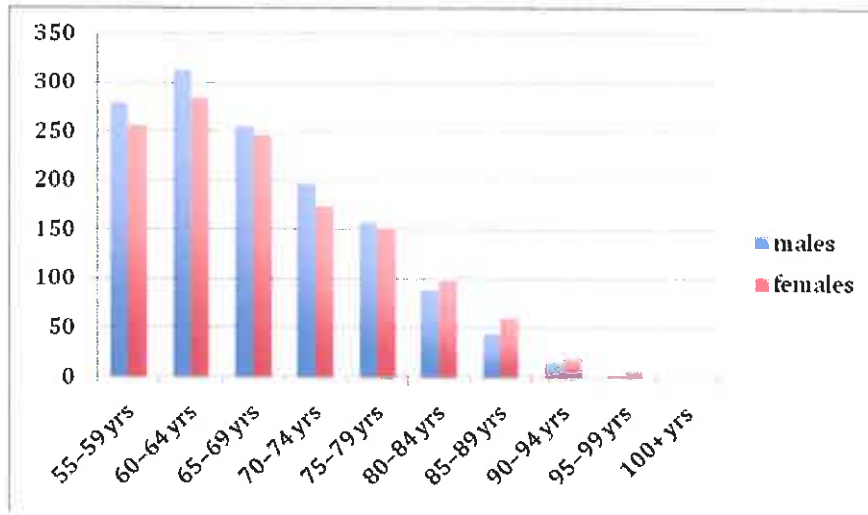
- Continued financial Council support for International Women's Day.

Older people

Related Demographics – Older People (55+)

At the 2011 Census there were 2652 persons over the age of 55 in Upper Lachlan Shire, comprising of 1354 males and 1298 females. This represents approximately 37% of the total population in the Shire.

The age and sex distribution is shown in the following diagram:



The percentage of persons compared to overall population in the Shire was greater than the NSW State average across all groups up to 90 years of age. The 60 through to 79 years brackets all were significantly higher than the State average as is shown below:

Age Bracket	Persons	% ULSC	% NSW	Difference to NSW
55-59 yrs	538	7.50%	6.10%	1.4% more
60-64 yrs	596	8.30%	5.60%	2.7% more
65-69 yrs	503	7.00%	4.40%	2.6% more
70-74 yrs	370	5.10%	3.40%	1.7% more
75-79 yrs	310	4.30%	2.70%	1.6% more
80-84 yrs	186	2.60%	2.20%	0.4% more
85-89 yrs	106	1.50%	1.40%	0.1% more
90-94 yrs	34	0.50%	0.50%	same
95-99 yrs	9	0.10%	0.10%	same
100+ yrs	0	0.00%	0.00%	same

Source: ABS 2011 Census

The population structure and characteristics for Upper Lachlan suggest that the proportion of older people living in the Shire will continue to grow, particularly if development activity or capacity to attract new young or middle aged residents declines or remains relatively low.

Discussion of Key Issues and Social Infrastructure

In recognition of the higher than NSW state average of older people living in the Shire Council has also prepared an Ageing Strategy. Ageing is about developing age-friendly communities, which create opportunities for older people to live active and fulfilling lives now and into the future. The Ageing Strategy has been developed to respond to the significant ageing of our local and broader community.

Older people make significant contributions to the local community. There are a myriad of community groups across the region which continue to operate due to the involvement and support of older residents. In 2002, a survey of older people found that one in five people (20%) responding to the older people's survey reported doing volunteer work for an organisation (NSW Health, 1999). Community meetings have raised a number of issues around volunteering, including finding and involving new people and those with a different range of skills, training opportunities, insurance and valuing volunteers. Many residents in different sites commented that while there is a long list of ways to be involved in the community there was only a limited 'pool of volunteers' from which to draw from.

Social isolation, depression and need for activities for older people were consistently raised as significant issues through community consultation in 2006. This feedback is consistent with the finding of reports written with community input several years ago (Twyford, 2003, Twyford, 2003a).

Transport was one of the main themes to emerge from community consultation and was often raised in the first instance as an issue for older people. Access to transport is important to access health, medical and other essential services and also to allow people to participate socially in their community. The cost of petrol and no access to a car were often given as a frequent barrier to personal travel. Other issues including no longer holding valid licences and travelling long distances, were given as barriers to the use of personal transport and unsuitable timetabling of community transport. It is important to consider both immediate and longer term solutions to transportation issues as the problem is likely to increase as the population ages. Acknowledgement of the new aged care facility proposal and recently commenced private facilities were made.

Current Progress and Future Priority Areas

2007-2012 Actions

- Develop approaches that support community groups and volunteers and increase recreation options for older people.
- Investigate options for an increase in transport availability.
- Work with key stakeholders to address the needs of the ageing population.
- Assist with the provision of services for older people.
- Develop approaches that support volunteers.
- Investigate feasibility of a heated indoor swimming pool, including setup and ongoing costs and possible funding opportunities.

2013-2018 Actions

Including:

- Develop and implement an Ageing Strategy for Upper Lachlan, and pursue advocacy and/or assistance for the community and Council to secure grant funding for the development and funding of initiatives for the ageing population.

Progress

- ✓ Completion of Ageing Strategy with ongoing funding support from Council.
- ✓ Heated Pool feasibility study completed.

People with Disabilities

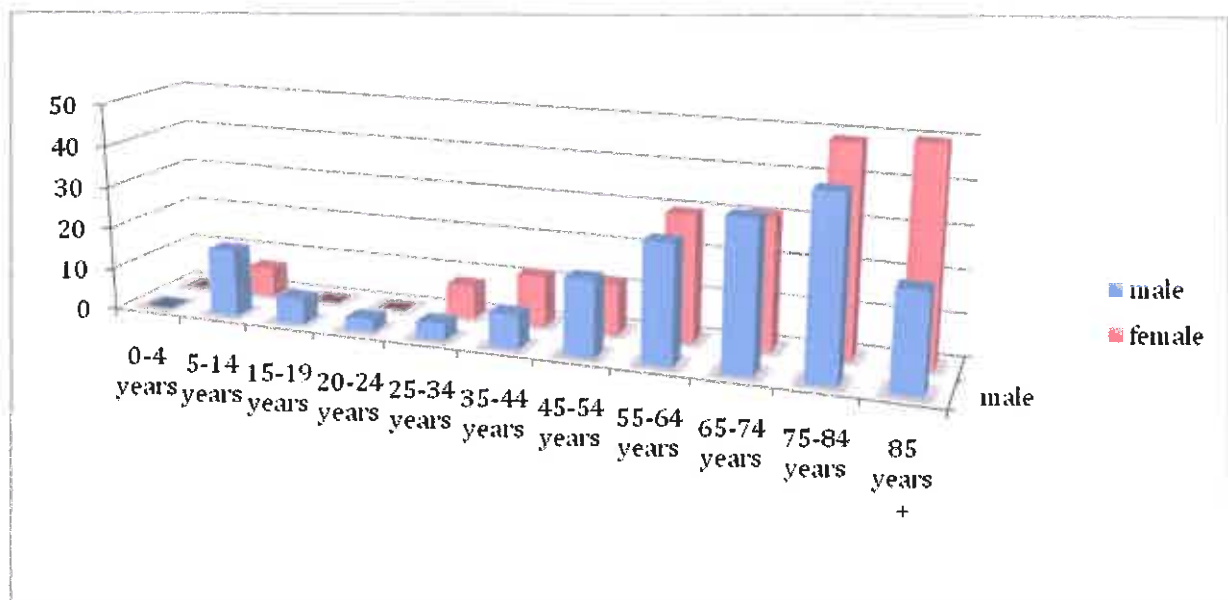
Related Demographics – People with Disabilities

At the time of the 2011 Census there was a total of 5.6% of the total population who identified as requiring assistance because of a disability. It should be noted that anecdotal evidence suggests that this figure may fail to recognise others with a disability in the community. Others may fail to identify as having a disability in the Census counts due to privacy, perception and failure to recognise that certain conditions would be considered as a disability including chronic debilitating health issues, in addition to having a disability but answering that they “do not require care” as per the ABS Census question.

The rate however for Upper Lachlan was 0.4% higher than the NSW State average and equates to approximately one in eighteen persons with a disability.

The age relationship for disability is also quite emphasised with those with severe disability less than 3% for age groups under 40, 20% at ages 75-84 and rising to approximately 50% at 85 plus age groups.

Need for Care (Disability) – Upper Lachlan 2011 by Age and Sex



Discussion of Key Issues and Social Infrastructure

A person with a disability is covered by the *NSW Disability Services Act 1993* if the disability is:

...Attributable to an intellectual, psychiatric, sensory, physical or like impairment/s; and is permanent; and results in significantly reduced capacity in one or more major life activities such as communication, learning, mobility, decision-making or self-care; and has a need for support.

However, the disability sector encompasses a broad range of conditions and needs, including children and adults with intellectual and developmental disabilities, people with acquired disabilities, and irreversible physical injuries. Allied-health professionals (therapists etc.) in the disability sector work within government and funded or charitable non-government agencies, schools, communities, and private practice.

Whilst the Census give us some idea of those seeking assistance, research by NSW Department of Family and Community Services - Ageing, Disability and Home Care, 2011, shows that two of every three people with a disability required some type of assistance. This has implications for both the health system and also home carers.

One key issue for Upper Lachlan is that the life expectancy of people with lifelong disabilities, including intellectual disabilities, which has increased significantly in recent years and it is projected that the numbers living to old age will continue to grow. An ageing population will likely compound this and potentially increase demand for disability services by older age groups.

The move away from residential (institutional) care has also shifted a significant care burden onto families and friends. Further, many support services are limited to children and/or adolescents and adults with lifelong disabilities can face considerable difficulties in accessing support for training and employment and regular health care (Adults with Disabilities and Ageing Carers – School of Health UNE – 2011)

As such both older and younger people with disabilities living in their homes needed the most assistance with property management and health care due to disability or ageing. Other common areas of need were transport, housework, mobility and self-care. Disability support services are available across the Shire from a range of providers. The Aged Care Assessment Team (ACAT) assesses need and services required for older people and provide referrals to other services. Assistance with household duties, personal care and respite is available through Baptist Community Services, Home Care, Anglicare, with in home nursing services accessible through the Department of Veterans Affairs and SLHD. The Crookwell Neighbourhood Centre Inc operates an In-Home Emergency Respite for Carers Program that may include people with a disability.

