



# **ATTACHMENTS**

## **ORDINARY MEETING**

**Thursday 16 March 2017**

**6.00 pm**

**Council Chambers Crookwell**

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#### **12 GENERAL MANAGER**

##### **12.5 Proposed Community and Civic Centre**

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Australian Government  
Department of Industry,  
Innovation and Science

Business

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## Building Better Regions Fund - Infrastructure Projects Stream Application Form

Tracking Code: **YLXTKQC**

### Receipt

Your form has been successfully submitted. Please keep a copy of this acknowledgement for your records.



Date and Time: **28 Feb 2017 3:30:40 PM**

Receipt Number: **BBRF-IS-77**

Save or print a copy of the completed form and acknowledgement go to the "File" menu and select "Save as" or "Print".

## Instructions

### About Building Better Regions Fund

The \$297.7 million Building Better Regions Fund supports the Australian Government's commitment to create jobs, drive economic growth and build stronger regional communities into the future.

The program will run over four years from 2016-17 to 2019-20.

The program has been designed to achieve the following outcomes in regional and remote communities

- create jobs
- have a positive impact on economic activity, including Indigenous economic participation through employment and supplier-use outcomes
- enhance community facilities
- enhance leadership capacity
- encourage community cohesion and sense of identity.

The program will fund projects in regional Australia outside the major capital cities of Sydney, Melbourne, Brisbane, Perth, Adelaide, and Canberra.

The Infrastructure Projects Stream will support projects which involve the construction of new infrastructure, or the upgrade or extension of existing infrastructure that provide economic and social benefits to regional and remote areas.

### Completing this form

Please read the [Program Guidelines](#) before completing this application form.

### Attachments

Your application to the Building Better Regions Fund requires a number of mandatory attachments to support your case for funding. You will need to upload these documents into a specially created folder in the Microsoft application, Office365. The Office365 folder will be linked to this application form and will only be accessible by yourself and departmental officers responsible for managing your application.

If you do not already have an Office365 account, please go to [signup.live.com](http://signup.live.com) and create one before you commence the form.

### Disclosure of information

The Commonwealth's use and disclosure of your information (provided in this application or otherwise) is set out in the Building Better Regions Fund [Program Guidelines](#).

### Google Places

The address search fields in this form use Google Places to help fill in the address details. By using this feature you agree to be bound by [Google's Terms of Service](#) and are subject to [Google's Privacy Policy](#).

### Getting help

If you require assistance completing this application form please contact us on 13 28 46 or at [business.gov.au](http://business.gov.au). Our website and staff can help you with forms, finding business information and services and allow you to provide feedback, comments or suggestions.

You should also read the [Program Guidelines](#) and sample grant agreement before completing an application. View these documents at [business.gov.au](http://business.gov.au).

### Requirements

This form functions best when it is completed using the most recent version of your Internet browser. This form is not compatible with Internet Explorer 8 or earlier browsers. If you are using an earlier browser version, you may have difficulty in displaying the form correctly or it may not display at all.

### Unsubmitted forms

You can save your unsubmitted form by clicking SAVE FOR LATER at the top of this form.

This form has a Tracking Code displayed in the top right corner. Please make a note of this Tracking Code for your records. The Tracking Code is required to reopen your saved form and you will need to provide this code if you require assistance with your form.

Incomplete, unsubmitted forms are retained until the closing date for the round (28 February 2017) before being deleted.

### Submitting your form

Applications may be submitted at any time up until 5.00pm local time on 28 February 2017.

You will be provided with a receipt to confirm that your submission has been successful. Please keep this receipt for your records by using the "Download the form and receipt" link or by emailing yourself a copy of the receipt and submission. Both of these options are available in the "To keep a copy of the completed form" box on the Submission Complete page.

If you have any enquiries relating to submission of your form, you will need to provide your receipt number.

## Eligibility

### Eligibility

*This section will help you determine whether you are eligible to apply for the program.*

Does your organisation have an ABN? \*

*For trustees applying on behalf of a trust, this refers to the ABN of the trust.*

☒ Yes

☐ No

Is your organisation one of the following not for profit organisations? \*

*You will be required to provide evidence of your not for profit status later in the form. Please note, you must have been established for at least two years to apply for this grant.*

☐ Registered with the Australian Charities and Not-for-profits Commission

☐ State or territory incorporated association

☐ You have governance documentation that includes not for profit clauses or statements, and non-distribution of dissolution clauses.

☒ None of the above

Is your organisation a local governing body? \*

*A local governing body as defined by the Local Government (Financial Assistance) Act 1995. For the purposes of the program, the following organisations are also considered local governing bodies:*

- Anangu Pitjantjatjara, Maralinga, Gerard, Nepabunna and Yalata local governing bodies in SA
- Cocos (Keeling) Islands Shire Council
- Lord Howe Island Board
- Norfolk Island Regional Council
- The Outback Communities Authority
- The Shire of Christmas Island
- The Silverton and Tibooburra villages in NSW
- The Trust Account in the NT
- ACT Government.

☒ Yes

☐ No

Is your project located in an eligible area? \*

*An eligible area is outside of the major capital cities of Sydney, Melbourne, Brisbane, Perth, Adelaide, and Canberra as defined by the Australian Bureau of Statistics Significant Urban Area boundaries.*

*Please use the [mapping tool](#) to determine the eligibility of your project location. Information from the mapping tool will be required throughout your application. We advise you to keep the mapping tool open.*

- ☒ Located in an eligible area  
☐ Located in an excluded area

Is your project a capital project involving one of the following? Please select the primary activity: \*

- ☒ Construction of new Infrastructure  
☐ Upgrade to existing infrastructure  
☐ Extension of existing infrastructure  
☐ Repair/Replacement of infrastructure

Have you started or are contracts in place for the project activities at the time of application? \*

*In order to be eligible your project must be ready to commence within 12 weeks of executing the grant agreement.*

*If your project is still in the planning or concept stage your application may be eligible for funding, but may not be as competitive as projects that are further progressed in their planning. In this case it is recommended that you further develop your project and consider submitting an application for consideration in future funding rounds.*

- ☐ Yes  
☒ No

## Applicant information

### Joint application

*Joint applications by two or more entities are acceptable, provided you have a lead applicant who is the main driver of the project, is eligible and is making a cash contribution to the project.*

Is this a joint application? \*

☐ Yes

☒ No

### Type of applicant

*In this section you must indicate what type of entity you operate under.*

*All entities must have an ABN.*

Select which type of entity your organisation is: \*

☐ not for profit organisation

☒ a local governing body

### Applicant details

*Enter your ABN and click the Validate button to retrieve your registration details.*

Australian Business Number (ABN) \*

81 011 241 552

Australian Company Number (ACN)

*The entity name refers to the name that appears on all official documents or legal papers. The entity name may be different from the business name.*

Entity Name \*

Upper Lachlan Shire Council

*Your business may have registered one or more business names. If you operate under a business or trading name you can enter alternate name(s) here. If your business or trading name is not listed here select 'other'.*

Business/Trading Name

☒ GST Registered

### ANZSIC details

What is the applicant's main business activity under the Australian and New Zealand Standard Industrial Classification (ANZSIC)?

*The Australian and New Zealand Standard Industrial Classification (ANZSIC) is a classification system used by government to group data about organisations based on their primary business activity.*

*The ANZSIC codes and titles are available from the [Australian Bureau of Statistics \(ABS\) website](#). Phone 13 28 46 if you require*

assistance.

ANZSIC division \*

ANZSIC class

## Address details

*Provide your Organisation Street Address (Australian Head Office)*

*Google Places - start entering your address to search Google Places and if found will auto fill the fields below. If not found, please enter the address details directly in the fields below.*

Address Line 1 \*

Address Line 2

Address Line 3

Suburb \*

State \*

Postcode \*

Is the Postal Address the same as the Organisation Street Address entered above? \*

☐ Yes

☒ No

*Provide your Postal Address*

*Google Places - start entering your address to search Google Places and if found will auto fill the fields below. If not found, please enter the address details directly in the fields below.*

Address Line 1 \*

Address Line 2

Address Line 3

Suburb \*

State \*

Postcode \*

Provide your organisation's website address

www.upperlachlan.nsw.gov.au

## Contact person

The contact person identified below will be the person that the application document upload instructions and login will be associated with.

Title

Ms

First name \*

Linus

Last name \*

Nesbitt-Hawes

Contact phone \*

0248301067

Email address \*

lnesbitt@upperlachlan.nsw.gov.au

## Project location

Your project location is determined by its latitude and longitude.

Your project location will determine your project's remoteness classification. If your project has multiple sites, choose your most remote site as your project location to ensure you receive the appropriate remoteness classification. You should record each project site.

Where there is a mix of regional and remote locations, we will consider your entire project location as remote for the purposes of the co-funding requirement.

Is the above listed head office address your project location? \*

☒ Yes

☐ No

### Project location

Enter the latitude and longitude of your project in the format latitude,longitude. This can be copied directly from the mapping tool once you have located your project on the map.

Provide the latitude and longitude of your project location. [Click here](#) to access the mapping tool that will help you determine the longitude and latitude of your project.

Latitude and Longitude \*

-34.45070 149.4714

Do you have additional project site locations? \*

☐ Yes

☒ No

## Latest financial year figures

Has the applicant existed for a complete financial year? \*

☒ Yes☐ No

Select the latest complete financial year. \*

2015/16

**Latest Financial Year Figures**

We collect the following data from all applicants across all grant programs. We use this data to better understand your organisation and to help us develop better policies and programs.

All amounts in the table below must show a whole dollar value e.g. \$1 million should be presented as \$1,000,000. The turnover value must be that of the entity that is making the grant application (the 'applicant'), regardless of whether the entity belongs to a consolidated group for tax purposes.

**FY 2015/16**

Sales Revenue (Turnover) \*

\$31,163,000

☐ Not applicable

Total revenue from the sale of goods and services, as reported in the applicant's Business Activity Statement (BAS).

Export Revenue \*

☒ Not applicable

Total revenue from export sales, as reported in the applicant's Business Activity Statement (BAS).

R&amp;D Expenditure \*

☒ Not applicable

Expenditure on Research and Development, i.e. creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications.

Taxable Income \*

☒ Not applicable

Taxable income or loss as per the Applicant's Business Income Company Tax Return Form.

Employees, including working proprietors and salaried directors (headcount) \*

145

☐ Not applicable

Number of individuals who are entitled to paid leave (sick and holiday), or generate income from managing the business.

Independent contractors (headcount) \*

☒ Not applicable

Number of individuals engaged by the business under a commercial contract (rather than an employment contract) to provide employee-like services on site.

**Supporting documentation**

Your application to the Building Better Regions Fund requires a number of mandatory attachments to support your case for funding. You will need to upload these documents into a specially created folder in the Microsoft application, Office365. The Office365 folder will be linked to this application form and will only be accessible by yourself and departmental officers responsible for managing your application.

If you do not already have a Microsoft Live or Office365 account, you must establish one before you complete the declaration below.

Go to <https://signup.live.com> to establish an account. You must use the Contact Person email address listed above to ensure the account, the attachment folder and this form are linked.

When you check the declaration checkbox below, instructions on how to access your BBRF attachments folder will be emailed to the contact person identified above.

It is recommended that document sizes be kept to a minimum to reduce upload times.

To reduce the file size of documents you can convert the document to a PDF (by opening the document, selecting 'Save As' and choosing 'PDF (.pdf)' or by removing unnecessary images or creating a zip file.

Where only a part of the supporting document is relevant to the application, that part plus the cover and contents pages may be provided

rather than the entire document. For example an excerpt from a master plan or feasibility study.

By checking the box below I understand, acknowledge and accept the following:

1. a folder location for the purpose of applying for this grant will be created and a link sent to the email address provided in the Contact Person section of this form;
2. the location is on an Australian Government security certified hosted solution that will only be accessed by the applicant and Australian government authorised officers;
3. I have established a Microsoft Live or Office365 account which will allow me to access the folder location to which I will upload my supporting documents for this application;
4. I am responsible for the safekeeping of my user credentials and the use of my Microsoft Live or Office365 account with respect to this grant application.

☒ I understand, acknowledge and accept the above and would like to continue with my application \*

*If you have not received an email within the next hour, please check your junk mail or spam folder, and if email is not there, contact [business.gov.au](mailto:business.gov.au) on 13 28 46.*

## Project details and funding

### Project title and description

*If your application is successful, the details you provide below will be published on the departmental website. Published project details will include:*

- name of the applicant
- title of the project
- a description of the project and its intended outcomes
- amount of funding awarded.

Provide a project title. \*

*If the application is successful, this project title may be used by the Australian Government in published material.*

Upper Lachlan Shire Community and Civic Centre

Provide a brief project description for publication on our website. \*

*Please provide a brief overview description of the project outcome to be used in media releases, launches and other promotional documents. Ensure your project description focuses on what the project expects to achieve through implementation. Explain what it is you are going to do and how it will benefit your region or community.*

**Building a Community and Civic Centre will:**

- Amalgamate community facilities and Council's services in to the one purpose-built centre encouraging community inclusion, sense of identity and pride.
- Have a strong impact on economic activity with the provision of smart work hub meeting rooms, art gallery and conference facilities and efficient Council services.
- Create jobs for the Shire, during and post construction, by encouraging business growth and providing teleworking facilities
- Grow great leaders in the Shire by fostering regional conferences and aiding community artistic and cultural pursuits.
- Enhance community facilities and Council's sustainability by rectifying immediate WH&S concerns for staff.

### Project outputs

Summarise the individual items that will be delivered on completion of the project, e.g. 25 new runway lights, 1 km extension to runway, terminal extension to accommodate 20 additional retail outlets. \*

**Project Outputs include the building of a new Upper Lachlan Community and Civic Centre in Crookwell NSW which encompasses:**

- Community 'work hub' meeting rooms
- Council Chambers/conference room
- Community kitchenette
- Community toilet facilities (including disabled facilities)
- Two large Community areas
- Staff toilet facilities (including disabled facilities)
- Staff lunchroom
- Service NSW compatible reception area
- WH&S regulated Council staff offices/workstations
- Off street parking
- Solar panels and thermal heat transfer capabilities
- Record storage
- Generator
- New IT Server
- New phone system connecting Taralga/Crookwell and Gunning Council areas

### Project employment

What is the total expected full time equivalent employment (employees and Independent contractors) generated during the project period \*

50

How many of these employees do you anticipate will be indigenous \*

5

What is the total expected full time equivalent long term employment (employees and independent contractors) generated following the project period \*

10

How many of these employees do you anticipate will be indigenous \*

2

## Project duration

*You must be ready to commence your project within 12 weeks of executing a grant agreement with the Commonwealth.*

Estimated start date

03 Jul 2017

Estimated end date

28 Oct 2019

## Remoteness and exceptional circumstances

*This section is to enter information on your project's remoteness classification and case for exceptional circumstances.*

### Remoteness classification

You identified your project location in the Applicant Information section of this form. Your project location (latitude and longitude) determines your remoteness classification. The criteria for the remoteness classification is based on the Australian Bureau of Statistics' Remoteness Structure under the Australian Statistical Geography Standard.

It is very important that you specify the correct remoteness classification. An error may cause your co-funding to be inadequate and your application to be considered ineligible. If your project includes multiple site locations and there is a mix of regional and remote classifications we will consider your entire project location as remote for the purposes of the co-funding requirement.

What is the remoteness classification of your project location? \*

[Click here](#) to access the mapping tool that will help you determine the remoteness classification of your project location.

☐ Major Cities of Australia (Included area)

☒ Inner Regional

☐ Outer Regional

☐ Remote

☐ Very Remote

*For projects classified as Major Cities of Australia (included area), Inner Regional or Outer Regional, the Co-Funding Requirement is a cash contribution on at least a 1:1 basis (i.e. for every dollar of grant funding requested, you must contribute one dollar of co-funding). For projects classified as Remote or Very Remote, the Co-Funding Requirement is a cash contribution on at least a 3:1 basis (i.e. for every three dollars of grant funding requested, you must contribute one dollar of co-funding).*

Are you applying for an exceptional circumstances exemption to allow you to seek up to 100% grant funding for eligible activity costs for your project? \*

*Exceptional circumstances may include:*

- Drought and/or disaster declaration
- Limited financial capacity of the local council
- Impact of industry decline
- Significant recent change in population or community demographics
- Other exceptional circumstances.

Before you consider seeking an exemption, note:

- Exemptions will only be granted in very limited circumstances
- If an exemption is not granted your application will be ineligible and there will be no opportunity to resubmit your application in the same funding round
- All applications, including those granted an exemption, will be assessed against each of the merit criteria. Applications without co-funding may receive a lower score against the 'value for money' criterion (merit criterion 3)
- You are encouraged to leverage cash contributions, community partnerships and in-kind contributions, even if you seek an exemption, to strengthen your application and increase your score against the 'value for money' criterion.

☒ Yes

☐ No

If yes, please demonstrate your case for exceptional circumstances including how they are preventing you from meeting the co-funding requirement \*

The Upper Lachlan Shire Council is applying for exceptional circumstances co-funding exemption due to natural disasters, limited financial capacity and impact of industry decline.