The Upper Lachlan Access Committee has been working towards improving access to services for all people, in particular, people with disabilities, however their are key issues for the community that will require ongoing attention, including:

- Servicing those with disabilities in more remote areas, and transport to regional centres for specialist care,
- Programs for education and employment for those with disabilities,
- In-home care assistance,
- Respite for carers,

- Advocacy to regional and NSW Government and other service providers, and
- Continued support for the Council's Access Committee.

Current Progress and Future Priority Areas

2007- 2012 Actions

- Develop approaches that support people with disabilities.
- Improve public facilities for people with disabilities

Progress

- ✓ Council has successfully operated an Access Committee over the past planning period that has provided information and input into planning and development and infrastructure matters, as well as advocacy for those with access and disability issues.
- ✓ Crookwell Neighbourhood Centre Inc. operates an In-Home Emergency Respite for Carers Program which has been running for a considerable period.

2013-2018 Actions

Including:

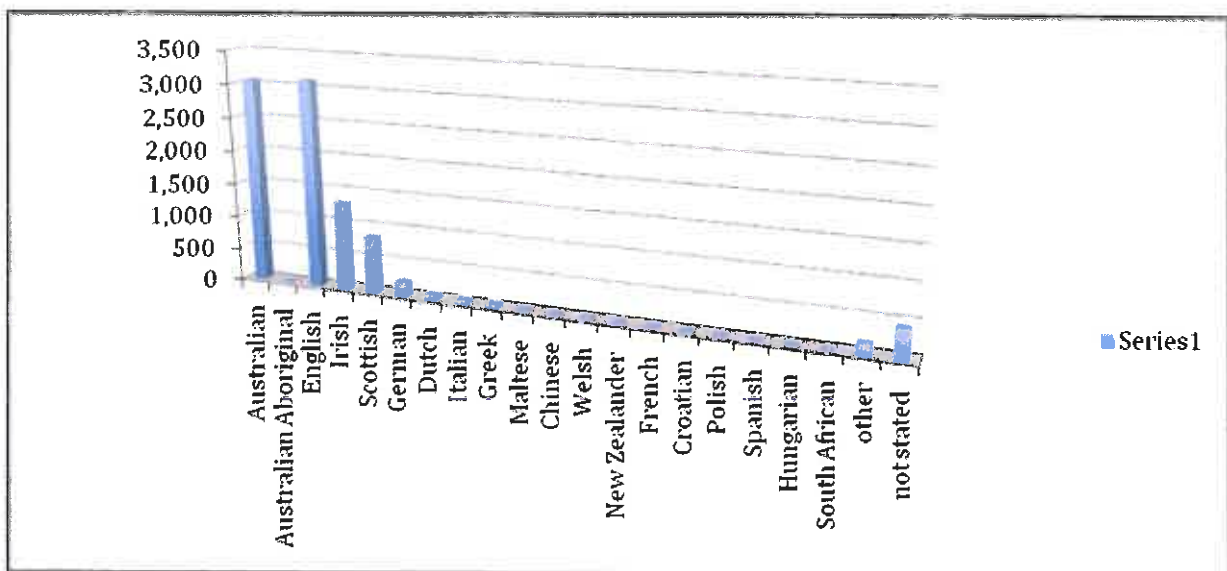
- Programs for education and employment for those with disabilities,
- Respite for Carers (Crookwell Neighbourhood Centre Inc. operates an In-Home Emergency Respite for Carers Program),
- Advocacy to regional and NSW Government and other service providers, and
- Continued support for the Council's Access Committee
- Conceptual development of a Disability Action Plan.

People from Culturally and Linguistically Diverse Backgrounds

Related Demographics – Culture & Linguistic Diversity

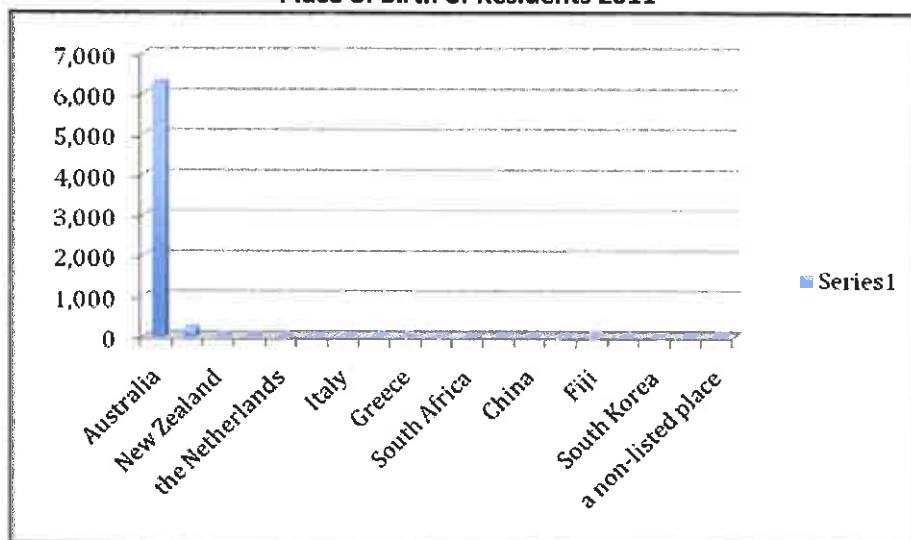
The following graphs show a comparison of peoples identified ancestry and then actual place of birth according to the results of the 2011 ABS Census. As can be seen by numbers, the amount of residents who identify as either non-Australian ancestry or indeed by non-Australian birthplace is relatively low, almost 88% of Upper Lachlan Shire residents were born in Australia.

Identified Ancestry of Residents 2011



Source: 2011 ABS Census

Place of Birth of Residents 2011



Source: 2011 ABS Census

In Upper Lachlan Shire, 94% of residents spoke English at home in Upper Lachlan Shire in 2011, which was not very different from 2006, and 22% more than in NSW.

Likewise the actual numbers of residents that speak another language at home was low, with about 2% of residents saying they spoke another language at home (20% fewer than in NSW), speaking at least 13 different languages. 4% did not say what they spoke.

The main non-English languages spoken here, and the number and proportion of residents speaking them, were:

- Hungarian – 28 speakers, or 0.4% of residents;
- Greek – 19 speakers or 0.3%;
- Dutch – 11 speakers or 0.2%;
- Italian – 11 speakers or 0.2%;
- SE Asian languages – 10 speakers or 0.1

Discussion of Key Issues and Social Infrastructure

Whilst there are relatively few people who speak languages or have their origins from another Country, there are a number of issues that Upper Lachlan Shire may need to consider, such as

- Council continuing to support programs and initiatives that encourage tolerance, acceptance and diversity;
- Council and the community examine options to promote the appreciation of cultural diversity, including arts and music from other Countries;
- Build on the identified ancestry of residents in cultural events in the Shire; and
- Consider the changes and implications and opportunities as the Shire develops and new residents move to the area.

Current Progress and Future Priority Areas

2007- 2012 Actions

- Increase awareness of other cultures.
- Encourage inclusiveness in community activities.

2013-2018 Actions

Including:

- Increase awareness of other cultures.
- Encourage inclusiveness in community activities.
- Promote the area to potential new residents

- Examine opportunities for hosting cultural events, building on the changing demographics in the broader region and nationally.

Aboriginal and Torres Strait Islander People

Related Demographics – Aboriginal & Torres Strait Islanders

At the time of the 2011 Census, Upper Lachlan Shire had 122 Indigenous residents, with 118 identifying Aboriginal origins; 3 identified Torres Strait Islander (TSI) origins. This constituted an increase of approximately 23% on numbers in 2006, but is consistent with a rise in those identifying as Aboriginal or Torres Strait Islander across Australia (approx. 25%)

Indigenous people constituted 1.7% of the residents, compared with 2.5% of NSW, with the average age of indigenous residents was about 29 years in the Shire compared to 43 years for non-Indigenous residents.

“The age structure of the Indigenous population is very different from the non-indigenous community; due to higher mortality rates at most ages and higher birth rates. Young people form a larger share of the Indigenous population, and people over 65 are much less common than among non-Indigenous people. The Indigenous population here is small and atypical” (Upper Lachlan Shire Community Portrait 2012).

Discussion of Key Issues and Social Infrastructure

The Wiradjuri tribe is the traditional owners of the land in the Upper Lachlan Shire area. The Wiradjuri nation is one of the largest of all indigenous nations, extending from Mudgee, Bathurst and Oberon, to Young, Cowra, Cootamundra and Wagga Wagga. The nation extends north to Griffith, Coonabarrabran, Lake Cargelligo, Parkes and Dubbo. Local Aboriginal Land Councils within the ULSC area include:

- Pejar Local Aboriginal Land Council (Goulburn)
- Cowra Local Aboriginal Land Council (Cowra)
- Onerwal Local Aboriginal Land Council (Yass)

State wide, Aboriginal and Torres Strait Islander peoples comprise approximately 2% of the population (CHO, 2004). Data from the Commonwealth Government suggests that there are 128 indigenous persons living in the Upper Lachlan Shire Council area, which represents a level significantly lower than the state average. Larger populations are recorded in neighbouring Goulburn Mulwaree Council (571), Yass Valley Council (259) and Wingecarribee Council (620) (Commonwealth of Australia, 2001).

Spiritual and cultural issues, together with social issues including low employment, substance abuse, housing, domestic violence and education are major issues impacting on the health and wellbeing of Aboriginal people.

The impact of chronic disease on the lives of Indigenous people is also a significant issue. Chronic diseases are the major causes of death and disability among Aboriginal people with one in every four Aboriginal deaths related to cardiovascular disease. Aboriginal people are also between 8-10 times more likely to die from this disease than other Australians. Indigenous people are 4 to 5 times more likely to be hospitalised for diabetes, twice as likely to be hospitalised for heart disease and stroke and 3 to 5 times more likely to be hospitalised for chronic respiratory diseases than non-Indigenous people in NSW. Indigenous people have

higher smoking rates than non-Indigenous people and are more likely to report drinking alcohol at levels that are risky for health (CHO, 2004).

Current Progress and Future Priority Areas

2007-2012 Actions

- Respecting Aboriginal people and culture in community activities.
- Work in partnership with other services to achieve better outcomes for Aboriginal and Torres Strait Islander people.
- Determine ways that current services may be targeted to address the needs of the Indigenous community.

2013-2018 Actions

Including:

- Respecting Aboriginal people and culture in community activities.
- Work in partnership with other services to achieve better outcomes for Aboriginal and Torres Strait Islander people.
- Determine ways that current services may be targeted to address the needs of the Indigenous community.

Men

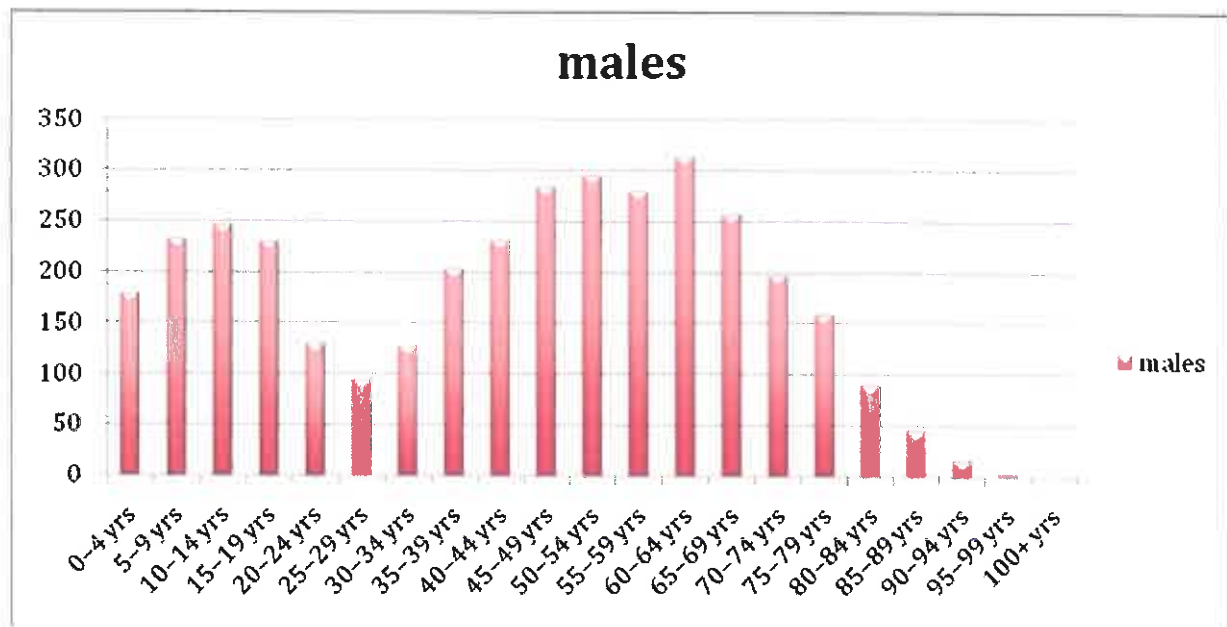
Although not required by social planning legislation, men have been included as a target group in this Social and Community Plan because men in the Upper Lachlan Shire deal with a range of issues specific to their gender and play an important role in our region.

Related Demographics – Men

At the time of the 2011 Census there were 3604 men in Upper Lachlan (as compared to 3589 women) with an average age of 44 years. There are slightly more males overall, but the ratio of men to women decreases in the older age groups (80 plus).

The following graph shows the age distribution for men in Upper Lachlan at the 2011 Census.

Upper Lachlan Males by Age – 2011 Census



Source: ABS Census - 2011

Discussion of Key Issues and Social Infrastructure

Men in rural regions of Australia may face distinct health issues because of their location, work and lifestyle. This report provides a snapshot of some of these issues and compares the illness and mortality of men in rural and urban areas. Overall, men in rural areas are more likely than their urban counterparts to experience chronic health conditions and risk factors. For example, are more likely to report daily smoking and risky drinking behaviour, are less likely to possess an adequate level of health literacy, have higher mortality rates from injury, cardiovascular disease and diabetes (AIHW 2012).

Men's health continues to be a significant issue in Upper Lachlan. Men have lower life expectancies than women, are more likely to smoke, drink at 'at risk' levels and consume inadequate fruit and vegetables. Men are also more likely to be overweight, be diagnosed with diabetes, melanoma, oral cancer, HIV/AIDS and die from cardiovascular disease, lung cancer, injuries and poisoning, motor vehicle accidents and suicide than women (CHO, 2004).

In community consultations held to help inform the Social and Community Plan, issues facing men in the region that were raised consistently across the Shire included men being reluctant to talk about issues or concerns, confusion about support services available for men on the land and the impact the ongoing drought is having on men (see section on Mental Health and Wellbeing and 'Our farming community').

Communication of local events through the Council newsletter 'The Voice', The Gunning Lions Newsletter, and on noticeboards in suitable locations in villages across the Shire provides improved communication of events occurring in local areas

Current Progress and Future Priority Areas

2007-2012 Actions

- Promote community development activities which target men.
- Increase promotion of existing support services for men more widely.
- Investigate opportunities to build on existing services and activities for men.
- Involvement in programs like 'Back a Bushie' and 'Community Cares', 'Beyond Blue' to ensure open communication of issues relevant to the community.
- Support cancer awareness campaigns such as "Movember", prostate cancer awareness campaigns and screening options. SLHD and ULSC to pursue.
- Investigate SLHD/NSW Health capabilities into the above programs to match successful women's breast screening program.

2013-2018 Actions

- Promote community development activities which target men.
- Investigate opportunities to build on existing services and activities for men and increase promotion of these services
- Involvement in community programs to ensure open communication of issues relevant to the community.
- Support cancer awareness campaigns such as "Movember", prostate cancer and other health capability awareness campaigns and screening through SLHD and ULSC.

Progress

- ✓ Council support in the development of the new Crookwell Men's Shed.

Community Issue: Mental Health and Wellbeing

Mental health and wellbeing is inextricably linked with the physical health of all groups within the community. Physical health cannot exist unless one's mental health is also in shape. Our mental wellbeing not only impacts on our emotions, thoughts and behaviour, but it can also affect us physically, through cramps and pains, loss or increase in appetite, indigestion, headaches and increased heart rate.

Stress is a significant factor in the development of mental illness and is associated with unfavourable outcomes for some health conditions. The prevalence of psychological distress between the years 1997-2004 in NSW was reported to be 11.8% for males and 14.6% for females, compared with 8.8% for males and 14.9% for females in the Greater Southern region. However, ten year trend data suggest that the amount of psychological distress among males and females in the Southern NSW Local Health District is increasing. Although present in everyday life, stress becomes a concern when it starts to impact on daily activities or when someone feels unable to deal with it. Left untreated it can lead to a range of significant physical and mental health problems.

Although it varies for different individuals, consultation with service providers and the community indicated that some of the major stressors for residents included the drought, anxiety about decisions of staying on the land or selling, employment and further education prospects for youth.

The Shire has a low-density populace, dispersed over a large geographical area. This presents challenges for service providers in delivering services to those in need, and also to residents who may be isolated both socially and geographically from larger centres. The limited range of public transport options is likely to compound the problem.

In the past, there has been significant stigma attached to mental health problems and services. Although local service providers report that this is reducing, the sensitivities of the community in accessing these services and assistance should be considered when developing programs.

Despite recent changes in modes of practice and accessibility of services (such as the Better Access to Mental Health Care initiative), the incidence of psychological and mental health problems managed by GPs still decreases significantly outside the major capital cities. Both presentation for treatment and use of services for mental health issues are lower in rural areas, with those suffering from mental difficulties facing more barriers to help-seeking than in the city. These include poor availability and accessibility of services as well as a number of characteristics specific to rural communities such as lack of choice of health providers, high workloads of available GPs, geographic distance, and lack of knowledge about, and negative view of, mental health problems by those living in rural areas and amongst their social networks.

Volunteer work can improve volunteers' mental health and can lead to improved access to psychological and social resources. Programs currently running provide volunteer opportunities for those living with a mental condition. Volunteering also presents a compensation effect for those with depressive symptoms as people with depression sometimes look to volunteering as a way to help their mental health.

Current Progress and Future Priority Areas

- Develop community development/health promotion activities, which target mental health and wellbeing. Participate in 'Beyond Blue' and similar programs.
- Increase promotion of existing mental health services more widely.

- Investigate opportunities to build on existing services.
- Investigate opportunities for increasing volunteer participation in community organisations



Community Issue: Our Rural and Farming Community

Although not required in Social and Community Plan reporting guidelines, Council and the community felt it important have 'Our rural and farming community' included as its own group in this Plan because of the importance in the Shire.

The onset of stressful events in the farming world is often gradual. For example, with prolonged drought the stress does not happen instantly, as with other disasters such as fires, and thus disaster responses are not put in place in the same way.

Most farm families respond to stress by making changes in business and household. They often:

- Reduce spending on food, clothing, health, social life, education
- Start to use up any savings
- Seek off farm income
- Relocate family members
- Increase use of credit/borrowing
- Seek government assistance (RIRD, 2002).

Although most people will go through acute stress and manage with courage and strength, it is often later that the longer-term problems of the stress start to show. Chronic stress really harms your health. These stresses can lead to a loss of self-esteem through losing a sense of control over aspects of life and often result in increases in depression and anxiety. Chronic stress can lead to poor decision-making about financial and family matters, the breakdown of effective communication and sometimes family relationships, poor physical health and unhealthy lifestyle behaviours such as increased alcohol, tobacco and drug consumption (illicit and prescription). Stressful times often lead to withdrawal from social and community activity as people cannot afford the time to be away from the farm nor the money to spend on petrol to go to town or spend on activities.

Many farmers said that the current governmental legislative requirements and commodity prices for their produce being low also contribute to increased financial and emotional stress as they attempted to juggle these competing priorities and challenges. A key factor was the cost and time it takes to do all the required training to keep up with these requirements.

A previous survey of isolated residents in the Shire (source: Crookwell Neighbourhood Centre Inc. 2013) identified a range of issues that need to be addressed, including:

- Education in the areas of gun regulations and safety, weed control, chemical handling and storage, and payroll and business management.
- Physical Health need for a "Wellness clinic" to all villages and improved access to health related services.

- Mental Health addressing isolation of rural properties, mobile phone coverage, technology gap, safety and security and improved access to health related services.
- Nutrition Meals on Wheels do not go out to remote areas, distance and cost to have access food requirements.
- Financial extra travel costs of tradespersons/professionals to remote areas, Ageing population of permanent residents who cannot afford to continue to live where they are nor want to move into town, Assets reduce their ability to get financial assistance from government departments.