**Disaster Declaration:**

- In December 2010 the Upper Lachlan Shire a storm caused around \$2.8M damage across the shire. Although a Natural Disaster Declaration was made the Council was still left with \$420,000 costs to pay.
- In February 2012 another storm ravaged parts of Upper Lachlan Shire. A Natural Disaster was declared, however, the exercise cost Upper Lachlan approximately \$120,000.
- In July 2015 a snow storm caused \$1,400,000 damage. A natural disaster was declared in December 2015. To date costs to the Council have been \$250,000 and work remains incomplete. Council has only been paid \$25,000 to date with Council still waiting on its claim to be processed.
- In August 2016 a Storm Disaster was declared. Rectification is underway but we expect our costs to be \$200,000.

**Financial Capacity:**

In 2004 Crookwell Shire and parts of the Mulwaree and Gunning Shire's were amalgamated to form the Upper Lachlan Shire. Council inherited the unsuitable remnants of buildings owned by some of the constituent councils which were totally unsuitable to house the management team for the business that the amalgamation created.

Whilst a neighbouring council received \$4,000,000 to build new administrative infrastructure, the Upper Lachlan shire Council received no contribution to upgrade of the current facilities or building of a new administration centre.

**Industry Decline:**

Upper Lachlan Shire's closeness to major population centres (Goulburn, Canberra and Sydney) has seen the Shire become increasingly subdivided into small parcels with a large amount of land owners being absentees. This has taken a large percentage of agricultural land out of production and reduced employment opportunities for typical livestock workers that live within the shire. In 2012, 1200 residents were employed in Agriculture whilst in 2016 there were 950 residents employed in agriculture.

Attachments: Disaster Information

You will be required to attach evidence to support your case in the attachment folder created for your application. This must also include evidence to demonstrate the capacity to maintain and fully utilise the project for five years.

Based on the information you have provided you are claiming the following co-funding requirement up to 0% . This co-funding requirement will be used in calculations later in this form. It is very important that you specify the correct remoteness classification. An error may cause your co-funding to be inadequate and your application to be considered ineligible.

If your case for an exemption to the co-funding requirements is accepted and your application is successful, you will be required to commit to operate and maintain your project infrastructure and deliver project benefits for five years regardless of the project cost.

Please identify your Local Government Area

[Click here](#) to access the mapping tool that will help you determine your Local Government Area.

Upper Lachlan Shire

## Project activities

*Provide details of your project activities. If your application is successful, these activities will form the basis of the milestones in your grant agreement.*

*The dates for the activities must fall between your estimated project start and end dates.*

*Note: your project will not be able to start until you have all relevant regulatory approvals.*

### Activity 1

Activity title \*

Preliminary Work

Activity description \*

Appoint Architect, Design Development

Estimated start date \*

03 Jul 2017

Estimated end date \*

30 Sep 2017

Activity cost (\$A) (ex GST) \*

\$795,752

### Activity 2

Activity title \*

Application

Activity description \*

Consultant application and review and prepare development application

Estimated start date \*

01 Oct 2017

Estimated end date \*

08 Feb 2018

Activity cost (\$A) (ex GST) \*

\$795,752

### Activity 3

## Activity title \*

Costings

## Activity description \*

Expressions of interest, detailed estimate, development application and review consultant drawings

## Estimated start date \*

09 Feb 2018

## Estimated end date \*

21 Apr 2018

## Activity cost (\$A) (ex GST) \*

\$795,753

**Activity 4**

## Activity title \*

Tender preparation

## Activity description \*

Review expressions of interest, final construction documents, final client review, tender issued, tender closes

## Estimated start date \*

22 Apr 2018

## Estimated end date \*

19 Jun 2018

## Activity cost (\$A) (ex GST) \*

\$795,752

**Activity 5**

## Activity title \*

Tender completion

## Activity description \*

Tender Closes

## Estimated start date \*

20 Jun 2018

## Estimated end date \*

19 Jul 2018

Activity cost (\$A) (ex GST) \*

\$546,690

**Activity 6**

Activity title \*

Tender negotiations

Activity description \*

Acceptance of tender and site establishment

Estimated start date \*

20 Jul 2018

Estimated end date \*

23 Aug 2018

Activity cost (\$A) (ex GST) \*

\$1,000,000

**Activity 7**

Activity title \*

Building Work

Activity description \*

Work commences on site - Building and construction

Estimated start date \*

24 Aug 2018

Estimated end date \*

04 Jul 2019

Activity cost (\$A) (ex GST) \*

\$3,000,000

**Activity 8**

Activity title \*

Furniture Fitout

Activity description \*

Furniture fit out and practical completion

Estimated start date \*

05 Jul 2019

Estimated end date \*

14 Sep 2019

Activity cost (\$A) (ex GST) \*

\$1,000,000

**Activity 9**

Activity title \*

Completion

Activity description \*

Occupation certificate and landscaping and ancillary works

Estimated start date \*

15 Sep 2019

Estimated end date \*

28 Oct 2019

Activity cost (\$A) (ex GST) \*

\$590,711

Total Activity Costs

\$9,320,410

**Project budget**

Provide details of your total eligible project costs over the life of the project to be paid for with grant funding and co-funding. You should also provide details of costs not covered by the grant and co-funding.

Amounts must be GST exclusive. We only provide grant funding based on eligible activities. Refer to the [Program Guidelines](#) for guidance on eligible activities.

**Purchase of materials**

Description	FY 2017-18	FY 2018-19	FY 2019-20	Total
Concrete	\$60,000	\$30,000	\$20,000	\$110,000
Waterproofing		\$3,960		\$3,960
Masonry		\$58,000		\$58,000
Structural Steel	\$344,280			\$344,280

Metalwork	\$54,068			\$54,068
Carpenter and Joiner	\$400,000			\$400,000
External Cladding			\$80,000	\$80,000
Partitions			\$100,000	\$100,000
Doors and Hardware			\$40,000	\$40,000
Aluminium Windows	\$100,000	\$155,314		\$255,314
Roof and Roof Plumbing		\$170,000		\$170,000
Plastering			\$60,000	\$60,000
Cellings			\$50,000	\$50,000
Tiling			\$30,000	\$30,000
Carpet and Resilient Finishes			\$100,000	\$100,000
Painting			\$80,000	\$80,000
Hydraulics	\$10,000	\$20,000	\$135,783	\$165,783
Electrical	\$50,000	\$100,000	\$193,320	\$343,320
Mechanical			\$300,000	\$300,000
Fire Services			\$56,003	\$56,003
External Works			\$159,264	\$159,264

Prelim Landscaping			\$30,000	\$30,000
Furniture, Fixtures & Equip			\$654,500	\$654,500
Preliminaries	\$938,827			\$938,827
Builders Profit	\$192,000	\$192,000	\$191,814	\$575,814
Contingences	\$150,000	\$300,000	\$327,349	\$777,349
Civil and Roadworks			\$300,000	\$300,000
<b>Total purchase of materials</b>	\$2,299,175	\$1,029,274	\$2,908,033	\$6,236,482

**External labour hire**

Description	FY 2017-18	FY 2018-19	FY 2019-20	Total
Demolition	\$6,000			\$6,000
Excavation and Concrete	\$122,600	\$26,000	\$11,353	\$153,953
Waterproofing		\$3,000		\$3,000
Masonry	\$57,495			\$57,495
Metalwork	\$30,000			\$30,000
Carpenter and Joiner	\$231,663			\$231,663
External Cladding			\$48,074	\$48,074
Partitions			\$64,990	\$64,990
Doors and Hardware			\$22,964	\$22,964

Roof and Roof Plumbing		\$151,856		\$151,856
Plastering			\$54,639	\$54,639
Ceilings			\$50,170	\$50,170
Tiling			\$28,757	\$28,757
Carpet and Resilient Finishes			\$34,925	\$34,925
Painting			\$44,626	\$44,626
Hydraulics	\$10,000	\$20,000	\$70,000	\$100,000
Electrical	\$50,000	\$72,560	\$150,000	\$272,560
Mechanical			\$219,960	\$219,960
Fire Services			\$40,000	\$40,000
External Works			\$238,900	\$238,900
Landscaping			\$10,000	\$10,000
Civil and Roadworks			\$200,000	\$200,000
<b>Total external labour hire</b>	\$507,758	\$267,416	\$1,289,358	\$2,064,532

**Plant and equipment hire**

Description	FY 2017-18	FY 2018-19	FY 2019-20	Total
Demolition	\$6,500			\$6,500
Excavation	\$100,000			\$100,000

Civil and Roadworks			\$143,320	\$143,320
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Total plant and equipment hire	\$106,500	\$0	\$143,320	\$249,820
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**External consulting costs**

Description	FY 2017-18	FY 2018-19	FY 2019-20	Total
Consultants Fees	\$269,576	\$250,000	\$250,000	\$769,576
Total external consulting costs	\$269,576	\$250,000	\$250,000	\$769,576

**Summary budget**

Description	FY 2017-18	FY 2018-19	FY 2019-20	Total
Purchase of materials	\$2,299,175	\$1,029,274	\$2,908,033	\$6,236,482
External labour hire	\$507,758	\$267,416	\$1,289,358	\$2,064,532
Plant and equipment hire	\$106,500	\$0	\$143,320	\$249,820
External consulting costs	\$269,576	\$250,000	\$250,000	\$769,576
Total project costs	\$3,183,009	\$1,546,690	\$4,590,711	\$9,320,410

**Other project costs not covered by the grant and co-funding**

Description	FY 2017-18	FY 2018-19	FY 2019-20	Total
				\$0
Total other project costs	\$0	\$0	\$0	\$0

**Source of funding**

Complete the table below to show how you will fund the eligible project costs.

Amounts must be GST exclusive. Note, the minimum grant amount under the program is \$20,000 and the maximum grant amount is \$10 million.

Grant amount sought (\$A)

\$9,320,410

Other Commonwealth government funding (\$A)

\$0

Total Commonwealth government funding (\$A)

\$9,320,410

Grant percentage of eligible costs (%)

100.00

### Contributions

To describe your funding strategy for the project, complete the fields below.

Enter cash and in-kind contributions from you, the applicant, and any other contributors.

#### Contribution 1

Contributor \*

Upper Lachlan Shire Council

Co-funding (Cash) - If the contributor is not providing a cash contribution, please enter '0'

\$0

In-kind description - If the contributor is not providing an in-kind contribution please enter 'NA'

Upper Lachlan Shire contribution - Price of Land \$765,000

Value of In-kind - If the contributor is not providing an in-kind contribution please enter '0'.

\$765,000

Total Contribution Amount

\$765,000

#### Contributions summary

Total Co-funding (Cash)

\$0

Total value of In-kind

\$765,000

#### Evidence of contributions

You must provide a letter from each contributing organisation listed above evidencing the contributions. A sample letter is available at [business.gov.au](http://business.gov.au). Go to the BBRF Infrastructure Projects Stream page, key documents section. An authorised person completing the applicant declaration is sufficient confirmation for the Applicant's contribution.

#### Evidence to support your project budget

You may upload evidence to support your project budget, for example, supplier quotes, contractor quotes, invoices, etc.

These documents can be uploaded into the folder created for your application.

## Merit criteria

To be competitive you will need to score highly against each merit criterion. We will assess your application against the indicators listed beneath each merit criterion. The merit criteria are weighted. The amount of detail and supporting evidence you provide should be in line with the project size, complexity and grant amount requested.

Your response to each criteria should provide a complete picture of your claims. Supporting documents can be provided as evidence of your claims. Documents are to be uploaded into the folder created for this application.

### Merit criterion one - Economic Benefit (15 points)

**The economic benefit your project will deliver to the region during and beyond the construction phase <sup>18</sup>**

Economic benefits for a region may cover increases in economic activity, improvements in productivity, wider access to markets or fairer and more equitable economic outcomes. Examples of how your project could demonstrate these economic benefits include:

1. Increasing the number or value of jobs, new businesses or the production of goods and services in the region (this includes direct and indirect opportunities created through the project)
2. providing opportunities for growth in existing sectors, e.g. tourism, agriculture, manufacturing
3. the use of local suppliers and goods
4. Increasing efficiency of the transport system or service delivery
5. Increasing Indigenous economic participation – including Indigenous employment and supplier-use outcomes
6. the degree to which the project delivers benefits beyond the construction phase.

*In responding to this criterion you must provide evidence to support your claims; this can include cost benefit analysis, economic modelling, etc.*

Building of a new Community and Civic Centre is an investment in the Upper Lachlan Shire's future. The BCR is 1.04%. During the construction phase it is expected that 50 FTE jobs will be created with 5 Indigenous employment opportunities. Local suppliers will be used to provide earthmoving, building and fit out for the new Centre, injecting funds in to the region. Work possibilities will also be created for Shire residents. Indirectly, local cafes, shops and accommodation will see economic benefits from the influx of site workers into Crookwell for the duration of the project.

Economic benefits beyond the construction phase include the ability for employees using a 'work hub' office environment close to home. There are currently no facilities like this anywhere in the shire. A 'smart work' hub will reduce excessive travel, petrol costs and green house gas emissions for regional workers who commute to work. Currently 43 residents commute from the Shire to Canberra (or Queanbeyan) for work. A Crookwell resident would save \$214.00 a day in car operating costs working from the 'smart hub'. 488 residents from the Shire currently work in Goulburn. A Crookwell resident would save \$72/day car operating costs by working at the 'smart hub'.

Affordable housing brings families interested in a 'tree change' to the Shire. Providing teleworking facilities will promote the Shire as an area catering for employees who wish to work remotely, negating the need to travel to city centres like Goulburn, Canberra and Sydney. The new Council Chamber and meeting rooms will provide a venue for the community to have regional conferences. The Shire does not currently have conference facilities to bring people and dollars to the Shire. New businesses will be more likely to open in the Shire with the support of a meeting centre. Conference calling, up to date electronic visual techniques and high speed Internet will all support and add professionalism to businesses. Opportunities created by this project and the injection of capital into the Shire's economy will reach beyond the construction phase. The creation of large community spaces for art and sculpture displays, workshops and historical information will encourage tourism and provides opportunities for growth of the economy.

The Centre will also support the community by providing a range of disabled and elderly accessible conference and meeting areas, business spaces, toilets and services in a single facilities which does not currently exist in the Shire.

A new administration building will attract new, highly-skilled staff to the area and increase efficiency in Council's service delivery through:

- The provision of a purpose built service reception in line with the requirements of Service NSW.
- Reduction in lost work time due to accessing files and staff in remote locations.
- Increased sharing of knowledge with relocation of Works, Planning and Administration Departments in the one building.
- Increased sharing of resources e.g. print room, filing compactus, reception and executive assistant staff and meal room.
- Reduction in maintenance and operating costs.

When the building is completed it will house the current staff and have room for expansion. In the past, increases in staffing have meant putting another desk in to an already crowded room. The current facilities are over capacity with office space contravening WH&S regulations.

Currently, maintenance costs are excessive due to the main building being built in 1912 and a garage and toilet block renovation to form offices. Not only will the new centre reduce ongoing maintenance costs it will adopt best practice energy saving efficiencies like

geothermal technology, solar panels and use of natural light.

The Upper Lachlan Shire experiences extreme temperatures including snowfall in the winter months. Current air-conditioning systems struggle to cope with high ceilings and segmented offices, creating an uncomfortable work environment for staff. The Council Chambers does not accommodate all public members wishing to attend meetings and the front administration doors do not allow for disabled access.

When there is a blackout the building shuts down as there is no generator. This means staff lose valuable work time and problems with Council's IT systems are corrupted when there is a loss of power.

In 2006 Council's WH&S Coordinator highlighted the fact that too many issues exist to make the current buildings compliant under the WH&S Act without substantial financial investment. Little can be done

to rectify this situation without major spending.

The new Community and Civic centre will be a centre for excellence in the use of solar and geothermal technology. Designs incorporate use of natural light to minimise heating costs.

Attachments: Demographic Info, Letters of Support, Photos of Administration Buildings, CBA and Event Impact, Community Consultation, Risk Assessment Administration Building 2006, Business Plan

## Merit criterion two - Social Benefit (10 points)

**The social benefit your project will deliver to the region during and beyond the construction phase**

Social benefits for a region may cover increases in regional amenity, improving community connections and inclusion and providing opportunities for learning and knowledge creation. Examples of how your project could demonstrate these social benefits include:

1. making a region a more attractive place to live
2. Improving community connections and social inclusion
3. supporting or protecting local heritage and culture
4. strengthening community institutions, governance and leadership capacity
5. increasing community volunteering
6. the degree to which the project delivers benefits beyond the construction phase
7. addresses disadvantage within the community.

*In responding to this criterion you must provide evidence to support your claims; this can include letters of support, community consultation or socio economic data.*

Building a new Community and Civic Centre will make the Upper Lachlan Shire a more attractive place to live. Whilst the Centre will be located in Crookwell, an inner regional remoteness classification, it will service the northern outer regional section of the Shire. With current advances in technology allowing employees to work from their home location, the inclusion of 'smart work' meeting rooms will support and promote the Shire as an innovative and accommodating area to move to. In the 2011 census there was an increase in 'Professionals' working in the Shire. The Upper Lachlan Shire has also seen strong growth in the last 10 years above the state average of 1.4%. Teleworking benefits will include increased job satisfaction, improved work life balance, financial savings, reduced stress from commuting and a reduction in the need to relocate in order to find work. In 2011, 51% of the Shire's residents were employed locally which was a reduction from 2006.