Current Progress and Future Priority Areas

Priority areas for action:

- Address impact of drought on health and wellbeing.
- Enhance links to financial, agricultural and business support/advice agencies.
- Build on the contacts and relationships formed from the 'Community Cares' nights at Crookwell, Laggan, Taralga and Binda in 2006.

Community Issue: Transport and Connectivity

Transport in the Shire is predominately by private motor vehicles, with ownership rates of motor cars in Upper Lachlan in 2011 averaging 2.06 vehicles per household, which equates to 29% higher than the NSW average. In 2011, 3.5% of households said they did not have a vehicle which is almost 7% lower than NSW averages.

These figures are significant because there are no other public transport services in the Shire and no taxi service, so those without private transportation are less able to access important services.

Both the cost and limited availability of transport to health services were consistently raised as issues affecting the local community's access to services. This was particularly noted for aged and chronically ill residents who require care or hospitalisation in other towns and for families with no vehicles wishing to access out of school activities. Access to transport also affects a person's ability to connect with their community socially, which in itself is an important factor in community wellbeing. The community has also identified a need to promote transport options to residents, with the potential to create a transport advocacy group in partnership with local government to improve access to services for Upper Lachlan Shire residents.

Health related transport

Emergency transport for medical emergencies is provided through the Ambulance Service. There are four permanent ambulance officers in Crookwell, they provide 24 hours, 7 day a week service to the Upper Lachlan Shire boundary. In addition, the Southern Local Health District provides the Transport for Health Program, which provides non-emergency health related transport for people who are ill or injured that are not eligible for transport services by ambulance, and for those whom traditional public or private transport is not available. There are also a number of hospital vehicles that are able to assist in transporting people to and from the Activity Centre and other health related activities.

While SLHD budget makes allowances for emergency transport there is an acknowledgement that non-urgent transport is a community concern. This issue requires agency collaboration to develop strategies that broaden the range and choice of affordable transport options for the frail elderly and chronically ill population and those without access to private transport of their own.

Community transport

Community transport is available for people identified through the HACC program or the Community Transport program (CTP). HACC targets all frail aged people, people with a permanent and functional disability and the carers of these groups. CTP targets groups who are rurally and socially isolated and spare seating is available to people outside the target groups at commercial rates

A wheelchair accessible bus is available fortnightly from Taralga and Crookwell to Goulburn and weekly from Gunning. Weekly wheelchair accessible services are available from the Crookwell service for Tuena, Bigga, Binda and Grabben Gullen.

Car transport is available for specialist medical appointments in Goulburn, Canberra, Bowral and Sydney areas for people identified within the HACC or CTP programs target groups.

Intersectoral collaboration is needed in order to develop strategies that broaden the range and choice of affordable transport options for the most vulnerable members of the Upper Lachlan Shire community that do not have access to private transport.

Communication

Another issue raised during consultation was communication, both within the individual communities across the Shire, but also between Council and the community at large.

Residents indicated that although there were generally lots of activities and groups in villages and townships, there was uncertainty about when and where different things were happening. Residents who had recently moved into the Shire raised this as a significant issue.

Current Progress and Future Priority Areas

Priority areas for action:

- Explore options to increase types and availability of transport.
- Encourage use of current community and other transport services.
- Examine community and volunteer transport options.
- Identify any target groups experiencing transport connectivity problems, particularly accessing regional services.

Increase opportunities for effective communication across the Shire.

- Investigate opportunities to promote cohesion across the Shire.
- Investigate options to address insurance issues.
- Continue lobbying relevant Ministers and Authorities regarding telecommunication services.

Potential for Additional Community Issues Assessment

Note: Other potential areas for development of community issues component of the Plan:

- Volunteering
- Communication, Coordination & Promotion
- Support for local General Practitioners
- Community Safety – Towns and Villages

Questions for Community Consultation/Ongoing Monitoring

- What are the key issues for Upper Lachlan's social and community well being?
- What are the key gaps in services or facilities?
- What do we do well for the community in Upper Lachlan?
- What services or facilities work well?
- Are issues different for different parts of the Shire? Why?
- What can be done to improve things?
- Can you suggest particular services or facilities or programs for:
 - Children
 - Youth
 - Aged
 - Women
 - Men
 - Aboriginal and Torres Strait islanders
 - General health
 - Coordination,
 - Access and transport
- Who should be involved and what partnerships can you suggest to achieve outcomes ?

Action Plan – Social and Community Plan 2013-2018

Priority Area: Children

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
ULSC support the annual small school sports day	ULSC	July 2013-2018	Ongoing
Community parks and play facilities across the Shire be maintained	ULSC	Ongoing	Ongoing
The ULSC build on and maintain the community directory on their website	ULSC	Ongoing	Ongoing
Support SLHD to explore viability of Child and Family centre for visiting services – to include child development unit with the potential to attract a pediatrician to the town.	SLHD ULSC local child care centres, care providers	July 2013-2018	Ongoing
Support the child and family support network within the Upper Lachlan LGA.	SLHD, ULSC, local child care centres, care providers	July 2013-2018	Ongoing
Network meetings with SDN, Country Kids and all other Children Services within LGA to pool resources for training, regulations and new government legislation	Crookwell Neighbourhood Centre Inc. and Agencies/ULSC	July 2013-2018	Ongoing

Social and Community Plan 2013 – 2018 Action Plan

Priority Area: Young People

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
Explore funding avenues for the implementation of youth capacity building programs	SLHD, ULSC, Y'Mad, CNC Inc	July 2013-2018	Complying - Ongoing
Establish Youth Council with representation from across the Shire	ULSC, Local Schools (primary and high school)	July 2013-2018	Ongoing
Investigate the feasibility of a heated therapeutic indoor swimming pool for Crookwell, including setup and ongoing costs and possible funding opportunities.	ULSC	Completed	Completed Feb 2014

Priority Area: Women

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
Support agencies in any investigations into existing service gaps and opportunities for health services, including rural outreach services (health, mental health etc.) and viability of Child and Family centre for visiting services	SLHD, ULSC	July 2013-2018	Ongoing

Social and Community Plan 2013 – 2018 Action Plan

Priority Area: Older People

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
Work with key stakeholders to plan appropriately for the needs of the ageing population	SLHD, ULSC	July 2013-2018	Ongoing
Investigate the feasibility of a heated therapeutic indoor swimming pool for Crookwell, including setup and ongoing costs and possible funding opportunities.	ULSC	Completed	Completed Feb 2014
Encourage participation by older people as volunteers in particular programs - as peer educators	ULSC & Community Groups	July 2013-2018	Ongoing
Support agencies in any investigations into existing service gaps and opportunities for health services, including rural outreach services (health, mental health etc.) and viability of Child and Family centre for visiting services	ULSC, SLHD, Community Groups	July 2013-2018	Ongoing

Priority Area: People with Disabilities

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
ULSC continue to support the Crookwell Access Committee	ULSC	Ongoing	Ongoing
Disability services conduct shire wide promotion of services and assistance available	ULSC, SLHD	July 2013-2018	Ongoing

Social and Community Plan 2013 – 2018 Action Plan

Priority Area: Aboriginal and Torres Strait Islander People

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
In local tourist maps, include any indigenous sites of significance with commentary.	ULSC, LALC	July 2013-2018	Ongoing
Support development of partnerships between relevant authorities	SLHD, ULSC, LALC	July 2013-2018	Ongoing
Encourage service providers and key stakeholders to consult with the Aboriginal Community	SLHD, ULSC, LALC	July 2013-2018	Ongoing

Priority Area: People from Culturally and Linguistically Diverse backgrounds

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
Support activities raising awareness of other cultures across the Shire	ULSC	July 2013-2018	Ongoing
Encourage inclusiveness in community activities	ULSC	July 2013-2018	Ongoing
Encourage different cultural groups to share their culture at key community events	ULSC	July 2013-2018	Ongoing

Social and Community Plan 2013 – 2018 Action Plan

Support arts and cultural activities across the shire and support localities to seek funding to host events	ULSC	July 2013-2018	Ongoing
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Priority Area: Men

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
Support agencies in investigation options for counselling services specifically for men	ULSC	July 2013-2018	Ongoing
Support and promote cancer awareness campaigns and screenings	SLHD, ULSC	July 2013-2018	Ongoing
Building relationships with the relevant Chamber of Commerce, Government agencies, Community groups to support and enhance community based support programs and activities	ULSC, Chamber of Commerce, Community Groups,	July 2013-2018	Ongoing

Priority Area: Rural Community

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
Support relevant agencies and programs in the rural sector – Rural Support Program Assistance Guide, drought support and natural disaster.	DPI/SLHD	July 2013-2014	Completed
Directory of support services available in the region be updated and distributed in Council newsletter and on the website	ULSC	July 2013-2018	Ongoing

Social and Community Plan 2013 – 2018 Action Plan

Priority Area: Transport & Connectivity

Key Action or Deliverable	Lead Agency & Partners	Target Delivery Date & Priority	Status & Monitoring Comments
Advertising of services in local papers, 'The Voice', local notice boards, service group newsletters, Council website	ULSC	July 2013-2018	Ongoing
Commitment to building on existing community services and infrastructure such as the Community Centre, and increased awareness and promotion by Council of the work that is being done in the community.	ULSC	July 2013-2018	Ongoing



Disability Inclusion Action Plan

2017 – 2020

Original Plan adopted by Council 15 June 2017 Minute No. 161/17
Effective 15 June 2017

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Message from the Mayor

It is with pleasure that I present Upper Lachlan Shire Council's Disability Inclusion Action Plan 2017-2020.

Council is working towards creating a Shire provides equal opportunity for people with disability, their carers and families to use and enjoy the public spaces and opportunities our Shire has to offer.

The Plan demonstrates Council's commitment to improving the quality of our services, facilities, systems and programs over a four year period. I would like to thank the community members, service providers and Council staff who participated in the consultation process which helped shape and inform the Plan.



A handwritten signature in black ink, appearing to read "B W McCormack".

**Councillor Brian McCormack OAM
Mayor**



A handwritten signature in black ink, appearing to read "J K Bell".

**John K Bell
General Manager**

Acknowledgement of Country

Upper Lachlan Shire Council would like to acknowledge the Traditional Custodians of this Land. Council would also like to pay respect to the Elders past and present, of the Wiradjuri Nation, and extend that respect to other Aboriginals present.

Background

In August 2014 the NSW Disability Inclusion Act 2014 was passed and requires Council to develop a Disability Inclusion Action Plan to help remove barriers and enable people with a disability to participate fully in their communities.

Council's vision is for an inclusive and welcoming community where all residents and visitors enjoy a secure and friendly environment. Council's Disability Inclusion Action Plan will aim to provide better access to Council information, services and facilities ensuring people with disabilities can fully participate in their community.

This Plan was developed through consultation which included community, service provider and Council staff surveys.

The plan was endorsed for public exhibition at the 20 April 2017 Ordinary Council meeting.

The Plan was formally adopted at the 15 June 2017 Ordinary Council meeting and takes effect from this date.

Legislation and Policy

International

The United Nations Convention on the Rights of Persons with Disabilities



Source: Disability Inclusion Action Planning Guidelines Local Government

The United Nations Convention on the Rights of Persons with Disabilities (UNCRPD) protects the rights of all people with a disability around the world. Australia was one of the first countries to sign the Convention when it was ratified in 2008. The convention acknowledges that people with disability have the same human rights as those without disability. This commits participating governments to ensure these rights can be exercised and that barriers are removed. The UNCRPD supports the social model of disability. This recognises that attitudes, practices and structures are disabling and can create barriers to people with disability from enjoying economic participation, social inclusion and equality which are not an inevitable outcome of their disability.

The Convention is guided by the following principles:

- respect for inherent dignity, individual autonomy including the freedom to make one's own choices and independence of persons;
- non-discrimination;
- full and effective participation and inclusion in society;
- respect for difference and acceptance of persons with disabilities as part of human diversity and humanity;
- equality of opportunity;
- accessibility;
- equality between men and women;
- respect for the evolving capacities of children with disabilities and respect for the right of children with disabilities to preserve their identities.

National

National Disability Strategy 2010-2020

The National Disability Strategy 2010-2020 (developed in partnership by the Commonwealth, State, Territory and Local Governments) sets out a national plan for improving life for Australians with disability, their families and carers, to support the commitment made to the UNCRPD.

National Disability Insurance Scheme

The National Disability Insurance Scheme (NDIS) is a major reform that will deliver a national system of disability support focused on the individual needs and choices of people with disability. The NDIS gives participants more choice and control over how, when and where supports are provided.

State

The *Disability Inclusion Act 2014 (NSW)* provides the legislative framework to guide state and local government disability inclusion and access planning. The Act supports people with disabilities to access:

- the same human rights as other members of the community and that governments and communities have a responsibility to facilitate the exercise of those rights;
- independence and social and economic inclusion within the community; and
- choice and control in the pursuit of their goals and the planning and delivery of their supports and services.

In meeting the requirements under the Act for disability inclusion and access planning, Council must:

- (a) Specify how it will incorporate the UN human rights disability principles into its dealings with matters relating to people with disabilities.
- (b) Include strategies to support people with disabilities, for example, strategies to:
 - i. provide access to buildings, events and facilities
 - ii. provide access to information
 - iii. accommodate the specific needs of people with disabilities
 - iv. support employment of people with disabilities
 - v. encourage and create opportunities for people with disabilities to access services and activities
- (c) Include details of its consultation about the plan with people with disabilities and
- (d) Explain how the plan supports the goals of the State Disability Inclusion Plan, (that is, strategies that support the four key DIAP areas).

The Act requires NSW government departments, local councils and some other public authorities to develop and implement a Disability Inclusion Action Plan. The plan must be consistent with the State Disability Inclusion Plan and include strategies to increase access and participation.

Local

The Tablelands Regional Community Strategic Plan 2016-2036 was created by the community and provides a long term vision for the Shire. The Tablelands Regional Community Strategic Plan informs Council's Delivery Program and Operational Plan, which set out Council's role in achieving the community's vision. Other Council plans and documents relevant to the Disability Inclusion Action Plan include:

- Delivery Program
- Operational Plan
- Workforce Plan
- Long-Term Financial Plan
- Infrastructure Plan
- Social and Community Plan
- Ageing Strategy
- Community Engagement Strategy and Communications Plan
- Tourism Strategic Plan
- Cultural Plan
- Upper Lachlan Local Environmental Plan 2010
- Climate Change Adaption Strategy
- Equal Employment Opportunity Plan
- Information Technology Strategic Plan
- Business Continuity Plan

Development of the Disability Inclusion Action Plan is supported by the Delivery Program aspirations as follows:

- A built environment enhancing the lifestyle of a diverse community
- Community liaison to preserve and enhance community facilities
- People attaining health and wellbeing
- Resilient and adaptable communities

Other legislation and standards informing Council's work

- Commonwealth Disability Discrimination Act 1992
- Commonwealth Disability (Access to Premises-Buildings) Standards 2010
- NSW Anti-Discrimination Act 1977
- Carers Recognition Act 2012
- Local Government Act 1993 and Local Government (General) Regulation 2005

Community Profile

The *Disability Inclusion Act 2014* (DIA) defines disability as:

“The long-term physical, mental, intellectual or sensory impairment which in interaction with various barriers may hinder the full and effective participation in society on an equal basis with others.”

The regional city of Goulburn, in neighbouring Goulburn-Mulwaree LGA had a population of 21,484 in 2011 (ABS 2012c). It is located 44 kilometres (33 minutes) from Crookwell. Taralga is approximately the same distance to Goulburn. Canberra city is approximately a 1.5 hour drive, 112 kilometres from Crookwell (Google Maps, 2016).

The population (‘preliminary estimate’) of the Upper Lachlan Local Government Area (LGA) in June 2015 was 7,876 (ABS 2016). The population of the LGA at the 2011 Census was 7,193 (ABS 2012a). Table 1 below shows the population of each of the urban areas, and the remaining rural area, at that time.

Table 1: Population, Upper Lachlan LGA, 2011

Geographic area*	Total population	Proportion of total population of LGA
Crookwell	2,014	28%
Gunning	483	7%
Dalton	107	1%
Taralga	284	4%
Remaining rural areas of the LGA	4,305	60%
Upper Lachlan LGA	7,193	

Note: * the geographic areas used for each of the towns are the ABS 2011 Census geographic areas of ‘Urban Centre/Locality’. This classification is the closest approximation of the generally accepted ‘built up urban area’ of each location. Unfortunately the Shire’s other built up areas of Bigga, Binda, Collector, Grabben Gullen, Laggan, and Tuena do not have their own separate urban classifications in the Census. Data for these areas in the Census includes not just the built up area but also the surrounding rural areas.

Source: Australian Bureau of Statistics 2011 Census of Population and Housing Basic Community Profiles Table B01

In 2011, 40% of the population resided in four ‘urban’ areas of the LGA (Crookwell, Gunning, Dalton and Taralga) with the remaining 60% living in the ‘rural’ areas, although these ‘rural’ areas also included the villages of Bigga, Binda, Collector, Grabben Gullen, Laggan, and Tuena. The reason for the urban classification of only some areas is given in the Note to Table 1.

The first results from the 2016 Census are due to be released in mid 2017.

People living with a disability

In NSW, there are over 1.3 million people living with disability. Disability may be acquired at birth or early in life, or may be the result of accident, illness or injury throughout life. Disability rates increase substantially as people age, with close to 40% of people having some form of disability by the time they are 70 years old. People experience a range of impacts due to disability, with over 6% of the population experiencing profound or severe disability. (NSW Government, 2015)

The 2011 Census identified that there were 382 people in the ULSC LGA who had 'need for assistance with core activities' (ABS, 2012a). This Census variable "measures the number of people with a *profound or severe disability*. People with a profound or severe disability are defined as those people needing help or assistance in one or more of the three core activity areas of self-care, mobility and communication, because of a disability, long term health condition (lasting six months or more) or old age". (ABS, 2011).

Of those 382 people with a profound or severe disability in the LGA in 2011:

- 183 were male
- 199 were female
- 159 (or 42%) resided in the Crookwell urban area
- 23 (or 6%) resided in the Gunning urban area
- 6 (or 2%) resided in the Dalton urban area
- 31 (or 8%) resided in the Taralga urban area
- 163 (or 43%) resided in the remaining rural areas of the LGA (ABS, 2012b)

The percentage of people needing assistance as a proportion of the total population in the ULSC LGA in 2011 was 5.3%. In comparison, the proportion in the region (Goulburn-Yass Statistical Area 3) was 5.5% and NSW 4.9% (ABS, 2012a). Goulburn-Yass Statistical Area 3 includes the LGAs of Upper Lachlan, Goulburn-Mulwaree, Boorowa, Young, Harden and Yass Valley.

In addition, there were 313 people in ULSC LGA in 2011 who did not state whether or not they 'needed assistance', so it is possible that the actual number and proportion of people with a profound or severe disability is higher than that stated above (ABS 2012a).

In comparison, in 2006, there were 324 people needing assistance in the ULSC LGA of a total population of 7,054 (4.6%), with an additional 393 people not stating whether or not they needed assistance (ABS, 2007).

Details of the total number of people with a disability – including those with a moderate or mild disability – are not available from the Census. Data modelled by the Public Health Information Development Unit (PHIDU, 2015) estimated that there were 838 people aged 18 years and over in the ULSC LGA in 2010 with profound/severe/moderate/mild core activity restriction. This number would presumably include the people counted above in the 2011 Census.

(PHIDU 2015, using data compiled by PHIDU based on modelled estimates from the 2010 General Social Survey, ABS (unpublished); and the ABS Estimated Resident Population, 30 June 2010).

Note: these modelled estimates do not represent data collected in administrative or other data sets. As such, they should be used with caution, and treated as indicative of the likely social dimensions present in an area.

Age

Table 2 below shows the number of people requiring assistance with core activities by age group in the LGA, and in the urban areas, in 2011.