Community benefits for the Upper Lachlan Shire include reductions in green house gas emissions, traffic congestion and fuel consumption and a decrease in unemployment. Employment opportunities will assist to address our SEIFA Index (996) as a disadvantaged community. The Upper Lachlan Shire has a lower average wage than the Australian average. Individual income/week is \$86 less, average household income/week is \$291 less and average family income/week is \$287 less. A larger percentage of residents in the Shire are on lower incomes compared with New South Wales. Crookwell is especially disadvantaged with a SEIFA score of 968. The Shire is rural in nature with 55.1% of residents active and registered for GST in Agriculture, Forestry and Fishing in 2015. The Upper Lachlan Shire is the largest agricultural zone in the ACT and Region and has just over 1000 agricultural businesses conducting operations over 553 ha. Farmers travel long distances to access Local Government Services in Crookwell and this brings them in contact with the community; creating connections and support systems. The provision of an efficient and effective service will increase the positive social outcomes of visiting Council.

The addition of community spaces in the centre will improve community connection and inclusion. The Council Chamber, meeting rooms, kitchenette and toilet facilities will be available for art shows, displays, meetings and conferences and will assist the Council to ensure equal opportunities for all residents, regardless of their background, so that they can achieve their full potential. The World Health Organisation believes that "Communities that enable all citizens to play a full and useful role in the social, economic and cultural life of their community are likely to be healthier than those where people face insecurity, exclusion and deprivation." (2003)

Community gatherings will increase social inclusion and belonging and provide a venue for many of the Shire's Volunteers to partake in leadership skills training, district conferences and remote learning. Centrally located in the region, the Shire has the capacity to bring Rotary and Lions regional conferences to Crookwell, hold governance and leadership conferences and boost social participation and shared responsibilities in the community. UNESCO's 'Inclusion through Access to Public Space' says that "accessible public buildings for cultural and religious practices need to be integrated in inclusive urban planning... Such gathering spaces allow for social mixing, civic

participation, recreation, and a sense of belonging.

The 'barn style' architecture of the new Community and Civic Centre is sympathetic to the local heritage and culture. Designed with a wide, veranda-like entrance, the building will make use of local stone. Local culture will be supported by the availability and accessibility of community spaces for a heritage museum and artistic and cultural displays. The aesthetic appeal of the Centre will greatly enhance the town of Crookwell and will make coming in to Council for services easier for the elderly and disabled alike.

As a large employer in Crookwell, creating a welcoming, comfortable and efficient building for Council staff is important part of the social wellbeing of the community. The bulk of Council employees are drawn from the local community.

The building of a Community and Civic Centre is aligned to our Community Strategic Plan Vision 2013 which caters for a diverse community with a strategy for an ageing population.

Attachments: Demographic Information, Letters of Support, Community Consultation

### Merit criterion three - Value for money (5 points)

#### The value for money offered by your project \*

You may demonstrate the value for money through identifying:

1. the extent to which the project leverages additional funding (this includes cash contributions above the co-funding requirement and in-kind contributions)
2. the extent to which the project leverages additional partnerships
3. the likelihood of the project going ahead without the grant funding. Explain how the grant will impact the project in terms of size, timing and reach.

The Upper Lachlan Shire allocated \$150,000 in the 2016/17 Operational Plan to the project to work with an architect and complete designs and plans and obtain a quantity surveyor report. A business plan has been written for the project and Council has recently contracted a business to complete an up to date feasibility study (a Feasibility Report was completed in 2009).

Contribution from the Upper Lachlan Shire Council to this project is the land valued at \$765,000.

The Upper Lachlan Shire Council is applying for exceptional circumstances co-funding exemption due to natural disasters, limited financial capacity and impact of industry decline.

The Building Better Regions funding is critical to the viability of the project. Failure to secure funding from BBRF will result in the Upper Lachlan Shire Council continuing to seek funding from other sources for the project. It will delay the project but not reduce the size as Council have determined the importance of community space in the project. Timing will be delayed on the project until funding has been secured.

Attachments: Valuation Administration Land and Buildings, Letter confirming contribution, Allocation of \$150,000 for Project Investigation

### Merit criterion four - Project delivery (5 points)

#### Your capacity, capability and resources to carry out the project \*

You may demonstrate this through identifying:

1. your readiness to commence the project with appropriate approvals planned for or in place
2. your track record with similar projects including managing similar grant funding
3. your access to people with the right skills and experience
4. your access to infrastructure, capital equipment, technology, intellectual property
5. how you will operate and maintain the infrastructure and benefits of the project
6. a detailed project plan which includes addressing
  - scope
  - implementation methodology and how you will manage project dependencies

- timeframes
- budget/costing
- risk.

In responding to this criterion you must attach a detail project management plan. Your plan can be uploaded into the folder created for this application.

The Upper Lachlan Shire Council has a history of completing large projects in time and within budget. A similar project is the Gunning Reservoir and Water Treatment Plant which cost \$10.8M and was completed in April 2014. We are currently completing the Crookwell Water Treatment Plant which included a grant from the State Government of \$6M and Upper Lachlan Funds of \$1M.

Our Director of Works has 20 years experience in managing large projects and will oversee the process and liaise with the architect. It is envisaged that the architects will be contracted to manage the project.

The necessary components of the project will be procured utilising Upper Lachlan Shire Council's Procurement Policy. The policy has been developed to ensure compliance with Section 55 of the N.S.W. Local Government Act and various N.S.W. and Australian Government requirements.

The project will be procured by inviting public tenders utilising the Tenderlink Portal. The documents for the Request for Tenders (RFT) will be comprised of drawings that have been prepared by Council's architects (Dutallis Architects) and a specification that is under preparation. The tenders will be assessed using Price and Non Price criteria as outlined in the procurement policy. The use of the Tenderlink portal ensures fairness to all involved as it records (and organises) all communications between the principal and potential tenderers.

Tenderers will be required to identify the origins of all materials used. They will also be required to quantify the value of the project in terms of local (and indigenous) employment and business (local or otherwise) that will be created by the project.

Full Project Management Plans will also be required from the successful tenderer. Council has supplied a Scope of Works and Gantt Chart with time frames for the purposes of this application. Budget costings have been based on the Quantity Surveyors costs for the project. DA approval is factored in to the time frame.

The Upper Lachlan Shire Council uses the Infrastructure Plan 2015-2025 to guide asset maintenance. The first year after completion, the building will be maintained under the defects liability period of the contractor. It is expected that, within the first 5 years of completion, there will be minimal maintenance on the new building however this and future maintenance will be managed under a specific Building Management Plan for the Community and Civic Centre.

The ongoing maintenance and operational costs of this new building are expected to reduce due to the application of energy renewable resources.

We are registered for GST.

Attachments: Financial Statements, Evidence of Capacity, ULSC Community and Civic Centre Works Program, Risk Register, Procurement Policy, Asset Maintenance Plan, Scope of Works, Quantity Surveyor Report

## Supporting documents

### Supporting documents

Earlier in your application you were sent an email prompting you to log into your Office365 account to allow you to upload documents to support your case for funding.

A checklist of your mandatory and optional documents is below.

#### Mandatory documents

*You must upload all mandatory documents to the Office365 folder before you submit this application form. If you do not include all mandatory documents, your application will be considered ineligible.*

Letters evidencing the cash or in-kind contribution from each contributing organisation or individual. They must be:

- On the organisation's letterhead
- Signed and dated by an authorised person
- Set out the value and timing of contributions and any conditions attached.

For Other Commonwealth government funding, a letter of offer or grant agreement would be acceptable.

☒ I have uploaded this attachment \*

Evidence to demonstrate your case for an exceptional circumstances exemption and evidence to demonstrate the capacity to maintain and fully utilise the project for five years.

☒ I have uploaded this attachment \*

Business case

☒ I have uploaded this attachment \*

Project Management Plan which addresses

- scope
- Implementation methodology
- timeframes
- budget/costing
- approvals

☒ I have uploaded this attachment \*

Asset Maintenance/ management plan which includes evidence of how you will maintain the asset in a viable and operational state for at least the period identified at section 9.4 of the Program Guidelines

☒ I have uploaded this attachment \*

Risk Management Plan

☒ I have uploaded this attachment \*

Cost benefit analysis

☒ I have uploaded this attachment \*

Procurement plan

☒ I have uploaded this attachment \*

**Optional documents**

*These are other documents that you may consider providing as part of your application.*

- Evidence to support your claims against the Merit Criteria
- Evidence to support your estimated project costs and any confirmed regulatory approvals, eg supplier quotes, contractor quotes, invoices, etc
- Supplementary diagrams supporting your project.

## Contact details

### Primary contact

Person authorised to act on behalf of the applicant. (Note: At least one phone number or mobile must be entered and all the remaining fields below are mandatory unless stated otherwise.)

Title

Mr

Given Name \*

John

Family Name \*

Bell

Position Title \*

General Manager

Please enter either a phone or mobile number \*

Phone

0248301000

Mobile

0418417005

Email \*

jbell@upperlachlan.nsw.gov.au

Provide the postal address of the primary contact.

Google Places - start entering your address to search Google Places and if found will auto fill the fields below. If not found, please enter the address details directly in the fields below.

Address Line 1 \*

PO Box 42

Address Line 2

Address Line 3

Suburb \*

Gunning

State \*

NSW

Postcode \*

2581

Is the applicant the primary contact's employer? \*

☒ Yes

☐ No

### Feedback

How did the applicant hear about the program? \*

- ☐ Advertisement
- ☐ Attend Public Forum
- ☐ Call Centre
- ☒ Direct Mail / Email
- ☐ Industry Group
- ☐ Internet
- ☐ Newspaper / Magazine
- ☐ Word of mouth
- ☐ Social Media
- ☐ Other

## Applicant declaration

### Privacy and confidentiality provisions

I acknowledge that this is an Australian Government program and that the department will use the information I provide in accordance with the following:

- [Australian Government Public Data Policy Statement](#),
- [Commonwealth Grants Rules and Guidelines](#),
- [Program Guidelines](#),
- applicable Australian laws.

Accordingly, I understand that the department may:

1. share information in this application with other government agencies:
  - (a) for purposes directly related to the administration and governance of the Program;
  - (b) for any purposes including government administration, research or service delivery; and

2. publish non-sensitive information in this application in the public domain, including on the department's website;

unless otherwise prohibited by law.

I understand that where I am successful in obtaining a financial grant, the financial information that I provide for the purposes of payment will be accessible to Departmental staff and staff members and will be adapted and modified to be made suitable for use in the Department's accounts payable software system.

I confirm that I have read and understood the privacy, confidentiality and disclosure provisions outlined in the [Program Guidelines](#).

☒ By checking this box I agree to all of the above declarations and confirm all of the above statements to be true \*

### Applicant declaration

I declare that I have read and understood the [Program Guidelines](#).

I declare that the proposed project outlined in this application and any associated expenditure has been endorsed by the applicant's Board or person with authority to commit the applicant to this project.

I declare that the information contained in this application together with any statement provided is, to the best of my knowledge, true, accurate and complete. I also understand that giving of false or misleading information is a serious offence under the *Criminal Code 1995* (Cth).

I declare that the applicant will comply with, and require that its subcontractors and independent contractors comply with, all applicable laws and regulations including the Building Code and WHS Schemes.

I understand that I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the Department of Industry, Innovation and Science (the department) may, during the application process, consult with other government agencies, including State and Territory government agencies, about the applicant's claims and may also engage external technical or financial advisors to advise on information provided in the application.

I acknowledge that if the Department is satisfied that any statement made in an application is incorrect, incomplete, false or misleading the Department may, at its absolute discretion, take appropriate action. I note such action may include excluding an application from further consideration; withdrawing an offer of funding; using the information contained in the application for a fraud investigation that would be consistent with the Australian Government's Investigations Standard and Fraud Control Guidelines and for management purposes and/or terminating any Agreement between the Commonwealth and the recipient including recovering funds already paid.

I agree to participate in the periodic evaluation of the services undertaken by the department.

I declare that I am authorised to complete this form and to sign and submit this declaration on behalf of the applicant.

I declare that I have in place the appropriate arrangements to manage project partners.

I approve of the information in this application being communicated to the department in electronic form.

☒ By checking this box I agree to all of the above declarations and confirm all of the above statements to be true \*

☒ By including my name in this application it is deemed to be my signature for the purpose of this application \*

State your name \*

Linus Nesbitt-Hawes

State your email address \*

lnesbithawes@upperlachlan.nsw.gov.au



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## Questions With Notice - 15 December 2016

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**ITEM 17.5**                      **Community and Civic Centre**

**AUTHOR**                      **Councillor Ron Cummins**

### **COMMUNITY AND CIVIC CENTRE**

Can the General Manager advise the newly elected Councillors how long the previous Council has been negotiating with the Hon. Pru Goward MP, Member for Goulburn to obtain funding for the construction of new Council Chambers?

Will the General Manager also advise the newly elected Councillors if the previous Council budgeted for or expended any funds for the investigation into or works associated with that project?

### **GENERAL MANAGERS COMMENTS**

In accordance with the adopted minutes of the Council Meeting held on 23 March 2006 under the Confidential Section of the Business paper it was moved by Councillor Martin and seconded by Councillor Shaw "that Council receives and notes the report as information and instructs the General Manager to pursue all avenues of funding for the proposed new Civic offices".

Following her election to NSW Parliament in March 2007, Council wrote to the Hon Pru Goward, MP on 18 May 2007 seeking the Member for Goulburn's support in obtaining funding for the proposed Council Offices/Chambers.

The previous Council in adopting the Operational Plan for 2016/2017 allocated an amount of \$150,000 in the 2016/2017 budget to investigate and design a new Community and Civic Centre in Crookwell.

**UPPER LACHLAN SHIRE COUNCIL**  
**MINUTES OF THE**  
**ORDINARY MEETING OF COUNCIL**  
**HELD IN THE COUNCIL CHAMBERS**  
**ON 16 JUNE 2016**

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**ITEM 11.4            INTEGRATED PLANNING AND REPORTING - ADOPTION OF  
2016/2017 COUNCIL PLANS**

**159/16            RESOLVED by Clr Barlow and Clr McCormack**

1. Council, in accordance with the Integrated Planning and Reporting legislative requirements, in Section 402-406, of the Local Government Act 1993, resolve to adopt the following Strategic Plans:-
  1. Community Strategic Plan 'Vision 2023';
  2. Operational Plan 2016/2017;
  3. Long Term Financial Plan 2016-2026;
  4. Workforce Plan 2016/2017 – 2019/2020;
  5. Delivery Program 2016/2017 – 2019/2020;
  6. Infrastructure Plan 2016-2026; and
  7. Social and Community Plan 2013-2018.
2. Council approves expenditure and votes money according to the integrated financial budget contained within Council's 2016/2017 Operational Plan as amended.
3. Council make the Revenue Policy, including Fees and Charges, and operational and capital budget as outlined in the 2016/2017 Operational Plan. The net consolidated operating result is a budget surplus, before capital grants and contributions, totalling \$2.1 million.
4. Council in accordance with Section 506, of the Local Government Act 1993, and the Office of Local Government NSW advice, and in accordance with the Independent Pricing and Regulatory Tribunal of NSW determination, hereby adopt a 1.80% permissible General Ordinary Rates Increase for 2016/2017.
5. Council in accordance with Section 566 (3), of the Local Government Act 1993, hereby resolves that the Interest Rate to apply for 2016/2017 to all overdue Rates and Charges be calculated at the maximum permissible Interest Rate of 8%, calculated on a daily basis, as determined by the Office of Local Government NSW.

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This is page ELEVEN of the Minutes of the ORDINARY MEETING OF COUNCIL  
Held on 16 JUNE 2016 Confirmed on 21 JULY 2016

**UPPER LACHLAN SHIRE COUNCIL**  
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6. Under the Local Government Act 1993, pursuant to Sections 535, 537 and 543 (1), Council make a general ordinary rate Ad-Valorem of 0.0031430 for Farmland Rating Category inclusive of a Base Amount of \$370.00 per Assessment being 22% of the total amount payable for land categorised as Farmland, for the year 2016/2017.
7. Under the Local Government Act 1993, pursuant to Sections 535, 537 and 543 (1), Council make a general ordinary rate Ad-Valorem of 0.0038090 for the Residential Rating Category inclusive of a Base Amount of \$230.00 per Assessment being 42% of the total amount payable for land categorised as Residential, for the year 2016/2017.
8. Under the Local Government Act 1993, pursuant to Sections 535, 537 and 543 (1), Council make a general ordinary rate Ad-Valorem of 0.0035920 for the Residential – Non Urban Rating Category inclusive of a Base Amount of \$230.00 per Assessment being 35% of the total amount payable for land categorised as Residential – Non Urban, for the year 2016/2017.
9. Under the Local Government Act 1993, pursuant to Sections 535, 537 and 543 (1), Council make a general ordinary rate Ad-Valorem of 0.0098120 for the Business – Crookwell Rating Category inclusive of a Base Amount of \$230.00 per Assessment being 26% of the total amount payable for land categorised as Business - Crookwell, for the year 2016/2017.
10. Under the Local Government Act 1993, pursuant to Sections 535, 537 and 543 (1), Council make a general ordinary rate Ad-Valorem of 0.0064560 for the Business – Gunning Rating Category inclusive of the Base Amount of \$230.00 per Assessment being 35% of the total amount payable for land categorised as Business – Gunning for the year 2016/2017.
11. Under the Local Government Act 1993, pursuant to Sections 535, 537 and 543 (1), Council make a general ordinary rate Ad-Valorem of 0.0064560 for the Business – Taralga Rating Category inclusive of the Base Amount of \$230.00 per Assessment being 33% of the total amount payable for land categorised as Business – Taralga for the year 2016/2017.
12. Under the Local Government Act 1993, pursuant to Sections 535, 537 and 543 (1), Council make a general ordinary rate Ad-Valorem of 0.0272400 for the Business – General Rating

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**UPPER LACHLAN SHIRE COUNCIL**  
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Category inclusive of the Base Amount of \$230.00 per Assessment being 5% of the total amount payable for land categorised as Business – General for the year 2016/2017.