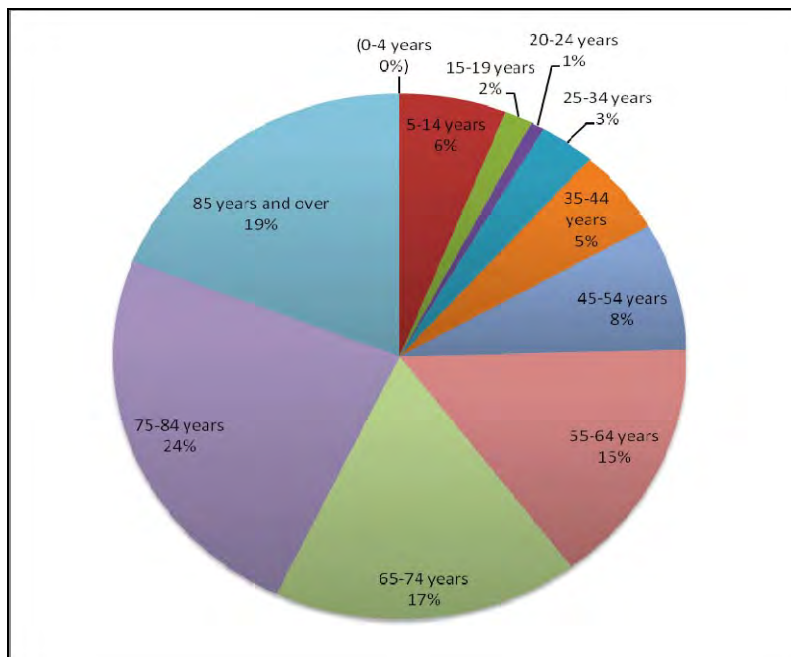
Table 2: Need for assistance with core activities by age, 2011

Age	Number of people needing assistance with core activities				
	Crookwell	Gunning	Dalton	Taralga	ULSC LGA
0-4 years	0	0	0	0	0
5-14 years	9	0	0	0	23
15-19 years	0	3	0	0	6
20-24 years	3	0	0	0	3
25-34 years	3	0	0	0	12
35-44 years	4	0	0	0	20
45-54 years	8	3	3	0	30
55-64 years	24	6	0	0	58
65-74 years	27	8	0	9	66
75-84 years	41	3	0	10	91
85 years and over	40	0	3	12	73
Total people needing assistance	159	23	6	31	382
Total population	2,014	483	107	284	7,194

Source: ABS Census of Population and Housing 2011, Basic Community Profile Table B18

The following graph is extracted from Table 2 and shows the *proportions* of people needing assistance with core activities in the various age groups in the ULSC LGA in 2011.

Figure 1: ULSC LGA: Age groups of people needing assistance with core activities, 2011



Income

Data from the Australian Government shows the following recipients of Department of Social Security payments in the December 2015 quarter in the ULSC LGA (*Australian Government Department of Social Services 2016a*):

- Disability Support Pension – 269
- Carer Allowance – 209
- Carer Allowance (Child Health Care Card only) – less than 20
- Carer Payment – 79
- Commonwealth Seniors Health Card – 201
- Age Pension – 1,062
- Pensioner Concession Card – 1,523

Notes: The following are descriptions of each of the allowances listed above:

- Disability Support Pension - Financial support for people who have a physical, intellectual or psychiatric condition that stops them from working or people who are permanently blind
- Carer Allowance - is a fortnightly income supplement for parents or carers providing additional daily care and attention to an adult or dependent child with disability or a medical condition, or to someone who is frail aged. Carer Allowance is not income and assets tested, is not taxable and can be paid in addition to wages, Carer Payment or any other income support payment.
- Carer Payment - provides financial support to people who are unable to work in substantial paid employment because they provide full time daily care to someone with severe disability or medical condition, or to someone who is frail aged.
- Commonwealth Seniors Health Card - assists eligible people who have reached the qualifying age for Age Pension with certain health and prescription costs
- Age Pension – designed to provide income support to older Australians who need it, while encouraging pensioners to maximise their overall incomes. The Age Pension is paid to people who meet age and residency requirements, subject to a means test.
- Pensioner Concession Card - assists pensioners and selected benefit recipients with certain living costs by allowing access to specific goods and services at a concessional rate. (Australian Government Department of Social Services 2016b).

In the 2011 Census, 295 people with a 'need for assistance for core activities' stated their weekly personal income. Of the 5,080 people without a 'need for assistance with core activities' stated their income. A comparison of the percentages in each income bracket is given in Table 3 below.

Table 3: Weekly personal income, ULSC LGA, 2011

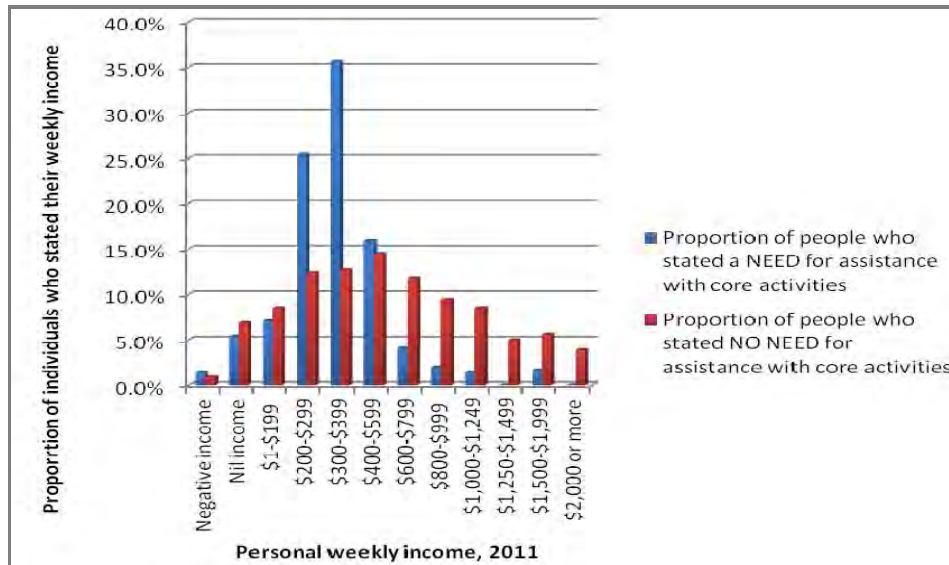
Weekly personal income, 2011	Proportion of people who stated a need for assistance with core activities	Proportion of people who stated no need for assistance with core activities
Negative income	1.4%	0.9%
Nil income	5.4%	6.9%
\$1-\$199 (\$1-\$10,399)	7.1%	8.5%
\$200-\$299 (\$10,400-\$15,599)	25.4%	12.4%
\$300-\$399 (\$15,600-\$20,799)	35.6%	12.7%
\$400-\$599 (\$20,800-\$31,199)	15.9%	14.5%
\$600-\$799 (\$31,200-\$41,599)	4.1%	11.8%
\$800-\$999 (\$41,600-\$51,999)	2.0%	9.4%
\$1,000-\$1,249 (\$52,000-\$64,999)	1.4%	8.5%
\$1,250-\$1,499 (\$65,000-\$77,999)	0.0%	5.0%
\$1,500-\$1,999 (\$78,000-\$103,999)	1.7%	5.6%
\$2,000 or more (\$104,000 or more)	0.0%	3.9%
Total number of individuals with income stated	295	5,080

Source: ABS Census of Population and Housing 2011, Tablebuilder

Table 3 shows the discrepancy between in income levels between people who do and do not require assistance with core activities. While only 9 % of people requiring assistance had a weekly personal income of \$600 or more, 44 % of people *not* requiring assistance had an income of this level or higher.

The following graph (extract of Table 3) highlights the discrepancy in the spread of incomes between people with and people without a need for assistance in ULSC LGA in 2011.

Figure 2: ULSC LGA Personal weekly income by need for assistance with core activities 2011



Living Arrangements

In ULSC LGA in 2011, of the 378 people with a profound or severe disability (needing core assistance), there were 310 people living in the community; and 68 living in long-term accommodation (ie long-term residential accommodation in aged care facility, accommodation for the retired or aged (not self-contained), hostels for the disabled and psychiatric hospitals).

Of the 155 people (41%) aged 0 to 64 years with a profound or severe disability, in 2011 there were 148 people living in the community; and 7 people living in long-term accommodation.

Of the 223 people (59%) aged 65 years and over with a profound or severe disability in 2011 there were 162 people living in the community; and 61 living in long-term accommodation (PHIDU, 2015)

People living in long-term accommodation are likely to be living in the following facilities:

- Taralga
 - Sunset Lodge (23 bed aged care facility with high and low care) and Self care units
- Crookwell
 - Viewhaven Lodge (45 beds – principally high care)
 - Self care units
 - Clifton Village (Uniting Care)
 - Nura Village (private aged housing)
- Gunning
 - Self care units (Lions Club)

Carers

A carer is anyone who provides informal care and support to a family member or friend who has a disability, mental illness, drug or alcohol dependency, chronic condition, terminal illness or who is frail. There are approximately 2.7 million carers in Australia, of whom more than 857,000 live in NSW ⁽¹⁾.

While not all people with disability have a carer, informal care is the main source of support for people with disability ⁽²⁾. The majority (81%) of people with disability who require assistance are supported by a carer, as defined above. People with disability who need help with self-care, mobility or communication are particularly likely (91%) to receive support from a carer.⁽³⁾

(Carers NSW, 2014) citing:

1. Australian Bureau of Statistics (2014), Disability, Ageing and Carers, Australia: Summary of Findings, 2012, Catalogue no. 4430.0, Carer tables, Table 36.
2. Productivity Commission (2011), Disability Care and Support, Report no. 54, Productivity Commission, Canberra, page 704.
3. ABS (2014), Disability, Ageing and Carers, Australia: Summary of Findings, 2012, Disability tables, Table 15

In the ULSC LGA in 2011, there were 792 people aged 15 years and over providing assistance to persons with a disability, which was 13.5% of the population over 15 years of age. This compares with the following percentages for the region and NSW:

- Goulburn-Yass Statistical Area 3 – 12.5%
- NSW – 11.4% (ABS, 2012c)

Notes: The 'Assistance to persons with a disability (unpaid)' variable records people who, in the two weeks prior to the 2011 Census Night, spent time providing unpaid care, help or assistance to family members or others because of a disability, a long-term illness (lasting six months or more) and/or problems related to older age. The data excludes the 8.5% of persons aged 15 years and over whose unpaid assistance to persons with a disability was not stated (the proportion excluded was calculated based on the Australian data). (PHIDU, 2015)

In addition, there were 448 people in the LGA in 2011 who did not state whether or not they 'provided assistance', so it is possible that the actual number and proportion of carers in the LGA is higher than that stated. (ABS, 2012b)

Indigenous status

At the 2011 Census, 121 people, or 1.7% of the total population of the ULSC LGA identified as indigenous, compared with 2.6% in Goulburn-Yass Statistical Area 3, and 2.5% across NSW (ABS, 2012c).

In 2011, only 7 people who identified as indigenous in the LGA stated that they had a 'need for assistance with core activities' (ABS, 2012b).

Of the 792 people over 15 years 'providing assistance to people with a disability' in the LGA in 2011, 16 people (2%) identified as indigenous. (ABS, 2012b)

English proficiency

Of the 382 people 'needing assistance with core activities' in the ULSC LGA in 2011, negligible numbers spoke English 'not at all' or 'not very well' (there were not enough people in this category to provide any meaningful statistic). (ABS, 2012b). It is possible that there are people in this category but who did not answer the Census question as to whether they needed assistance.

Education

In 2011, the following number of people 'needing assistance with core activities' residing in the Upper Lachlan LGA attended the following educational institutions (not necessarily located in the LGA):

- Pre-school – 0
- Infants/Primary – Government – 13
- Infants/Primary – Catholic – 4
- Infants/Primary - Other Non Government – 0
- Secondary – Government – 7
- Secondary – Catholic or non-government – 0
- Technical or Further Educational Institution (including TAFE Colleges) – 3
- University or other Tertiary Institution – 0

Employment

Table 4 below shows the employment status of people in the ULSC LGA in 2011 who needed assistance with core activities.

Table 4: Need for assistance with core activities by employment status, Upper Lachlan LGA, 2011

Employment status	No of people who need assistance with core activities
Employed, worked full-time	13
Employed, worked part-time	17
Employed, away from work	7
Unemployed, looking for full-time work	0
Unemployed, looking for part-time work	3
<i>Proportion of labour force unemployed</i>	7.5%
TOTAL LABOUR FORCE	40
Not in the labour force	306
<i>Proportion of people not in the labour force</i>	88.4%
Total	346

Notes: Count of people 15 years and over, some cells in this table were randomly adjusted in the Census data output to avoid the release of confidential data. No reliance should be placed on small cells.

Source: ABS Census of Population and Housing 2011, Tablebuilder

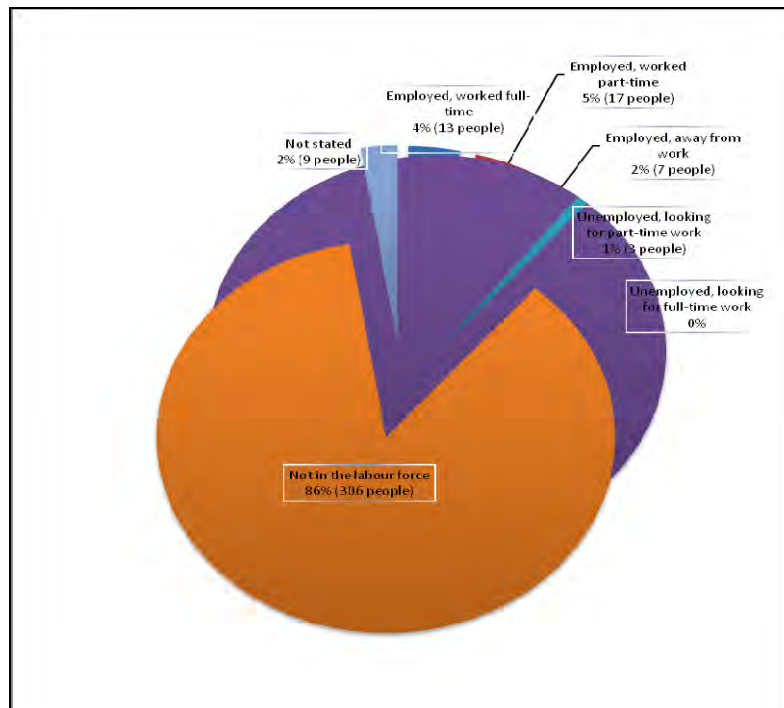
Table 4 shows that of people over 15 years in the LGA who needed assistance with core activities in 2011:

- 37 people were employed, the majority part-time
- Three people were unemployed and looking for part-time work
- Almost 90% were not in the labour force (even though they were over 15 and were eligible to be, if they were not enrolled in education – see further explanation below)

There were an additional 9 people who required assistance with core activities in the LGA who did not state their employment status.

Figure 3 is extracted from Table 4 and shows the employment status of people in the Upper Lachlan LGA in 2011 who needed assistance with core activities.

Figure 3: ULSC LGA – employment status of people over 15 who require assistance with core activities, 2011



Similar 2011 data was extracted for Crookwell, but because of the small number of respondents, the ABS randomly adjusts the Census data output to avoid the release of confidential data, therefore making meaningful analysis of Crookwell data impossible.

To put the employment numbers in the LGA in perspective, the total number of people in the labour force residing in the ULSC LGA at 2011 was 3,582, and the 40 people with a profound or severe disability represent 1.1% of that total number.

The most common reasons for being 'not in the labour force' in Australia are attending an educational institution, being retired or voluntarily inactive, having a long term health condition or disability, or performing home duties (ABS, 2014).

The data above only provides information about people with a profound or severe disability. The following is information about services supporting the LGA:

- Community Gateway was a case management service, which is now Service Co-ordination. Their role is to support people to develop and implement their NDIS plan once it has been approved. This assists with people having a choice of whoever they like for services and activities as we are independent of the other services in the region
- Endeavour industries, Goulburn – currently employ 4 people from ULSC LGA

- Essential Employment and Training now has an office in Crookwell. They offer a day program and will be expanding services as people have their National Disability Insurance Scheme assessments and plans approved. They also do supported employment and transition to work programs with school leavers.
- Upper Lachlan Interagency operates out of Crookwell Hospital and it is a combination of services, both Government and Non-Government Organisation who provide support in the Upper Lachlan for Children, families, youth, aged, mental health, disabilities, transport, Allied Health.
- Upper Lachlan Community Care is the division of Crookwell/Taralga Aged Care that delivers community based services and services for people with a disability. This service compliments our residential aged care services.
- Upper Lachlan Shire Council Access Committee is currently being reviewed to provide improved service for the community.

Mobility Parking Spaces

The Roads and Maritime Services (RMS) has compiled data by Local Government Area on the number of Mobility Parking Spaces Upper Lachlan Shire. For the final quarter in 2016 the following permits were issued:

LGA	Total	MPS permit class		
		Individual	Organisation	Temporary
Upper Lachlan	449	423	16	10

The RMS data compiled by Postcode is not directly comparable to the Upper Lachlan as large locations outside the Shire (including Goulburn and Yass) share the same Postcode as some Upper Lachlan locations. The numbers of permit issued in Postcode 2583 are:

Postcode	Total	MPS permit class		
		Individual	Organisation	Temporary
2583	318	305	8	5

The Mobility Parking permit classes are defined as:

- Individual – Issued for a period of 5 years to eligible people with permanent disabilities affecting their mobility, who drive vehicles or who are passengers in vehicles
- Temporary – Issued for up to six months to eligible people with temporary disabilities affecting their mobility, who drive vehicles or who are passengers in vehicles
- Organisation – Issued to organisations that have been assessed by Roads and Maritime Services as meeting a genuine need to transport eligible people

Community Consultation

As part of this process Council sought feedback through Community, Upper Lachlan Shire Staff and Service Provider surveys. These surveys were available in both hard copy and electronic versions, able to be accessed on Council's website, in all Council Offices and Local Libraries and sent to relevant Service Providers and groups.

The following provides a Summary of the results of the Surveys.

Service Provider Survey responses

After making initial telephone and email contact to determine relevant Service Providers for the Shire the Survey was provided electronically with the Survey period from 14 November to 16 December 2016.

A total of 5 surveys were received.

1. Crookwell Hospital – Acute Care – State and Commonwealth funded
2. Upper Lachlan Community Care – NDIS and Aged Care provider – Commonwealth funded
3. Richmond Fellowship – Community Mental Health – Commonwealth funded
4. Gunning Community Care – Aged and Disability Home Care Services – State and Commonwealth funded and Voluntary Not for Profit
5. Valmar Support Service – Community Transport – State and Commonwealth funded

The following is a summary of survey responses:

Is the community is welcoming of people with disabilities ?

These comments are Service for the community not community (individuals) related.

- Accessibility to transport services a significant issue if disability support pension not available.
- Majority of businesses are accessible however certain businesses create problems for walkers and wheelchairs.
- Access to disabled toilets limited to key use in some areas.

Are Council's facilities accessible ?

- Limited access to disabled toilets – due to need for a key.
- Swimming pools – times to access pools is limited, earlier starts and later closing would benefit all.
- Some amenities are very small to be able to use wheelchairs /scooters.
- Footpaths and parking around the main streets not easy to navigate.

Employment programs

- Essential Employment and Training, with most not aware of any employment programs.

Access Committee

- Generally not aware of the Committee and that it was active.

Council information publications

- All Council information publications are considered accessible and The Voice is a very important publication.

Additional comments

- Extra consideration required for services in Gunning, Tuena, Taralga and Bigga.
- Request hydrotherapy pool in Crookwell.
- Access Committee to be more visible especially with NDIS as many people with a disability will have greater access to the community.
- Significant gap and burden for individuals, families and services supporting young people <16 with mental health. ILC funding set up alongside the NDIS designed to support communities who identify a gap. Set up to fund innovative initiatives.

Upper Lachlan Shire Staff Survey responses

This Survey was distributed to all staff and the Survey period was 14 November 2016 to 1 December 2016 with 33 surveys received and summarised as follows:

1	Age	63% – 36 to 55 years 19% – 56 to 65 years 16% – 26 to 35 years
2	Indoor or Outdoor worker	84% – Indoor 21% – Outdoor (some both)
3	Have a disability	91% – No 6% – Yes: Vision 6% – Yes: Hearing
4	Any problems that prevent members of the public with a disability accessing Council services	36% – Yes 64% – No
5	Awareness of relevant Council policy or procedures	35% – Yes 65% – No
6(1)	Level of awareness of people with vision disabilities	6% – Low 79% – Fair-Good 15% – Excellent
6(2)	Level of awareness of people with hearing disabilities	3% – Low 82% – Fair-Good 15% – Excellent
6(3)	Level of awareness of people with mobility disabilities	6% – Low 79% – Fair-Good 15% – Excellent
6(4)	Level of awareness of people with intellectual disabilities	6% – Low 67% – Fair-Good 9% – Excellent
7(1)	People with disabilities should be employed in special work environments	3% – Agree 85% – Disagree 12% – Unsure
7(2)	People with disabilities have same rights as others including the right to work	91% – Agree 3% – Disagree 6% – Unsure
7(3)	Most people with disabilities are better placed in regular workplaces rather than special training programs	67% – Agree 9% – Disagree 24% – Unsure
7(4)	Everyone benefits being part of a workplace that is inclusive of people with disabilities	85% – Agree 3% – Disagree 12% – Unsure
7(5)	Most people with a disability are unable to work	3% – Agree 91% – Disagree 6% – Unsure
7(6)	Comfortable if workplace/job changed because a co-workers is a person with a disability	70% – Agree 3% – Disagree 27% – Unsure

In regard to the following questions, additional comments were provided:

Q3. Does disability affect work ?