13. Under the Local Government Act 1993, pursuant to Sections 535, 537 and 543 (1), Council make a general ordinary rate Ad-Valorem of 0.0098850 for the Mining Rating Category inclusive of the Base Amount of \$230.00 per Assessment being 8% of the total amount payable for land categorised as Mining for the year 2016/2017.
14. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Crookwell Water Supply Annual Charge subject to a Water Access Fee of \$420.00 and a Water Availability Charge of \$420.00, for the year 2016/2017.
15. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Taralga Water Supply Annual Charge subject to a Water Access Fee of \$420.00 and a Water Availability Charge of \$420.00, for the year 2016/2017.
16. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Dalton Water Supply Annual Charge subject to a Water Access Fee of \$420.00 and a Water Availability Charge of \$420.00, for the year 2016/2017.
17. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Gunning Water Supply Annual Charge subject to a Water Access Fee of \$420.00 and a Water Availability Charge of \$420.00, for the year 2016/2017.
18. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Gunning Sewerage Supply Access Charge of \$752.00 per Assessment categorised as Residential Occupied and an Access Charge of \$493.00 for Residential Unoccupied, for the year 2016/2017.
19. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Gunning Sewerage Supply Best Practice Pricing Access Charge per Assessment categorised as Non-Residential and Business of \$752.00, a Sewerage Discharge Factor of 0.77 and a Usage Charge of

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**UPPER LACHLAN SHIRE COUNCIL**  
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**ON 16 JUNE 2016**

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\$2.82, for the year 2016/2017.

20. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Gunning Sewerage Supply Best Practice Pricing Access Charge per Assessment categorised as Churches / Schools / Hospitals / Nursing Homes and Parks of \$752.00, a Sewerage Discharge Factor of 0.50 and a Usage Charge \$2.82, for the year 2016/2017.
21. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Gunning Sewerage Supply Best Practice Pricing Access Charge per Assessment categorised as Commercial of \$752.00, a Sewerage Discharge Factor of 0.60 and a Usage Charge of \$2.82, for the year 2016/2017.
22. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Crookwell Sewerage Supply Access Charge of \$752.00 per Assessment categorised as Residential Occupied and an Access Charge of \$493.00 for Residential Unoccupied, for the year 2016/2017.
23. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Crookwell Sewerage Supply Best Practice Pricing Access Charge per Assessment categorised as Commercial of \$752.00, a Sewerage Discharge Factor of 0.60 and a Usage Charge of \$2.82, for the year 2016/2017.
24. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Crookwell Sewerage Supply Best Practice Pricing Access Charge per Assessment categorised as Non-Residential and Business of \$752.00, a Sewerage Discharge Factor of 0.77 and a Usage Charge of \$2.82, for the year 2016/2017.
25. Under the Local Government Act 1993, pursuant to Sections, 535, 543 (1), 501 and 552, Council make a Crookwell Sewerage Supply Best Practice Pricing Access Charge per Assessment categorised as Churches / Schools / Hospitals / Nursing Homes and Parks of \$752.00, a Sewerage Discharge Factor of 0.50 and a Usage Charge of \$2.82, for the year 2016/2017.
26. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Taralga Sewerage

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This is page FOURTEEN of the Minutes of the ORDINARY MEETING OF COUNCIL  
Held on 16 JUNE 2016 Confirmed on 21 JULY 2016

**UPPER LACHLAN SHIRE COUNCIL**  
**MINUTES OF THE**  
**ORDINARY MEETING OF COUNCIL**  
**HELD IN THE COUNCIL CHAMBERS**  
**ON 16 JUNE 2016**

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Supply Access Charge of \$752.00 per Assessment categorised as Residential Occupied and an Access Charge of \$493.00 for Residential Unoccupied, for the year 2016/2017.

27. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Taralga Sewerage Supply Best Practice Pricing Access Charge per Assessment categorised as Non-Residential and Business of \$752.00, a Sewerage Discharge Factor of 0.77 and a Usage Charge of \$2.82, for the year 2016/2017.
28. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1), 501 and 552, Council make a Taralga Sewerage Supply Best Practice Pricing Access Charge per Assessment categorised as Commercial of \$752.00, a Sewerage Discharge Factor of 0.60 and a Usage Charge of \$2.82, for the year 2016/2017.
29. Under the Local Government Act 1993, pursuant to Sections, 535, 543 (1), 501 and 552, Council make a Taralga Sewerage Supply Best Practice Pricing Access Charge per Assessment categorised as Churches / Schools / Hospitals / Nursing Homes and Parks of \$752.00, a Sewerage Discharge Factor of 0.50 and a Usage Charge of \$2.82, for the year 2016/2017.
30. Under the Local Government Act 1993, pursuant to Sections, 535, 543 (1), and 496, Council make a shire wide Domestic Waste Management Service Charge of \$417.00 per service (being 1 x 120 litre bin pickup service per week and a 1 x 240 litre recycling bin pickup service per fortnight), for the year 2016/2017.
31. Under the Local Government Act 1993, pursuant to Sections, 535, 543 (1), and 496, Council make a shire wide Domestic Waste Management Availability Charge of \$163.00 per Rateable Assessment. This annual charge is for each vacant property that is categorised as Residential and is in the pickup service area, for the year 2016/2017.
32. Under the Local Government Act 1993, pursuant to Sections, 535, 543 (1), and 501, Council make a Commercial Waste Service Charge (being a 1 x 240 litre bin weekly pickup service for general waste and a 1 x 240 litre bin weekly pick up service for recyclables) of \$494.00 per service for each rateable Assessment categorised as Business – Gunning, Business –

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This is page FIFTEEN of the Minutes of the ORDINARY MEETING OF COUNCIL  
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**UPPER LACHLAN SHIRE COUNCIL**  
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Taralga and Business – Crookwell, for the year 2016/2017.

33. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1) and 501, Council make a Commercial Waste Availability Charge of \$163.00 per Assessment for Rateable Assessments categorised as Business – Gunning, Business – Taralga and Business – Crookwell, for the year 2016/2017.
34. Under the Local Government Act 1993, pursuant to Sections 535, 543 (1) and 501, Council make a Rural Waste Annual Charge of \$179.30 per Rateable Assessment categorised as Farmland, Residential – Non Urban, and Residential, for properties that do not have a Domestic Waste Management Charge and do not have a Domestic Waste Management Availability Charge for the year 2016/2017.
35. Under the Local Government Act 1993, pursuant to Sections, 535, 543 (1), and 496A, Council make a Stormwater Management Annual Charge for the towns of Taralga, Crookwell, Gunning and Collector of \$25.00 per Rateable Assessment categorised as Residential, for the year 2016/2017.
36. Under the Local Government Act 1993, pursuant to Sections, 535, 543 (1), and 496A, Council make a Stormwater Management Annual Charge for the towns of Taralga, Crookwell, Gunning, and Collector of \$50.00 per Rateable Assessment categorised as Business – Gunning, Business – Taralga, and Business – Crookwell, for the year 2016/2017.
37. Under the Local Government Act 1993, pursuant to Section 502, Council make a Water Supply User Pay Consumption Charge for the towns of Taralga, Crookwell, Gunning and Dalton. The charge Tariff 1 - \$2.82 per kilolitre consumed up to a maximum of 200 kilolitres and charge for Tariff 2 - \$3.74 per kilolitre consumed above 200 kilolitres, for the year 2016/2017.

- CARRIED



# INFRASTRUCTURE PLAN 2015 – 2025

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## 2. EXECUTIVE SUMMARY

The Upper Lachlan Shire Council provides an extensive range of infrastructure assets comprising roads, footpaths, kerb and gutter, stormwater, water and sewerage, buildings, recreation facilities and plant and equipment to provide a safe environment for all to enjoy the unique character of this area of New South Wales.

Upper Lachlan is working on a new asset management structure; a number of detailed documents will be incorporated into this document over time. The implementation will be staged over a number of years. Resources were allocated in early 2015 to align the Resourcing strategy elements, and make improvements in asset management maturity level to enable Council's reporting to be consistent and show a realistic financial and service level position.

This Plan is using data from 2010 "fair value" valuations of the Transport infrastructure asset class, such as Roads, Bridges, Footpaths, and Kerb and Gutter. The 2014/2015 financial year will see the revaluation of the transport infrastructure asset network by engineering consultants, Jeff Roorda and Associates (JRA).

The Upper Lachlan Shire Council's Infrastructure assets consist of:-

- Roads Approximately 1,982 km
- Bridges / Culverts 214 structures
- Footpaths 15.8 km (26,783m<sup>3</sup>)
- Kerb and Gutter 38.8 km
- Reticulation (Water Supply/Sewerage Services) 107.7 km
- Other assets; including Stormwater, Drainage 4.6 km

### VALUE OF THE INFRASTRUCTURE ASSET CLASSES

- The values of the infrastructure covered by this Plan are identified in the following table:-

INFRASTRUCTURE	FAIR VALUE 30 June 2014 ('\$000)
Roads – Sealed and Unsealed Roads	\$366,801
Bridges – Concrete, Timber and Culvert	\$47,832
Water Supplies	\$33,368
Sewerage Services	\$21,675
Buildings	\$43,733
Other Structures	\$4,850
Urban Stormwater	\$2,441
Footpath	\$1,692
Land – Operational and Community	\$5,585
<b>TOTAL</b>	<b>\$527,977</b>

There are two key indicators of cost to provide the Infrastructure Asset services:-

- The life cycle cost being the average cost over the life cycle of the asset, and
- The total maintenance and capital renewal expenditure required to deliver existing service levels in the next 10 years covered by the Council's long term financial plan.

### 3. INTRODUCTION

The Upper Lachlan Shire Council has invested significant funds in infrastructure assets over many years in order to service the needs and enhance the quality of life of the communities with the Local Government Area (LGA).

The importance of these assets to our community and their significance in relation to Upper Lachlan Shire Council's budget means that asset management must be a critical part of Council's planning and service delivery. This means that the effective management of assets has a direct relationship to the asset's ability to deliver services to a defined standard.

Management of Infrastructure Assets is a proactive, rather than reactive, discipline for the management of Council assets and facilities and utilises data to determine:-

- What infrastructure Council has?
- What condition the infrastructure is in, and therefore its expected life?
- How much is required to maintain a certain service level?
- Can Council afford this level of service with current funding levels?
- If not, how does Council intend to manage this Gap (i.e. reduce service levels, increase funding, dispose of assets, or lobby for additional grants from other tiers of Government)

A formal approach to the management of infrastructure assets is essential in order to provide services in the most cost-effective manner, and to demonstrate this to customers, investors and other stakeholders. This infrastructure management plan covers the following infrastructure asset classes:-

ITEM	INFRASTRUCTURE GROUP
Transport	<p>All the components and facilities associated with the Road network. These can be categorised into the following groups:-</p> <ul style="list-style-type: none"> <li>• Roads (components include Surface, Pavement, and Earthworks)</li> <li>• Footpaths</li> <li>• Bridges and Culverts</li> <li>• Kerb and Guttering</li> </ul>
Water Supply	<p>Council has a large water supply network that distributes water from various dams, reservoirs, and bore fields to the villages of Gunning, Dalton, Crookwell and Taralga. The components for water include:-</p> <ul style="list-style-type: none"> <li>• Bores</li> <li>• Dams</li> <li>• Pump Stations</li> <li>• Reticulation</li> <li>• Water Treatment Plants</li> <li>• Reservoirs</li> <li>• Telemetry</li> </ul>
Sewerage	<p>Council runs Sewerage systems at Gunning, Crookwell and Taralga. The components for sewer include:-</p> <ul style="list-style-type: none"> <li>• Sewerage Treatment Works</li> <li>• Reticulation</li> <li>• Pump Stations</li> </ul>
Buildings	<p>Council has a significant number of buildings. These buildings can be categorised into the following groups:-</p> <ul style="list-style-type: none"> <li>• Offices / Chambers</li> <li>• Halls</li> <li>• Amenities</li> <li>• Residential Houses</li> </ul>

	<ul style="list-style-type: none"> <li>• RFS / Emergency Services</li> <li>• Museums</li> <li>• Libraries</li> <li>• Recreation</li> <li>• Community Centres</li> </ul>
Land	<p>Although land is an asset that generally does not depreciate, it is important to know what land Council has, and to determine if they provide a continuing benefit to the community.</p> <p>Land can be defined in the following categories:-</p> <ul style="list-style-type: none"> <li>• Freehold - Operational Land</li> <li>• Trust – Community Land</li> <li>• Crown – Community Land</li> <li>• Land Under Roads</li> </ul>
Recreation	<p>The recreation category includes sporting fields, parks and swimming pools.</p> <ul style="list-style-type: none"> <li>• Swimming Pools</li> <li>• Sporting fields</li> <li>• Parks</li> <li>• Play equipment</li> <li>• Furniture (includes bins, signs, tables, chairs, etc)</li> </ul>
Urban Stormwater	<p>The Urban Stormwater portfolio includes all the urban networks to carry water flows. This portfolio includes:-</p> <ul style="list-style-type: none"> <li>• Stormwater pipes</li> <li>• Culverts</li> </ul>
Other	<p>This final group captures the assets that are not recorded in the other portfolios includes:-</p> <ul style="list-style-type: none"> <li>• Computers and Office Equipment</li> <li>• Plant and Equipment – Light and Heavy Vehicles</li> <li>• Cemeteries</li> <li>• Furniture and Fittings</li> <li>• Other Structures</li> </ul>

## INTEGRATION OF ASSET MANAGEMENT AND COUNCIL'S FUTURE DIRECTION

Council prepares a ten year Community Strategic Plan on behalf of the community in the Upper Lachlan LGA. The purpose of the Plan is to identify the community's main priorities and aspirations for the future and plan strategies to achieve these goals.

Eight aspirations form the basis of the Community Strategic Plan; the Infrastructure Plan integrates with five of the aspirations:-

- 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
- Responsible and efficient use of resources

The implementation of the Infrastructure Plan and supporting sections will contribute the following Strategies of the Community Strategic Plan:-

- To provide infrastructure and service required by the community
- To plan for infrastructure and service provision
- Asset Management – to continually upgrade infrastructure and services

The benefits of an improved infrastructure management strategy are:-

- Improved governance and accountability
- Enhanced service management and customer satisfaction
- Improved risk management
- Improved financial efficiency
- More sustainable decisions

**Council's vision is:-**

*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 a sense of belonging in our community*

**Council's mission is:-**

*To provide services and facilities to enhance the quality of life and economic viability within the Council area*



#### 4. LEGISLATIVE REQUIREMENTS

Council is required to comply with the following legislation and standards in relation to asset management.

##### ACCOUNTING REGULATION

The Local Government Act 1993 and the Office of Local Government, Local Government Code of Accounting Practice and Financial Reporting, prescribe the format of the Financial Statements. Also, the following Australian Accounting Standards apply to local government infrastructure:-

- AASB 116      Property, Plant and Equipment
- AASB 136      Impairment of Assets
- AASB 137      Provisions, Contingent Liabilities and Contingent Assets

##### LOCAL GOVERNMENT ACT 1993

Section 8 - the Council Charter is:-

- To directly or on behalf of other levels of government provide (after due consultation) adequate, equitable and appropriate services and facilities for the community and to ensure that those services and facilities are managed efficiently and effectively
- To bear in mind that it is the custodian and trustee of public assets and to effectively plan for, account for and manage the assets for which it is responsible
- To engage in long term strategic planning on behalf of the local community

**Section 403 (2)**

Asset Management Planning – included in Council's resourcing strategy for the provision of resources required to implement the Community Strategic Plan, this comprises the Asset Management Strategy and Plan.

**WORK, HEALTH AND SAFETY ACT 2011**

The WH&S Act promotes improved standards for workplace safety and welfare. The Act places obligations on employers to provide a safe working environment (including plant maintenance) for its employees and to ensure that they are adequately trained and that the plant they use is safe and fit for purpose.

**ROADS ACT 1993**

The Act specifies a new framework and principles for the management of the road network as well as specifying the rights and duties of road users, the roles and functions of road authorities and the preparation of Road Management Plans.

**ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979**

The Act specifies the framework that applies for planning the use, development and protection of land in the present and long-term interest of all members of the community.

**DISABILITY INCLUSION ACT 2014**

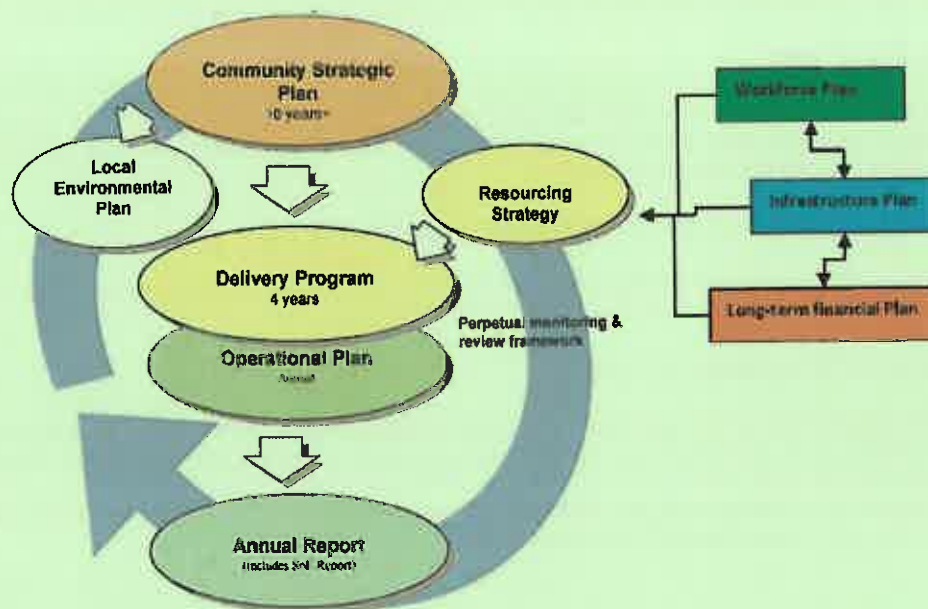
This Act requires Council to report that the service it provides aligns with the State Disability Inclusion Plan. S12 (1) Each public authority must, from the day prescribed by the regulations, have a plan (a *disability inclusion action plan*) setting out the measures it intends to put in place (in connection with the exercise of its functions) so that people with disability can access general supports and services available in the community, and can participate fully in the community.



## 5. COUNCIL'S PLANNING PROCESS

Council's planning process is continuous, allowing Council to implement its vision over the next ten years and further into the future. This longer term view is derived from Council's Community Strategic Plan and reflected in the Long Term Financial Plan. As infrastructure provides the platform for community wellbeing, economic development and environmental sustainability, asset management is a key feature of the planning framework and forms part of the resourcing strategy

The relationship between Upper Lachlan Shire Council's Community Strategic Plan and annual planning is shown below:-



Council's planning process provides an over-arching framework, under which key strategic components such as the Workforce Plan, Long Term Financial Plan and the Infrastructure Plan are developed.

### COUNCIL'S TRADITIONAL ASSET MANAGEMENT STRATEGY

Upper Lachlan Shire Council has managed its assets in a traditional manner by maintaining a technical list of assets divorced from any financial asset register, and monitored the condition of those assets based on an internal inspection standards. The internal standards identifies the frequency of intervention for any preventative or corrective maintenance action and applies that to its asset thereby treating each individual asset to some form of maintenance at a point in its life cycle that equates to that intervention period. These standards have no relationship to community expectations of service delivery of the asset nor does it allow for differing rates of deterioration of assets or a similar category.

### COUNCIL'S ADOPTED ASSET MANAGEMENT STRATEGY

This Infrastructure Plan details how Council will meet its commitments stated in the Asset Management Policy which was adopted by Council in 2009, and revised in 2013. Council allocates significant funds to the improvement of its asset base. In 2014/2015 approximately 33% of the funds allocated by Council are directed to asset renewals or improving the level of service provided by existing assets.

### IMPLEMENTATION FRAMEWORK

The philosophies underpinning the development and implementation of asset management within Upper Lachlan Shire Council are as follows:-

- Involvement of all stakeholders (including the community, elected Councillors and staff, Government Departments) in the development of strategies, policies and service standards, the delivery of services and in the decision making of relevant matters concerning Council's infrastructure

- Adoption and implementation of best practice asset management
- Achievement and maintenance of financial sustainability of all Council assets
- Managers responsible for delivering a service will also be responsible for the management and care of assets involved in the delivery of their services
- Asset management is not a standalone function but must be integrated in the delivery of service
- Asset management is a corporate tool and is supported by the entire organisation

The following principles guide Council and its staff in making decisions and formulating policies and strategies:-

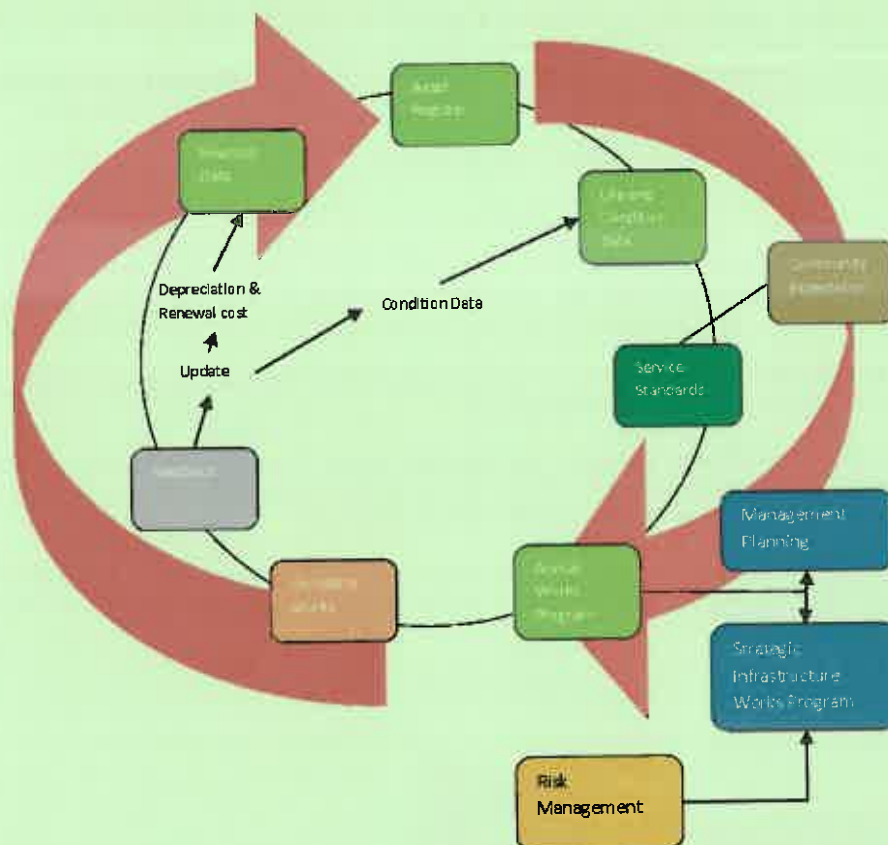
- Funds will be allocated to asset categories based on assessments of community need, community satisfaction, utilisation of the asset, importance of the asset to the community and Council, risk, impact on the environment and other matters generally in accordance with quadruple bottom line analysis
- An integrated planning approach will be used to obtain the best outcomes for the community and Council in relation to asset management

The current responsibilities of asset management within Council are detailed in Council's Asset Management Policy. Implementation of this Policy is the responsibility of the Director of Works and Operations in consultation with Works and Operational Managers.

This Infrastructure Plan and supporting appendices will be reviewed by Managers' and the Asset and Risk Coordinator on an annual basis. The Director of Works and Operations is responsible for the review and amendment of this Plan.



## ASSET MANAGEMENT CYCLE



The above diagram outlines the Asset Management Cycle for adoption by Council that supports this Asset Management Plan. The principles embodied in the cycle support community based service delivery expectations of asset functions and provide continual up to date information on Council's asset base. This information pertains to each individual asset's condition, financial status, service delivery capacity and depreciated position.

This cycle will allow the organisation to provide asset data to the elected Council and the community on the service delivery capacity of its assets the true asset category condition and Council's true depreciation position. It will allow renewal budgets to be based on holistic infrastructure data allowing funding distribution to more closely reflect infrastructure condition and community expectation.

Details of each of the management cycle items shall be developed as this strategy matures in future revisions.

## ASSET MANAGEMENT MATURITY OF UPPER LACHLAN SHIRE COUNCIL

Section	Maturity Description
AM Policy Development	<b>Minimum</b> – Corporate expectations expressed informally and simply e.g. "all departments must update AM Plans every three years"
Levels of Service and Performance Management	<b>Minimum</b> - Asset Contribution to organisation's objectives and some basic levels of service have been defined
Demand Forecasting	<b>Minimum</b> – Demand forecasts based on experienced staff predictions with consideration of known past demand trends and likely future growth patterns
Asset Register Data	<b>Core</b> – Sufficient information to complete asset valuation – as for 'minimum' plus replacement cost and asset age/life. Asset hierarchy, asset identification and asset attribute systems documented

Asset Condition	<b>Minimum</b> – Condition assessment at asset group level. Supports minimum requirements for managing critical assets and statutory requirements (e.g. safety)
Risk Management	<b>Minimum</b> – Critical assets understood by staff involved in maintenance / renewal decision
Decision Making	<b>Minimum</b> - AM decisions based on staff judgment and agreed corporate priorities
Operational Planning	<b>Minimum</b> – Operational responses are understood by key staff, but plans may not be well-documented, mainly reactive in nature. Asset utilisation is measured of some key assets but is not routinely analysed
Maintenance Planning	<b>Minimum</b> - Organisational Objectives and how asset functions support these are understood. Compliant with legislation and regulations. Maintenance records maintained
Capital Works Planning	<b>Minimum</b> – There is a schedule of proposed capital projects and associated costs, based on staff judgment of future requirements
Financial and Funding Strategic	<b>Minimum</b> – Assets re-valued in compliance with financial reporting and accounting standards. 10 year financial forecasts are based on extrapolation of past trends and broad assumptions about the future.
AM Teams	<b>Minimum</b> – AM allocated primarily to one or two people who have AM experience
AM Plans	<b>Minimum</b> – Plan contains basic information on assets, service levels, planned works and financial forecast (5-10 years) and future improvements
Information System	<b>Minimum</b> – Asset register can record core asset attributes – size, material, etc. Asset information reports can be manually generated for AMP input
Service Delivery Mechanisms	<b>Minimum</b> – Service delivery roles clearly allocated (internal and external), generally following historic approaches
Quality Management	<b>Minimum</b> – Simple process documentation in place for service-critical activities
Improvement Planning	<b>Minimum</b> – improvement actions identified and allocated to appropriate staff

## 6. IMPEMENTATION OF THE STRATEGY

The implementation of the strategy will be demonstrated through the achievement of actions as outlined below. The asset management focus will change over time as the Council progresses through the asset management journey.

### ASSET MANAGEMENT FOCUS IN 2015/2016

- I. To communicate asset management practice changes to the organisation.
- II. Develop Asset Management Plans based on recommendations from Consultants.
- III. Improvements to data collection and updating asset systems.
- IV. Validate current attributes for Infrastructure Assets.
- V. Document procedure for data collection, analysis, and work scheduling.

### ACTION AREAS FOR 2015/2016

- I. Asset Knowledge / Data:
  - a. Develop processes to validated Road assets and attributes continuously.
  - b. Implement unique asset ID into Road register.
  - c. Standardised attribute field in all asset register; e.g. Condition 1-5.
  - d. Review Road asset segmentation, update to actual.
- II. Asset Knowledge Process:
  - a. Asset accounting / valuation written procedures to formalise process for Roads.
- III. Strategic Asset Planning Processes:
  - a. Strategic long term plan, preparation of a comprehensive transport Asset Management Strategy and Plan.
  - b. Risk management.

- IV. Operational and Maintenance work practices:
  - a. Develop a Risk based approach to classify Critical assets in each asset class.
  - b. Implement a record of assessment of an asset after capitalised work is completed.
- V. Information systems:
  - a. Develop one asset register for use; include process to record change in register.
  - b. System integration of financial and engineering updates to the asset register.
- VI. Organisation context:
  - a. Document structure review.
  - b. Develop a format to review and improve asset management practice.
  - c. Communication of asset management practice via awareness training linking to the Workforce Plan.

## 7. LEVEL OF SERVICE

### CURRENT LEVELS OF SERVICE

*"An objective of Asset management Planning is to match the level of service provided by the asset with the expectations of the customer. Asset Management Planning will enable the relationship between level of service and cost of service (the price/quality relationship) to be determined. This relationship can then be evaluated in consultation with customers to determine the optimum level of service that the community is prepared to pay for."* (Page 3.6, IIMM (2012))

Council has characterised service levels in two definitions aligned with IIMM. These two levels of service are a community level of service and a technical level of service.

Community levels of service relate to how the community receives or derives benefit from the service of each asset in terms of safety, quality, quantity, reliability and responsiveness.

Supporting the community service levels are operational or technical measures of service developed to ensure that the minimum community levels of service are met. These technical levels of service may relate to cost/efficiency and legislative compliance. These technical measures relate to service criteria such as:-

Service Criteria	Technical measures may relate to
Quality	Component deterioration
Quantity	Area of parks per resident
Availability	Number of users versus need
Safety	Pavement width and condition

### INFRASTRUCTURE SERVICE LEVELS

The following levels of service have been adopted for this Infrastructure Plan:-

#### (i) Sealed Roads

##### Notes:

- a) The level of service documents referred to hereunder have been developed in conjunction with the key performance indicators included in Council's Operational Plan.
- b) Council's response to customer requests will be recorded using Council's Customer Request Management (CRM) system.
- c) Road Safety issues relate to road related issues only (will not include speed, alcohol and other drug related incidents).

Key Performance Indicator	Level of Service	Performance Measure Process	Performance Target	Current Performance
Quality	Provide a smooth ride	Customer service requests	< 5 per month	> 5 per month
Function	Ensure roads meet user requirements for travel time and	Customer service requests	< 2 per month	> 2 per month

	availability			
<b>Safety</b>	Provide safe roads free from hazards	Number of injury accidents	< 2 per month	< 2 per month
<b>Maintenance Inspections</b>	Ensure condition of asset	Inspection records	State Roads inspected every week. Regional Roads inspected every 3 months. Local roads inspected every 3 months	State Roads inspected every week. Regional Roads inspected every 3 months. Local roads inspected every 3 months
<b>Maintenance Response</b>	Ensure road safety	Work records	State and Regional Roads within 1 day. Local roads within 5 days	State and Regional Roads within 1 day. Local roads within 5 days
<b>Cost</b>	Provide services in a cost effective manner	Maintenance cost per km	Within budget	Within budget

**(ii) Unsealed Roads**Notes:

- a) The level of service documents referred to hereunder have been developed in conjunction with the key performance indicators included in Council's Operational Plan.
- b) Council's response to customer requests will be recorded using Council's Customer Request Management (CRM) system.
- c) Road Safety issues relate to road related issues only (will not include speed, alcohol and other drug related incidents).

Key Performance Indicator	Level of Service	Performance Measure Process	Performance Target	Current Performance
<b>Quality</b>	Provide a smooth ride	Customer service requests	< 10 per month	< 10 per month
<b>Function</b>	Ensure roads meet user requirements for travel time and availability	Customer service requests	< 2 per month	> 2 per month
<b>Safety</b>	Provide safe roads free from hazards	Number of injury accidents	< 2 per month	< 2 per month
<b>Maintenance Inspections</b>	Ensure condition of asset	Inspection records	State Roads inspected every week. Regional Roads inspected every 3 months. Local roads inspected every 6 months	State Roads inspected every week. Regional Roads inspected every 3 months. Local roads inspected every 6 months
<b>Maintenance Response</b>	Ensure road safety	Work records	State and Regional Roads within 1 day. Local roads within 5 days	State and Regional Roads within 1 day. Local roads within 5 days
<b>Cost</b>	Provide services in a cost effective manner	Maintenance cost per km	Within budget	Within budget

**(iii) Footpaths**Notes:

- a) The level of service documents referred to hereunder have been developed in conjunction with the key performance indicators included in Council's Operational Plan.
- b) Council's response to customer requests will be recorded using Council's Customer Request Management (CRM) system.
- c) Council's footpath maintenance policy also applies.

d) Works carried out in this area are limited to the available budget.

Key Performance Indicator	Level of Service	Performance Measure Process	Performance Target	Current Performance
Quality	Provide a smooth surface	Customer service requests	< 10 per month	< 10 per month
Function	Provide access to and from CBD and public facilities	Access not provided	All residential areas serviced	Not all residential and commercial areas serviced
Safety	Provide footpaths free from hazards	Number of trips and falls	< 2 per month	< 2 per month
Maintenance Inspections	Ensure condition of asset	Inspection records	Inspected annually	Inspected annually
Maintenance Response	Ensure public safety	Work records	Within two days	Within two days
Cost	Provide services in a cost effective manner	Maintenance cost per km	Within budget	Within budget

(iv) **Kerb and Gutter and Stormwater**

Notes:

a) The level of service documents referred to hereunder have been developed in conjunction with the key performance indicators included in Council's Operational Plan.

b) Council's response to customer requests will be recorded using Council's Customer Request Management (CRM) system.

c) Works carried out in this area are limited to the available budget.

Key Performance Indicator	Level of Service	Performance Measure Process	Performance Target	Current Performance
Quality	Provide barrier to stormwater entering property	Customer service requests	< 2 per month	< 2 per month
Function	Provide mechanism to transport of stormwater	Access not provided	All stormwater directed to water course	Not all residential and commercial areas serviced
Safety	Provide unbroken kerb and gutter and drainage structures	Number of trips and falls	< 2 per month	< 2 per month
Maintenance Inspections	Ensure condition of asset	Inspection records	Annually	Annually
Maintenance Response	Ensure public safety	Work records	State and Regional Roads within 1 day. Local roads within 2 days	State and Regional Roads within 1 day. Local roads within 2 days
Cost	Provide services in a cost effective manner	Maintenance cost per km	Within budget	Within budget

(v) **Alternative Landing Area**

Notes:

a) The level of service documents referred to hereunder have been developed in conjunction with the key performance indicators included in Council's Operational Plan.

b) Council's response to customer requests will be recorded using Council's Customer Request Management (CRM) system.

Key Performance Indicator	Level of Service	Performance Measure Process	Performance Target	Current Performance
Quality	Provide a smooth surface	Customer service requests	Nil per month	Nil per month
Function	Provide safe aircraft access and egress	Access provided	Nil customer service requests	Nil customer service requests
Safety	Provide runway free from hazards	Number of accidents	Nil accidents	Nil accidents
Maintenance Inspections	Ensure condition of asset	Inspection records	As per policy	As per policy
Maintenance Response	Ensure public safety	Work records	As per policy	As per policy
Cost	Provide services in a cost effective manner	Maintenance cost per annum	Within budget	Within budget

## (vi) Buildings

Notes:

- The level of service documents referred to hereunder have been developed in conjunction with the key performance indicators included in Council's Operational Plan.
- Works carried out in this area are limited to the available budget.
- Councils Plans of Management detail further service and maintenance arrangements for public buildings owned and/or controlled by Council.

Key Performance Indicator	Level of Service	Performance Measure Process	Performance Target	Current Performance
Quality	Buildings suitable for purpose	Customer service requests	< 2 per asset per month	< 2 per asset per month
Function	Easy access and suitable for use	Customer service requests	< 2 per asset per month	< 2 per asset per month
Safety	Provide buildings free from hazards	Number of accidents	< 2 per asset per month	< 2 per asset per month
Maintenance Inspections	Ensure condition of asset	Inspection records	Buildings inspected once each year	Non - regular inspections undertaken
Maintenance Response	Ensure public safety	Work records	Within 3 days.	Within 5 days
Cost	Provide services in a cost effective manner	Maintenance cost per annum	Within budget	Within budget



Council Office, Gunning

Council Office, Crookwell

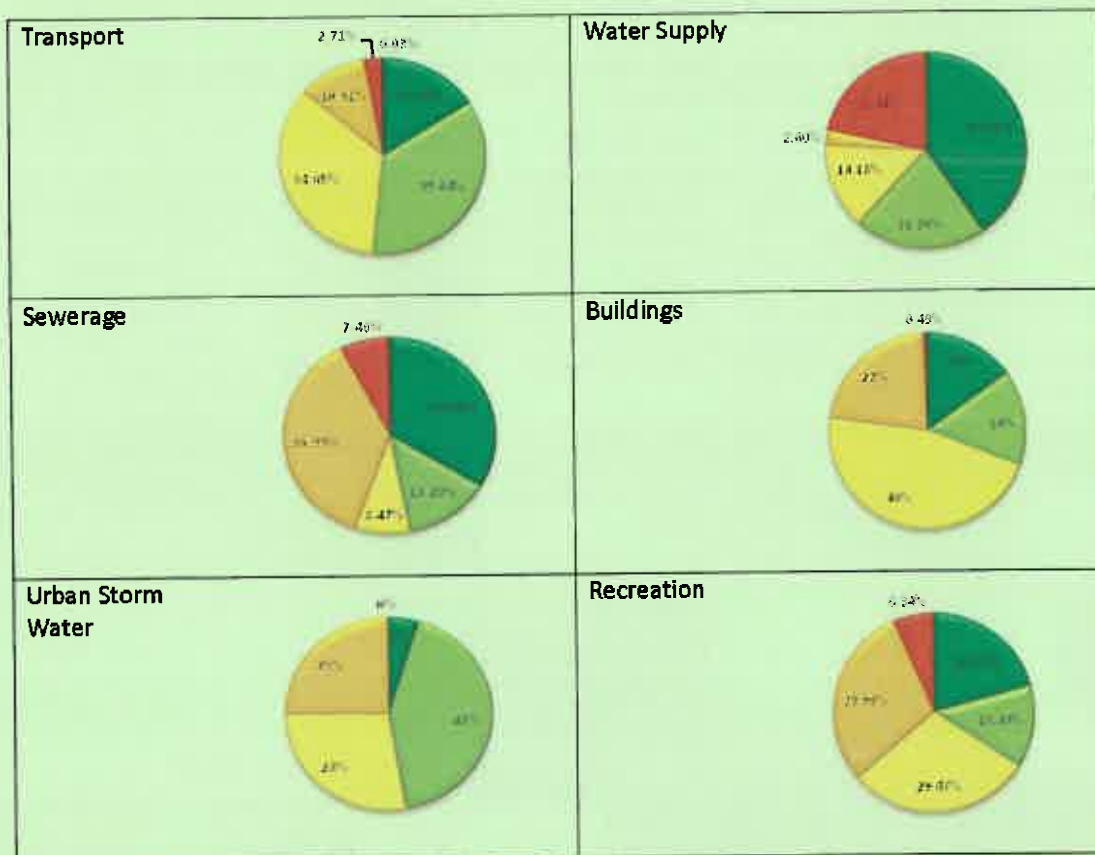


## LEVEL OF SERVICE

The table below indicates the percentage of the network at each condition and the change in condition of the network from 2013 to 2014 financial years. The dollar cost is the replacement cost of the current asset: (replacing like for like):

	2014		2013	
	Percentage	Dollars (\$000)	Percentage	Dollars (\$000)
Excellent	18%	\$95,340	14%	\$70,054
Good	32%	\$166,462	33%	\$163,549
Average	33%	\$172,804	31%	\$153,484
Poor	13%	\$65,890	17%	\$84,327
Very Poor	4%	\$20,535	4%	\$21,310

The following graphs indicate the proportion of the asset classification in each condition. The graphs are based on information for the asset management system as at 2013/2014 (Note: JRA and Council staff is undertaking a comprehensive asset condition review in 2015 and 2016). The colours on the graphs indicate the condition of the network:



## DESIRED LEVEL OF SERVICE

The existing Office of Local Government policy framework to determine satisfactory service levels and risks based on IP&R is robust and provides the basis for a transparent, accountable and evidence based methodology. Upper Lachlan believes this policy framework has not been applied consistently to "Bring to Satisfactory" BTS or "backlog" across NSW local government.

At present, indications of desired levels of service are obtained from the Upper Lachlan Community Satisfaction Survey which was conducted in 2012 and again in 2015, also feedback from residents to Councillors and staff, service requests, and public submissions to IP&R Council Strategic Plans.

Council has consulted with our community in relation to desired levels of service. In Community Outreach Meetings, supported by community survey's, Council has engaged with the community and the community has made it clear they are not prepared to pay additional rates by way of a special rate variation to pay for road asset renewal programs (Council's largest asset class). The community has largely accepted that an Asset Condition of 1 (Excellent) for all assets is both unaffordable and unachievable for all long life assets.

The community understand the affordability issue faced by all councils and have indicated that the targeted intervention is necessary for long life assets at Asset Condition 4 (Poor) and Asset Condition 5 (Very Poor). Council has completed the Special Schedule 7 – Report on Infrastructure Assets on the basis of community engagement and have reported this information in the Council Annual Report each year. The Annual Report is one of the key accountability mechanisms between Council and its community.

The Special Schedule 7 report flows directly from the Council Delivery Program which defines performance indicators for both existing and proposed levels of service. These performance measures are then used to quantify the asset upgrade costs between existing and target service levels.

Upper Lachlan Shire Council has continued to use the written down value (WDV) % as the basis for assets condition assessment in Special Schedule 7 condition profiles as governed by the Local Government Code of Accounting Practice Code Update 23. However it is acknowledged that there is debate concerning the validity or reliability of this sustainability measure.

Upper Lachlan Shire Council's Infrastructure Asset Management Plan identifies asset service standards by each asset class and incorporates an assessment of the risks associated with the assets involved and the identification of strategies for the management of those risks.

## 8. FUTURE DEMAND

### DEMAND FORECAST

Factors affecting demand include population change, changes in demographics, seasonal factors, vehicle ownership, consumer preferences and expectations, economic factors, agricultural practices and environmental awareness.

Demand for infrastructure is generated predominantly through either:-

- An increased utilisation of existing infrastructure brought about by the factors above; or
- The requirement for new infrastructure to meet the needs of growth in new development.

The demand created by these two circumstances requires analysis to consider the ramifications to existing infrastructure networks and the ability to these networks to cope with the increased infrastructure. This analysis applies in all cases ranging from new subdivisions creating an increased load on an existing sewer network and treatment plant, to that same subdivision increasing traffic across existing road network potentially creating the need to upgrade that existing infrastructure to cope with the increased utilisation and demand.

Demand factor trends and impacts on service delivery have been adopted as shown in the table below:-

Demand factors	Present position	Projection	Impact on Service
Population	7,193 (2011 Census)	1% annual increase	Minimal impact on current services
Demographics	15% of population aged 65 years and older	Generational change with X & Baby-boomer increasing at the cost of Y generation	Increase in demand of Infrastructure to support aging population
Regional roads	Increasing vehicle traffic to large regional centres	Traffic volumes increasing at 5%-10%	Change maintenance and renewals priorities

## DEMAND MANAGEMENT PLAN

Demand for new services will be managed through a combination of managing and maintaining existing assets, upgrading of existing assets and providing new assets to meet this demand. Demand management practices include non-asset solutions, insuring against risk and managing failures.

The planning for infrastructure due to demand is a constant process of review and assessment of existing infrastructure and its ability to cope with increasing demand, versus the need to augment with new infrastructure.

Demand on infrastructure is created through increased utilisation generated from a growing population and changing patterns of behaviour, ranging from social demographics to transport options and solutions. Often this increasing demand will stem from urban or residential growth increasing the utilisation of a range of community infrastructure.

## CHANGES IN TECHNOLOGY

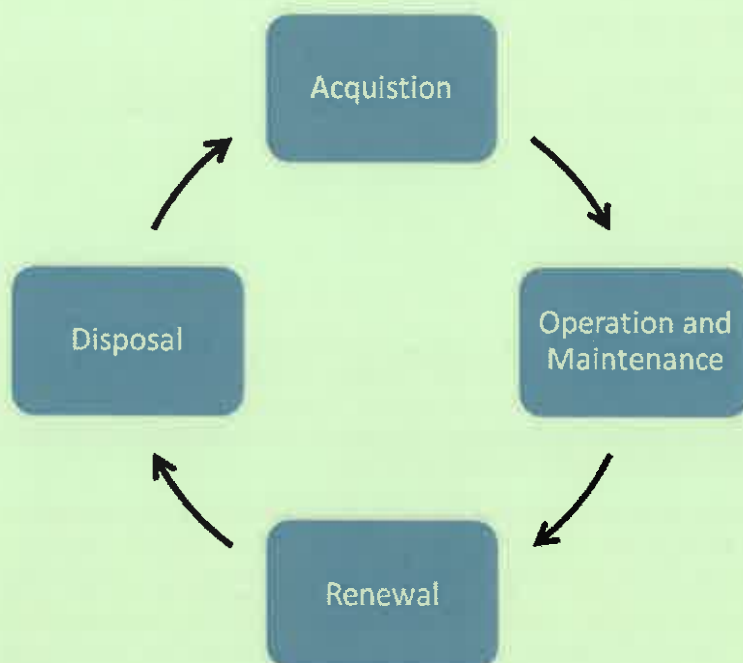
Technology changes are forecast to have minimal effect on the delivery of services covered by this plan at this time. Changes in technology will be considered at each annual review of the Asset Management Plan.

## NEW ASSET FOR GROWTH

The new assets required to meet growth will either be acquired from land developments or constructed by Council. Acquiring these new assets will commit Council to fund ongoing operations and maintenance costs for the period that the service provided from the assets is required. These future costs are identified and considered in developing forecasts of future projected operation and maintenance costs.

## 9. LIFECYCLE MANAGEMENT PLAN

Life cycle management details how Council plans to manage and operate the asset category at the agreed level of service while minimising life cycle costs throughout the useful life of the asset. This section identifies and describes the four key phases of the asset management life cycle of local government assets, namely: acquisition, operation and maintenance, renewal, and disposal.



## ACQUISITION

There are six elements to the asset acquisition phase of the cycle. They are as follows:-

1. Planning
2. Assessment of requirements
3. Feasibility study
4. Acquire (procure or construct)
5. Asset identification and recognition
6. Recording and accounting

These elements are not carried out in an entirely sequential manner; some elements overlap and the planning element should be evident in all other elements.

Congruence of the asset management process with all stages of planning is vital to ensure the process adds value to an organisation. Ad hoc asset management processes are unlikely to result in optimum asset management, for example to have assets acquired, maintained or disposed of in accordance with the organisation's goals and objectives. It can have serious consequences for Council, particularly in longer-term sustainability.

Sound and effective use of planning in all phases of the asset management cycle will assist Council in:

- Setting levels for service delivery.
- Assessing the functional adequacy of existing assets.
- Identifying surplus or under-performing assets.
- Assessing the assets required for new policy initiatives.
- Evaluating options for asset provision (for example, private versus public investment).
- Evaluating options for funding asset acquisition.
- Ensuring funds are available when required.
- Ensuring assets are maintained and disposed of in an optimum manner; and
- Evaluating asset management performance, with the goal and continuous improvement.

The development of an Asset Management Plan as part of Council's planning processes provides the best means of delivering value-added asset management. The Plan must cover the complete asset management cycle and be integrated with Council's Community Strategic Plan and other planning documents.

## OPERATIONS AND MAINTENANCE

Most public-sector assets, particularly long-lived assets such as buildings, roads and footpaths require maintenance over their lives. There are basically five matters for asset maintenance consideration. They are as follows:-

1. Planned maintenance
2. Unplanned maintenance
3. Maintenance of asset records
4. Revaluation and
5. Reassessment

Planning is an important part of the maintenance phase. The time frame over which some assets are to be maintained adds a degree of complexity to the planning involved. The development of planned maintenance schedules should involve a multidisciplinary approach. It is critical that the planning is undertaken as the resources required to maintain the assets in optimum condition for the least cost will require the evaluation of a range of factors for different assets.

The selection of appropriate maintenance schedules is crucial to minimise asset maintenance costs while prolonging the service effectiveness of assets. It may appear to be a paradox to plan for unplanned maintenance, but unplanned maintenance consumes resources. It is essential that provision be made for time, money and skills to be available to quickly restore assets that fail in service to their operation effectiveness. Alternatively, contingency plans (business continuity planning / disaster recovery planning) should be made where catastrophic failure of major infrastructure assets has the potential to severely disrupt the provision of services to the community.

### Routine Maintenance Plan

Routine maintenance is the regular on-going work that is necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again. Maintenance includes reactive, planned and cyclic maintenance work activities.

Reactive maintenance is unplanned repairs work carried out in response to customer or service requests and management/supervisory directions. Assessment and prioritisation of reactive maintenance is undertaken by Council staff using experience and judgment.

Planned maintenance is repair work identified and managed through a Maintenance Management System (MMS). MMS activities include inspection, assessing the condition against failure/breakdown experience, prioritising, scheduling, action the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance. Upper Lachlan Shire Council is implementing a MMS by Asset Edge REFLECT for Local Roads and Footpaths.

Cyclic maintenance is the replacement of higher value components or sub-components of assets that is undertaken on a regular cycle, for example repainting and building roof replacement. This work generally falls into the capital threshold. See Appendix 2 - Infrastructure, Property, Plant And Equipment Accounting Policy And Procedure.

### Maintenance of Asset Records

In addition to the financial and technical information requirements for statutory reporting and to enable effective management, asset records must be kept. Maintenance of asset records adds value to the asset management process. Appropriate asset records that record relevant acquisition, operation maintenance, renewal and disposal information can be invaluable sources of information throughout the asset management process. The benefits of comprehensive asset records include:-

- A record for each asset containing information such as condition, fair value, location, and materials.
- Recording maintenance performed ensures that it is not done twice and enables a review to confirm that it has been carried out, the expenditure of that maintenance and the subsequent change to the asset value.

Australian Accounting Standards require assets to be re-valued on a regular basis (currently five (5) year intervals). This requirement ensures that assets are recorded at a value that reflects what the market would pay to acquire the asset or what it might cost to replace the asset in its present form. This can only be

achieved with high quality asset data. The value of asset holdings recorded provides an indication of the level of resources that might be required to replace those assets in their current form.