No

Q4. Any problems that prevent members of the public with a disability accessing Council services ?

- Administration office, front glass doors entry, cramped reception area.
- Access through front doors for wheelchair and walker users
- Some access to buildings and facilities
- People with vision impairment may not be able to view media releases/news items published on Council website or published in print media
- Ensuring website is accessible for those with a disability
- Toilet facilities
- Access to public areas, eg Council Chambers

Q5. Awareness of relevant Council policy or procedures ?

Staff cited Equal Employment Opportunity, Code of Conduct, Bullying and Harassment, MLAK facilities, Access in Planning, Disability Inclusion Action Act, Recruitment and Selection Policy, Access policy, Pedestrian Access Mobility Plan, Plan of Management.

Q8. Additional comments

- Have family members with a disability
- All workplaces can benefit from employing people with special needs.
- Depends on the level of disability.
- Unsure how I would feel until I know what changes would be made to my job.
- Working with someone with a disability is not an issue, losing job would be.
- People with a disability have the same rights as all other people, including the right to work.

Community DIAP Survey responses

The Community DIAP Survey was available online through Council's website and in print at all Council Administration Offices and Libraries (Crookwell, Gunning and Taralga). The Survey period was initially 24 November to 16 December 2016 and was then extended to 21 January 2017.

A total of 122 surveys were received (19 submitted online and 103 hard copy) and the following is a summary of those results:

1	Age	63% – aged over 65 years 17% – 55-64 years old
2	Gender	69% female and 31% male
3	Live in	80% reside in Crookwell, 7% in Gunning
4	Language	98% English
5	Carer or Person with a disability	28% – Carer 44% – Person with a disability 27% – Neither
6	Community welcoming of people with disabilities	43% – Yes 54% – No * * the No responses relate to access to buildings not to actual community members.
7	Council facilities accessible	45% – Yes 55% – No
8	Aware of employment initiatives	7% – Yes 88% – No
9	Aware of Council's Access Committee	28% – Yes 66% – No
10	Council information publications accessible	66% – Yes * 29% – No * overwhelming Yes for The Voice as a number of respondents do not use the internet.

In regard to the following questions, additional comments were provided:

Q6. Do you think ULSC community is welcoming of people with disabilities ?

- The responses to community attitude were positive with only one comment regarding attitudes, discrimination and lack of education.
- The majority of the comments relate to access to businesses and shops with some having good access and others having poor access with no ramps, poor wheelchair/pram access and too many steps.
- Disabled parking considered to be inadequately located and not enough spaces.
- Some footpath areas uneven and poor night lighting.
- Speed limit through Gunning Main Street too fast.
- Not aware of a fully fenced inclusive and accessible playground in the Shire.

Q7. Do you think ULSC facilities are accessible ?

- Disabled toilets required an access key which has a fee.
- Poor access to public toilets from the rear car park (Crookwell).
- Indoor heated pool required for retirees.
- Required improved maintenance of roadside gutters and footpaths.
- Access to Council admin office and Gunning Hall difficult.
- Insufficient and poorly located disabled parking spaces.
- Disabled access required for swimming pools.
- Change rooms/areas required for people with a disability at Council facilities.
- The majority of the comments relate to access to businesses and shops with some having good access and others having poor access with no ramps, poor wheelchair/pram access and too many steps.

Q8. Aware of any employment programs/initiatives in ULSC ?

- Of those that responded majority are aware of Essential Employment located in Crookwell.
- There were comments of discrimination in employment by Council of staff from outside the area and not employing someone with a disability.
- Also jobs in shops going to friends and relatives.

Q9. Aware of Council's Access Committee and what it does?

Majority of the respondents were not aware of the existence of an Access Committee or of its role. Most were interested in seeing this Committee become more active in the community.

Q10. Are Council's publication and website accessible ?

Most people find Council's information publications accessible with overwhelming support for The Voice. Those that did not find the website accessible mainly related to the lack or no use of the internet as part of their lifestyle.

Perhaps include more community based news/information in The Voice and ensure the website contact information for community groups etc are kept up to date.

Q11. Additional comments

There were a number of additional comments provided by respondents and the issues relevant to the preparation of the DIAP are:

- Access.
- Access ramps into businesses.
- Disability parking (number, location).
- Parking in the main street.
- Footpaths (condition, vegetation overhanging).
- Walking track.
- Vision impaired assistance.

Summary of issues from community consultation in four disability inclusion focus areas

1. Attitudes and Behaviours

The community responses to attitude were positive with only one comment out of 122 expressing attitudes, discrimination and lack of education. There was general comment that more discussion is required within the community regarding the needs of disabled and the need for more awareness of the needs of people with disabilities. Timely to review and update Council's Access Committee to encourage inclusion of people with a disability.

2. Liveable communities

Access to facilities and services is important for all members of the community and was the main issue highlighted by the community in the survey responses. The issues associated with access were:

- Ramps into businesses.
- Disability parking (number, location).
- Parking in the main street.
- Footpaths (condition, vegetation overhanging).
- Walking track.
- Vision impaired assistance.

3. Employment

Opportunities for employment are important for all members of the community and the provision of local employment helps guarantee the future of rural local communities. There may be opportunities to collaborate with relevant employment agencies to promote employment within the area for people with a disability. Ensure that all Council employment recruitment processes do not discriminate people with a disability.

4. Systems and Processes

Majority of survey respondents find Council's information publications accessible with overwhelming support for The Voice. Those that did not find the website accessible mainly related to the lack or no use of the internet as part of their lifestyle.

Information may be improved by including more community based news/information in The Voice and ensuring the website contact information for community groups etc are kept up to date with links to the National Disability Insurance Scheme and other relevant agencies/resources.

Strategies and Actions

Focus Area 1 – Attitudes and Behaviour					
Strategic Goal	Action	Measurement	Responsibility	Timeframe	CSP Link
Promote positive attitudes and behaviour	Encourage inclusion of people with a disability in Council's Access Committee	Increased number of members representing the interests and needs of people with a disability	Council's Works and Operation Department	December 2017	<p>Strategy CO1 – Facilitate and encourage equitable access to community infrastructure and services, such as health care, education and transport.</p> <p>Strategy CO2 – Encourage and facilitate active and creative participation in community life.</p> <p>Strategy CO3 – Foster and encourage positive social behaviours to maintain our safe, healthy, and connected community.</p>
	Adapt and distribute a "Missed Business Guide" to local businesses	"Missed Business Guide" adapted to Council and distributed to local businesses	Economic Development Officer	December 2017	<p>Strategy CO3 – Foster and encourage positive social behaviours to maintain our safe, healthy, and connected community.</p>

Strategies and Actions

Focus Area 2 – Liveable Communities					
Strategic Goal	Action	Measurement	Responsibility	Timeframe	CSP Link
Safe and accessible community facilities	Investigate existing locations and requirement for additional disabled parking spaces	Additional disability parking space/s provided	Works and Operations Department and Council's Traffic and Access Committees	July 2018	Strategy CO1 – Facilitate and encourage equitable access to community infrastructure and services, such as health care, education and transport.
	Investigate options for providing suitable access for people with vision impairment to key facilities	Vision impaired assistance options identified and implementation prioritised	Works and Operations Department and Council's Traffic and Access Committees	July 2018	Strategy CO2 – Encourage and facilitate active and creative participation in community life.

Strategies and Actions

Focus Area 3 – Employment					
Strategic Goal	Action	Measurement	Responsibility	Timeframe	CSP Link
Supporting access to meaningful employment	Collaborate with relevant NDIS and employment organisations and agencies to promote employment within the local government area for people with a disability	Provision of information on Council's website supporting this action	Human Resources, Economic Development Officer	July 2018	Strategy EC5 – Encourage collaboration between businesses, government, and training providers to develop employment and training opportunities for young people in the region.
	Review Council's recruitment process to ensure it does not discriminate people with a disability	Council recruitment process updated and adopted by Council	Human Resources	July 2018	Strategy EC5 – Encourage collaboration between businesses, government, and training providers to develop employment and training opportunities for young people in the region.

Strategies and Actions

Focus Area 4 – Services Systems and Processes					
Strategic Goal	Action	Measurement	Responsibility	Timeframe	CSP Link
Improve access to services through better systems and processes	Review current communication methods to ensure compliance with accessibility standards	Council's communication mechanisms comply with accessibility standards	Finance and Administration Department	December 2017	<p>Strategy CL1 – Effect resourceful and respectful leadership and attentive representation of the community.</p> <p>Strategy CO2 – Encourage and facilitate active and creative participation in community life.</p> <p>Strategy CO3 – Foster and encourage positive social behaviours to maintain our safe, healthy, and connected community.</p>
	Develop plan for website content compliance with disability standards	Website content meets accessibility standards	Finance and Administration Department	December 2017	<p>Strategy CL2 – Encourage and facilitate open and respectful communication between the community, the private sector, Council, and other government agencies.</p>
	Develop and maintain Council website links to NDIS services and resources	Website updated and maintained	Environment and Planning and Finance and Administration Departments	July 2018	<p>Strategy CL2 – Encourage and facilitate open and respectful communication between the community, the private sector, Council, and other government agencies.</p>

Monitoring and Evaluation

Monitoring

The Disability Inclusion Action Plan includes timelines to guide the completion of the actions. The process will be monitored and evaluated through the Integrated Planning and Reporting cycle.

Implementation of the Plan will be undertaken by the responsible officers. Each action will be monitored and reported against for the periods 1 July – 31 December and 1 January – 30 June of each year.

The General Manager will monitor the overall implementation of the Plan and the integration of its actions into Council's new Delivery Program and annual Operational Plan.

Reporting

Outcomes and achievements will be reported in Council's Annual Report and six monthly report to the community. These reports will be available on Council's Website and at its Administration Building and Libraries.

A report will also be provided to the Department of Family and Community Services and the Minister for Disability Services.

Review

The Plan will be reviewed annually in line with the Integrated Planning and Reporting cycle. An audit, evaluation and review of the Plan will be conducted at the end of its term.

Acknowledgement

Upper Lachlan Shire Council would like to thank the many community members, staff and Service Providers who contributed to the preparation of this Plan.