## **RISK MANAGEMENT**

### **Categories of Risk**

Council has adopted a risk management process which identifies hazard risks as follows:-

#### **Hazard-Based Risk**

Hazard-based risk is the risk associated with a source of potential harm or a situation with the potential to cause harm. This is the most common risk associated with Council, as addressed by Work Health and Safety programs. Hazard-based risks include:-

- Physical hazards – including noise, temperature or other environmental factors.
- Chemical hazards – including storage and/or use of flammable, poisonous, toxic or carcinogenic chemicals.
- Biological hazards – including viruses, bacteria, fungi and other hazardous organisms.
- Ergonomic hazards – including poor workspace design, layout or activity and equipment usage.
- Psychological hazards – that may result in physical or psychological harm, including bullying, sexual discrimination, workload or mismatch of job specification to employee capability.

Council generally addresses hazard-based risk through its WH&S programs.

## **AREAS OF RISK**

Council records and manages harm risk for operational areas:-

### **Operational Risk**

These are risks that relate to the day-to-day operations of Council. They result from inadequate or failed internal processes, people and systems. The two main, interdependent components are operational integrity and service delivery.

Operational risk arises from inadequate internal controls, inadequate or no documentation, poor planning and implementation, or implementation, or inadequate supervision.

Council has identified the following operational risk areas or categories:-

- Contract administration and procurement
- Work, Health and Safety management
- Project management and delivery
- Public liability management
- Human resource management
- Fraud and corruption
- Business continuity management

An assessment of risk associated with service delivery from infrastructure assets has identified risks to Council. The risk assessment process identifies the risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

Critical risks, being those assessed as '1' – requiring immediate corrective action and '2' – requiring prioritised corrective action identified in the Risk Management process are summarised in the following table.

**Risk Assessment Table**

Consequences - How Bad is it Likely to Be?	Very Likely could happen at any time	Likely could happen some time	Unlikely could happen, but rare	Very Unlikely could happen, but probably never will
Extreme - Kill or cause permanent disability or ill health	1	1	2	3
Major - Long term illness or serious injury	1	2	3	4
Moderate - Medical attention and several days off work	2	3	4	5
Minor - First aid needed	3	4	5	6

**RENEWAL**

Renewal is the periodic replacement of assets or asset components. It is the renewal of existing assets that returns the service potential or the life of the asset to that which it had originally. Work over and above restoring an asset to original capacity is upgrade/expansion or new works expenditure.

In the asset operation and maintenance phase, there will have been assessment of the asset on a continuous basis. This history of assessment provides valuable information as the asset nears the end of its useful life, and during its useful life at times when major expenditures are approaching. Council, armed with such information may choose to seek alternate asset options to support services rather than to continue with more of the same as used in the past.

The usage of the asset, the regularity of its maintenance, the extent of unplanned maintenance and any associated downtime, can help to determine the retirement or disposal date of the asset. The current value of the asset is also a factor that should be considered. Its value may be such that an earlier or later disposal date is indicated. Two other factors that must be carefully considered in assessing the condition of an asset are the technical and commercial obsolescence aspects of the asset's condition.

In developing an asset renewal profile, there are a number of concepts to consider:-

- Asset age – the elapsed time since the asset was constructed or acquired and brought into service
- Current replacement cost as new – the cost to reconstruct/renew the asset. This cost is calculated on a full-cost attribution basis. In the case of major infrastructure assets, the cost will include the cost of design and construction and the indirect costs of the construction/acquisition
- Useful life of the asset – generally, there are two approaches typically used to develop the asset renewal profile

One uses the age of the asset, in conjunction with its useful life and current replacement cost as new, to develop the profile. The other uses the current replacement cost of the remaining useful life in lieu of asset age. Once the renewal profile is created, consideration can be given to strategies to deal with expenditure peaks and troughs.

Typically, the strategies may include:-

- Extending the life of existing assets by specific maintenance strategies
- Renewing some assets earlier than planned
- Where the increase in expenditure appears to be of a permanent nature, planning for the transfer of funds from other areas or additional rate revenue

### **Asset Renewal Plan**

Assets requiring renewal are identified from condition data obtained from the asset register. Candidate proposals are inspected to verify accuracy of condition and to develop a preliminary renewal estimate based on adopted unit rates. Assets identified for renewal are ranked by priority and available funds and scheduled in future works programs.

Renewal will be undertaken using 'low-cost' renewal methods where practical. The aim of 'low-cost' renewals is to restore the service potential or future economic benefits of the asset by renewing the asset at a cost less than replacement cost where possible. Renewals are to be funded from Council's capital works program and grants where available.

### **DISPOSAL**

Disposal, retirement or rationalisation of assets generally will occur due to changes in community demands or needs. Assessment of the need for assets is a part of the Council review process that determines whether it is meeting the needs and expectations of the community. Challenging the status quo and investigating innovative options for meeting the community service needs is all part of this process.

The preservation of some assets means that, while the asset life cycle applies to all assets, some may not be considered for disposal for cultural or heritage reasons. There must be a defined relationship between the growth of Council's asset base, its income and capacity to maintain the service delivery of the asset base to meet community expectation, whilst continuing to deliver all the service required to Council.

Currently there is no defined relationship between the growth of Council's asset base and the subsequent funding to maintain the asset. This shortfall will be addressed by:-

- Improving the distribution of funds to these assets
- Funding asset renewal and maintenance based on condition
- Rationalising assets as required
- Managing assets to meet community service expectations

### **ASSET RATIONALISATION**

The reassessment of an asset's usefulness to Council should be made on a regular basis, on two criteria. They are follows:-

1. The need for the asset. Does the organisation have a continuing need for the asset? Is the asset still providing a required service to the community? Is that service provision what the customer expect? Is there a more cost-effective way to provide that service?
2. The useful life of the asset. At acquisition, the asset will have been designed for a useful life, dependent on the factors outlined in the section on useful life. Where factor change, the useful life of the asset should be reassessed. Usage of the asset may have been more or less than planned. The condition of the asset may be better or worse than expected at this point in its life. Any change in the expected useful life of an asset will have accounting implications – the value of the asset may need to be adjusted.

## **10. FUNDING ASSET MAINTENANCE AND RENEWAL**

Asset management influences the funding of maintenance and renewal of assets as well as the replacement, improvement or acquisition of assets. The levels of funding for these activities are contained in Council's Long Term Financial Plan, the Four Year Delivery Program and annually in Council's Operational Plan.

The development of service standard for assets and the condition rating of asset against these standards will provide Council with a priority list of works that will identify assets requiring intervention to improve their condition to meet the community expectation of asset service delivery. Council will be able to make data based decisions on asset improvements in the context of the entire asset category, thereby allocating adequate funding to the asset on an annual and future basis.

This will assist in preventing the decline of assets due to inadequate funding based on the current budget process that doesn't provide for more than a fiscal year's worth of data. Forecasting asset renewal and

maintenance budgets against service standards will assist to ensure that adequate funding is allocated to each asset category over a period necessary to ensure the standard is met and maintained. This will assist in removing the inconsistent application of funding from year to year and replace it with a process that will effectively forecast funding required to maintain, assets which meet the community expectation.

## ASSET VALUATION

The Upper Lachlan Shire Council Financial Statements, as at 30 June 2014, shows an Assets and Infrastructure Renewal Ratio of 1.08%. The average for this ratio is 0.95% over the past four (4) years. Asset consumption rate and Asset upgrade / expansion rate to be develop in revised plans.

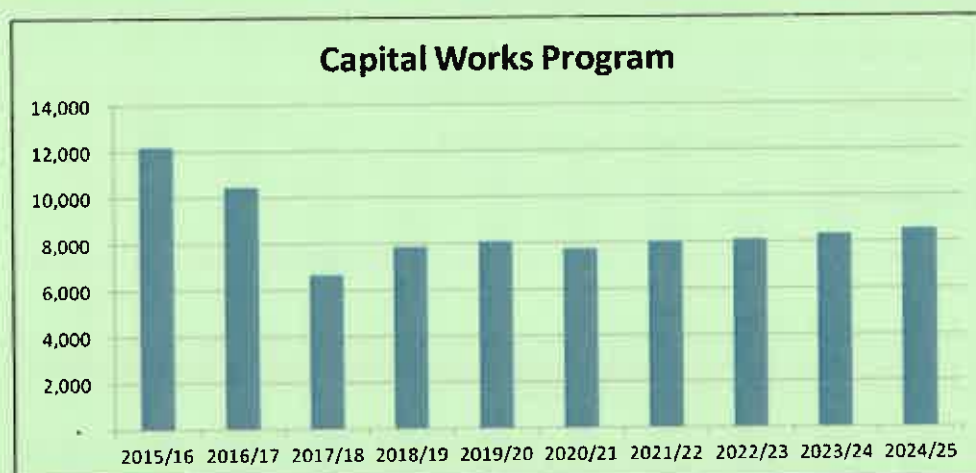
The asset revaluation schedule is detailed in Appendix 2 to this Infrastructure Plan.

## 11. PLAN IMPROVEMENT AND MONITORING

This section contains the financial requirement resulting from all the information presented in the previous sections of this infrastructure Asset Management Plan. The financial projections will be improved as further information becomes available on desired levels of service and current and projected future asset performance.

### FINANCIAL STATEMENTS AND PROJECTIONS

The financial projections are shown in the following graph for projected operations capital expenditure (renewal and upgrade/expansion/new assets). These projections are included in Council's Long Term Financial Plan 2015-2025.



GRAPH – Capital Works Program, Total dollars to each financial year

## FUNDING STRATEGY

Projected expenditure identified in the above graph is to be funded from Council's capital budgets and include developer contributions and potential grant funding. The funding strategy is detailed in the Council's 10 year Long Term Financial Plan.

## VALUATION FORECASTS

Asset values are forecast to increase as additional assets are added to the asset base; from construction; acquisition by Council; from assets constructed by land developers; others or donated to Council.

The carrying amount of the asset categories (depreciated replacement cost or fair value) will vary depending on the rates of addition of new assets, disposal of old assets and consumption and renewal of existing assets.

This process is applied to each asset and subsequently each asset class, determining the renewed value of the asset class, the annual depreciation and the cumulative depreciation of the asset in total.

## **KEY ASSUMPTIONS MADE IN FINANCIAL FORECASTS**

This section details the key financial assumptions made in presenting the information contained in this infrastructure Asset management Plan and in preparing forecasts of required operating and capital expenditure and asset values, depreciation expense and carrying amount estimates. It is presented to enable readers to gain an understanding of the level of confidence in the data behind the financial forecasts.

Key financial assumptions made in this Asset Management Plan are as follows:-

### **Unit Rates**

Council has quantified unit rates for all assets for the construction or purchase cost of each asset. In some cases these unit rates are simply the purchase price of an asset for example a pit lid, or as complex as the inclusion of a variety of materials, plant and labour rates combined to rates a single unit rate for an asset.

This level of complexity does build in a certain error to the unit rate which when applied across the asset base can lead to a compounding error in the value of the asset base and the subsequent cost to maintain or renew the asset to deliver a service level or standard.

Currently, Council includes the cost to dispose of an asset in the unit rate of that asset type. As Council moves towards strategic asset management this cost may be captured separately.

### **Annual Maintenance Cost per Unit**

In addition to the above, Council has determined an annual maintenance cost or rate per asset unit to create the direct and quantifiable link between the quantity of the asset and the funds required on an annual basis to maintain that asset, and the delivery of that asset's service level or standard.

### **Depreciation Methodology**

Council adopted a depreciation methodology used to develop the fair value of its assets as required by the Office of Local Government. Straight line depreciation method is used by Upper Lachlan based on a defined asset life for each asset component.

## **IMPROVEMENT TO KEY ASSUMPTIONS**

Accuracy of future financial forecasts may be improved in future revisions of this Infrastructure Plan by the following actions:-

### **Improving Unit Rate Accuracy**

As described above Council has quantified unit rates for all assets for the construction or purchase cost of each asset. Whilst the complexity of the development of these unit rates may allow an element of error to be included in the original rate, the continual review of these rates, based on financial data captured against each asset, will see a reduction of error in the unit rates. The Asset Management 'system' by capturing the necessary data to supply the legislated financial reporting requirement, will itself redefine the unit rates as more and more data is captured to refine the values.

### **Improving Maintenance Rate Accuracy**

As with the unit rate above, there is the potential for error to exist in these maintenance unit rates as the complex nature of the development of these rates can lead to the over or under stating of a particular element of a particular maintenance event.

A periodic review of these figures utilising the information captured against each asset will refine these unit rates.

### Improving Asset Condition Data

As the condition associated with each asset is determining remaining life of the asset a continual yearly update of asset condition and the continual surveillance of the community's asset will improve the renewal information of the organisation.

### ASSET MANAGEMENT SYSTEM

Council maintains all asset data in excel registers. This data is readily available to be exported from that format into a variety of formats to suit a variety of needs. These needs include:-

- Work's programming
- Current Asset fair value data
- Expenditure forecasting
- Condition summary
- Extrapolation/manipulation of data
- Asset location and details

In 2014/2015 the infrastructure revaluation at fair value has provided Council with the opportunity to work with Jeff Roorda and Associates (JRA) to mentor asset maturity improvements and capacity building to improve Upper Lachlan Shire Council's Resourcing Strategy.

The responsibility for Asset Management is documented in Council's Asset Management Policy.

### INFORMATION PROCESS

The key information sources *into* this infrastructure Asset Management Plan are:-

- The asset register data on size, age, value, remaining life of the network
- The unit rates of categories of work/material
- The adopted service levels
- Depreciation rates
- Projections of various factors affecting future demand of service
- Correlation between maintenance and renewal, including consumption models
- Data on new assets acquired by Council

The key information sources *from* this Infrastructure Plan are:-

- The assumed Works Program and trends
- The resulting budget, valuation and depreciation projections
- The useful life analysis
- Current condition rating and
- Business rules associated with Asset Management for any infrastructure asset category as contained in this Plan

These will impact Council's Long Term Financial Plan, Delivery Program, strategic business plans, annual budget and Departmental business plans and budgets.

### PERFORMANCE MEASURES

The effectiveness of the Infrastructure Plan can be measured in the following ways:-

- The degree to which the required cash flows identified in this infrastructure Plan are incorporated into Council's Long Term Financial Plan and Community Strategic Plan.
- The degree to which 1-5 year detailed works programs budgets, business plans and organisational structures take into account the 'global' works program trends provide by the infrastructure Asset Management Plan.

### MONITORING AND RENEWAL PROCEDURES

This Infrastructure Plan will be reviewed during annual budget preparation and amended to recognise and changes in service levels and /or resources available to provide those services as a result of the budget decision process.

The Plan is updated annually and due for revision March 2016. A future version of this Plan will identify those sections of the Plan that have been improved.

**12. INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN:**

Upper Lachlan Shire Council

Projected Capital Upgrade/ Asset Renewal/ New Works Program - Infrastructure

(\$000)			
Year	Item	Description	Budget
2016	1	Urban Local Road - Bitumen Resealing, Pavement Rehab, reconstruction & sealing	\$423
	2	Roads to Recovery Gravel Resheeting program on Rural Local Roads	\$830
	3	Rural Local Roads – Gravel Resheeting program (Section 94 fund)	\$200
	4	Rural Local Sealed Road – Bitumen Resealing	\$433
	5	Rural Local Sealed Road – Road Rehabilitation	\$155
	6	Rural Local Sealed Road – Pavement Rehabilitation and Reseal	\$544
	7	Grabine Road Reconstruction (Roads to Recovery and Transport NSW Grant)	\$356
	8	Regional Roads Resealing and Rehabilitation Program (RMS Block grant funded)	\$443
	9	Regional Roads – Gundaroo Road MR52 Rehabilitation (Council and RMS repair)	\$463
	10	Regional Road MR256 – Abercrombie River timber bridge replacement	\$1,525
	11	Rural Local Road – Kangaloolah Road, Green Creek timber bridge replacement	\$150
	12	Footpaths – Disabled access, Cycle way, construction	\$85
	13	Kerb and Guttering – towns	\$214
	14	Other Infrastructure (Bus stops, leisure, sport and recreation)	\$48
	15	Waste Centres, DWM and Rubbish tips	\$300
	16	Public Cemeteries – lawn plaque beams and Columbarium	\$10
	17	Stormwater Improvements	\$95
	18	Public Conveniences and Amenities	\$30
	19	Engineering Plant and Workshop improvements	\$129
	20	Plant and Equipment Net Replacements (Includes all funds purchases)	\$928
	21	Loan Principal payments	\$280
	22	Water supply – Dalton	\$5
	23	Water supply – Taralga	\$10
	24	Water supply – Gunning	\$20
	25	Water supply – Crookwell	\$3,653
	26	Sewerage fund – Taralga	\$50
	27	Sewerage fund – Gunning	\$100
	28	Sewerage fund – Crookwell	\$122
	29	Office Equipment, computers and Information Services (IT)	\$304
	30	Buildings, (Public halls, community centres, administration buildings and houses)	\$398
	31	Construction of Gunning Skate Park	\$160
		<b>Total</b>	<b>12,463</b>

			(\$000)
Year	Item	Description	Budget
2017	1	Urban Local Roads - Bitumen Resealing, Pavement Rehab, reconstruction & sealing	\$376
	2	Roads to Recovery Gravel Resheeting program on Rural Local Roads	\$640
	3	Rural Local Roads – Gravel Resheeting program (Section 94 fund)	\$200
	4	Rural Local Sealed Road – Bitumen Resealing	\$450
	5	Rural Local Sealed Road – Pavement Rehabilitation – Breadalbane Rd and Sapphire Rd	\$324
	6	Rural Local Road - Bannaby Road – Crash Barrier	\$65
	7	Rural Local Road - Causeway Rehabilitation – Currans Road	\$150
	8	Grabine Road Reconstruction (Roads to Recovery and Transport NSW Grant)	\$400
	9	Regional Roads Resealing and Rehabilitation Program (RMS Block grant funded)	\$457
	10	Regional Roads – Gundaroo Road MR52 Rehabilitation (Council and RMS repair)	\$463
	11	Local Roads – Woodville Rd and Reids Flat Rd Timber Bridge Replacement Program	\$430
	12	Footpaths – Disabled access, Cycle way, construction	\$60
	13	Kerb & Guttering – towns	\$74
	14	Other Infrastructure (Bus stops, leisure, sport and recreation)	\$8
	15	Waste Centres, DWM and Rubbish tips	\$300
	16	Public Cemeteries – lawn plaque beams and Columbarium	\$10
	17	Storm water Improvements (Robertson Lane, Crookwell and Church Street, Collector)	\$240
	18	Public Conveniences and Amenities	\$10
	19	Engineering Plant and Workshop improvements	\$104
	20	Plant and Equipment Net Replacements (Includes all funds purchases)	\$1,533
	21	Loan Principal payments reduction	\$385
	22	Water supply – Dalton	\$30
	23	Water supply – Taralga	\$50
	24	Water supply – Gunning	\$60
	25	Water supply – Crookwell	\$3,650
	26	Sewerage fund – Taralga	\$0
	27	Sewerage fund – Gunning	\$40
	28	Sewerage fund – Crookwell	\$217
	29	Office Equipment, computers and Information Services (IT)	\$107
	30	Buildings, (Public halls, community centres, administration buildings and houses)	\$369
2017		<b>Total</b>	<b>\$11,202</b>

(\$000)			
Year	Item	Description	Budget
2018	1	Urban Local Roads - Bitumen Resealing, Pavement Rehab, reconstruction & sealing	\$360
	2	Roads to Recovery Gravel Resheeting program on Rural Local Roads	\$640
	3	Rural Local Roads – Gravel Resheeting program (Section 94 fund)	\$200
	4	Rural Local Sealed Road – Bitumen Resealing	\$468
	5	Rural Local Sealed Road – Pavement Rehabilitation – Gumundah Road	\$181
	6	Rural Local Road – Reids Flat Road - Causeway Rehabilitation	\$65
	7	Grabine Road Reconstruction (Roads to Recovery and Transport NSW Grant)	\$400
	8	Regional Roads Resealing and Rehabilitation Program (RMS Block grant funded)	\$470
	9	Regional Roads – Gundaroo Road MR52 Rehabilitation (Council and RMS repair)	\$463
	10	Regional Roads – Kiamma Creek, Crookwell Timber Bridge Replacement Program	\$400
	11	Local Roads – Kangaloolah Rd Diamond Creek Timber Bridge Replacement Program	\$520
	12	Footpaths – Disabled access, Cycle way, construction	\$10
	13	Kerb & Guttering – towns	\$20
	14	Other Infrastructure (Bus stops, leisure, sport and recreation)	\$8
	15	Waste Centres, DWM and Rubbish tips	\$130
	16	Public Cemeteries – lawn plaque beams and Columbarium	\$10
	17	Storm water Improvements (gross pollutant trap Goulburn Street, Crookwell)	\$180
	18	Public Conveniences and Amenities	\$80
	19	Engineering Plant and Workshop improvements	\$4
	20	Plant and Equipment Net Replacements (Includes all funds purchases)	\$1,217
	21	Loan Principal payments reduction	\$427
	22	Water supply – Dalton	\$30
	23	Water supply – Taralga	\$50
	24	Water supply – Gunning	\$60
	25	Water supply – Crookwell	\$152
	26	Sewerage fund – Taralga	\$0
	27	Sewerage fund – Gunning	\$40
	28	Sewerage fund – Crookwell	\$60
	29	Office Equipment, computers and Information Services (IT)	\$118
	30	Buildings, (Public halls, community centres, administration buildings and houses)	\$421
2018		<b>Total</b>	<b>\$7,184</b>

			(\$000)
Year	Item	Description	Budget
2019	1	Urban Local Roads - Bitumen Resealing, Pavement Rehab, reconstruction & sealing	\$384
	2	Roads to Recovery Gravel Resheeting program on Rural Local Roads	\$640
	3	Rural Local Roads – Gravel Resheeting program (Section 94 fund)	\$200
	4	Rural Local Sealed Road – Bitumen Resealing	\$487
	5	Rural Local Sealed Road – Pavement Rehabilitation – Breadalbane Rd and Bevendale Rd	\$376
	6	Rural Local Road – Lade Vale Road and Rugby Road Causeway Rehabilitation	\$140
	7	Grabine Road Reconstruction (Roads to Recovery and Transport NSW Grant)	\$400
	8	Regional Roads Resealing and Rehabilitation Program (RMS Block grant funded)	\$485
	9	Regional Roads – Gundaroo Road MR52 Rehabilitation (Council and RMS repair)	\$463
	10	Regional Roads – Timber Bridge Replacement Program	\$0
	11	Local Roads – Julong Road and Peelwood Road Timber Bridge Replacement Program	\$250
	12	Footpaths – Disabled access, Cycle way, construction	\$45
	13	Kerb & Guttering – towns	\$20
	14	Other Infrastructure (Bus stops, leisure, sport and recreation)	\$8
	15	Waste Centres, DWM and Rubbish tips	\$30
	16	Public Cemeteries – lawn plaque beams and Columbarium	\$10
	17	Storm water and Drainage (Derison Street and Brooklands Street, Crookwell)	\$400
	18	Public Conveniences and Amenities	\$110
	19	Engineering Plant and Workshop improvements	\$4
	20	Plant and Equipment Net Replacements (Includes all funds purchases)	\$1,509
	21	Loan Principal payments reduction	\$452
	22	Water supply – Dalton	\$30
	23	Water supply – Taralga	\$50
	24	Water supply – Gunning	\$60
	25	Water supply – Crookwell	\$152
	26	Sewerage fund – Taralga	\$50
	27	Sewerage fund – Gunning	\$40
	28	Sewerage fund – Crookwell	\$69
	29	Office Equipment, computers and Information Services (IT)	\$103
	30	Buildings, (Public halls, community centres, administration buildings and houses)	\$385
	31	Sporting Grounds – Memorial Oval, Crookwell ground and amenities construction	\$700
2019		<b>Total</b>	<b>\$8,052</b>

### **13. APPENDICES**

#### **APPENDIX 1**

##### **ASSET MANAGEMENT POLICY**

#### **APPENDIX 2**

##### **INFRASTRUCTURE, PROPERTY, PLANT AND EQUIPMENT ACCOUNTING POLICY AND PROCEDURE**

**APPENDIX 1**

<b>POLICY:-</b>	
Policy Title:	<b>ASSET MANAGEMENT POLICY</b>
File reference:	F10/618-03
Date Policy was adopted by Council initially:	15 October 2009
Resolution Number:	418/09
Other Review Dates:	N/A
Resolution Number:	
Current Policy adopted by Council:	21 March 2013
Resolution Number:	61/13
Next Policy Review Date:	2014
<b>PROCEDURES/GUIDELINES:-</b>	
Date procedure/guideline was developed:	N/A
Procedure/guideline reference number:	N/A
<b>RESPONSIBILITY:-</b>	
Policy developed by:	Director of Works and Operations
Committee/s (if any) consulted in the development of this Policy:	
Responsibility for implementation:	Director of Works and Operations
Responsibility for review of Policy:	Director of Works and Operations

## BACKGROUND AND CONTEXT

Council's assets are made up of a wide range of different asset types all of which are fundamental in meeting the needs of the community. Assets may be physical (i.e. tangible e.g. plant, buildings) or non-physical (i.e. intangible e.g. intellectual property, good will). This policy only considers physical assets.

The major characteristics of an asset are:

- There must be service potential or future economic benefits,
- The future economic benefits must be quantifiable, and
- Council must have control of the service potential.

Council's major assets are categorised as follows:

- Roads
- Bridges
- Water system
- Sewerage system
- Buildings
- Stormwater structures
- Land Community and Operational
- Footpaths, kerb and gutters

The standard to which these assets are provided and maintained impacts on residents, the business community and visitors, as well as the amenity and safety aspects of the community.

The long-lived nature of many assets and the need for their ongoing renewal means that planning must be based on an understanding of the full costs throughout each asset's life cycle and address both short and long term planning needs.

## SCOPE

This policy applies to all infrastructure assets under the care and control of Upper Lachlan Shire Council.

## POLICY STATEMENT

The focus of this policy is to enable informed decision-making on the provision of services. Whilst Council is the custodian of a large and diverse asset portfolio that has been accumulated over a long period, the purpose of strategic asset management is to determine the optimum method to provide the desired service levels for current and future generations.

Upper Lachlan Shire Council currently owns, controls, maintains and is responsible for substantial number of asset classes including property, buildings, plant and equipment, roads, bridges, footpaths, drainage, recreation facilities, waste management facilities, parks and reserves, aerodrome, car parks, caravan parks, water and sewerage assets. These assets make up the social and economic infrastructure that enables the provision of services to the community and businesses, playing a vital role in the local economy and on quality of life. Asset management is a tool that facilitates corporate accountability and impacts on all areas of service planning and delivery.

A strong and sustainable local government system requires a robust planning process to ensure that those assets are maintained and renewed in the most appropriate way on behalf of local communities. As custodian, Council is responsible to effectively account for and manage these assets and to have regard to the long-term and cumulative effects of its decisions. This is a core function of Councils and is reflected in the Charter, in Section 8 of the *Local Government Act 1993* (NSW).

Given the value and importance of infrastructure assets, it is essential that they are well managed to ensure their future sustainability. Failure to adequately manage infrastructure assets is a key risk that could prevent Council from achieving strategic goals.

Council's Community Strategic Plan expresses the desires of the community and provides a resource to assist Council in the determination of appropriate and sustainable levels of service.

Council's Community Strategic Plan sets the desired services, and levels of service, that Council will provide to the community. The asset management process determines the life cycle cost and funding requirements of the target service levels for current and future generations. The long-term financial plan is

the mechanism by which the funding requirements of the asset management plan and other corporate objectives in the Community Strategic Plan are tested and implemented.

This policy sets the principles that will govern the provision of asset related services. The asset management framework and strategy sets out the process to determine the life cycle cost of each service and a funding model to achieve and sustain the target service levels. The framework will define accountabilities for service planning and delivery.

Asset management relates directly to Council's Community Strategic Plan and Long Term Financial Plan. A strategic approach to asset management ensures that the Council delivers the highest appropriate level of service through its assets. This provides positive impact on:

- Members of the public and staff;
- Council's financial position;
- The ability of Council to deliver the expected level of service and infrastructure;
- The political environment in which Council operates; and
- The legal obligations and liabilities of Council.

## **BEST PRACTICE**

In order to achieve the objectives of this policy, Council adopts the following core principles:

### **1. *Understanding Customer Expectations***

- An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.
- Infrastructure Services will be regularly reviewed to ascertain the community's expectations, and
- Council will employ a range of community engagement techniques to capture the views, opinions and expectations of the community in relation to asset quality, maintenance and renewal priorities and standards.

### **2. *Asset Planning and Budgeting***

- Asset management principles will be integrated within existing planning and operational processes.
- Asset condition assessment will be carried out by Works & Operations Department, leading to a program of works based on risk matrix profile, road hierarchy and road classification.
- Council will adopt life cycle cost analysis for the management of infrastructure assets.
- Capital Works Projects and Asset Maintenance shall be subjected to technical and financial evaluation and prioritised using predetermined criteria and the principles outlined in Council's Asset Management Plans.
- Council will regularly review its asset inventory and identify opportunities for asset rationalisation.
- Wherever possible, predictive modelling will be used to develop and implement preventative maintenance programs to ensure that lowest net life cycle cost is achieved and asset potential is optimised.

### **3. *Asset Operations and Management***

- A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best practice throughout all departments of Council.
- Maintenance plans shall be developed using asset condition data and shall incorporate a cost-benefit analysis.
- All services shall be regularly benchmarked to ensure Council is meeting best practice standards, and
- All outsourced services will be procured through a competitive process.

### **4. *Management of Risk***

- Council will maintain a program of regular inspection of assets under its control to minimise community's risk.
- Council will implement the principles of ISO 3000:2009 when identifying analysing, evaluating and treating risks presented by Council assets and infrastructure, and
- Council will maintain Work Health and Safety System for its employees and contractors working on Council assets.

#### 5. ***Asset Accounting and Costing***

- Systematic, cyclic reviews will be applied to all asset classes ensuring assets are managed, valued and depreciated according to appropriate best practice Australian Standards.
- Council will maintain a detailed asset management system of all owned assets.
- Useful lives will be determined for each of these assets with the written down value determined in accordance with the current applicable accounting regulations.
- Depreciation charges will be calculated using a method that reflects the true consumption of the asset, or is an indication of the future cash flows necessary to sustain asset condition and maintain the required service level. Wherever possible, condition based depreciation method will be used to determine written down value, and
- Council will value all these current assets at Fair Value.
- Council will revalue each asset class on a regular (3-5 years) basis.
- Residual values will be determined based on value at the end of the economic life cycle.

#### 6. ***Asset Management Plans***

- Council will develop Asset Management Plans for each asset Category.
- Asset Management Plans will establish Levels of Service, Future Demand, Life Cycle Management Plans Financial Projections, Asset Management Practices, Performance Monitoring and Improvement.
- Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of services.
- The Asset Management Plans will be linked to the Community Strategic Plan and Long Term Financial Plan, and
- The Asset Management Plans will be subjected to continuous improvement.

### **ROLES AND RESPONSIBILITIES**

The responsibilities and relationships associated with Asset Management are:

#### ***The Council***

- To act as overall stewards for Council assets.
- To adopt the corporate Asset Management Policy and Strategy.
- To agree to levels of service, risk and cost standards via the annual Business Planning process, and
- To approve appropriate resources for asset management activities in the Long Term Financial Plan and the annual budget.

#### ***Executive Management Group***

- To foster and support the cross-functional Asset Management Policy.
- To ensure that accurate and reliable information is presented to Council for decision-making, and
- To ensure that adequate resources are provided to implement approved Asset Management Strategies and plans.

#### ***Senior Management***

- To monitor and review the implementation of the Asset Management Policy and Asset Management Strategy.
- To represent the key asset management functions, e.g. Infrastructure Planning, Maintenance and Construction, Finance, Community Engagement and direct service provision such as Recreation and Community Services.
- To monitor the development and implementation of the Asset Management Practices Improvement Strategy.
- To provide guidance to develop long term (whole of life) Asset Management Plans for major asset groups.
- To ensure the community needs and expectations are considered in the development of Asset Management Plans.
- Maintain Asset registers and condition reporting systems for Council.

- To review the performance of asset management programs such as maintenance programs and capital works programs.
- Ensure efficient and effective use of Council funds and optimising "life cycle" cost of all assets.
- Promote and raise awareness of asset management to the Council, staff, key stake-holders and the community.
- To provide advice on City structure plans, land use planning and major (subdivision) developments, and
- To evaluate and prioritise Capital Works projects on Council-owned and controlled land and recommend the annual and 10 year program to the Executive Management Group.

#### ***Asset / Risk Coordinator***

- The implementation of an effective Asset Management System, to ensure the Council takes a proactive role in Asset Management.
- To develop and implement asset management strategies
- To coordinate to the development of forward planning programs for Council's asset activities within the Division
- To lead in the development of asset performance standards
- In consultation with the community and the Director of Works and Operation develop long term strategic and operational plans asset and infrastructure management
- Proactively pursue improvement in the management of all Council's activities and assets in accordance with StateCover best practice guidelines
- Development and implementation of asset management processes to enable long term sustainable management of Council's infrastructure
- Prepare reports for Council outlining such matters as level of funding required to maintain assets, list of priority projects
- Complete questionnaires associates with asset management
- Attend relevant and approved Asset management Seminars and develop a network with other Councils

#### **ASSET MANAGEMENT FRAMEWORK**

The management of Council's assets will be within the framework outlined below.

<sup>1</sup>The Asset Management (AM) framework links asset management activities with the council's strategic objectives. Figure 1 defines the Asset Management Framework consisting of a documented hierarchy of AM policy, Strategy and plans that:

- Links organisational strategic objectives with the AM policies and objectives needed to deliver them;
- Links council's strategic objectives with the levels of service that the assets should deliver;
- Guides, the AM priorities, the work required on the assets to achieve those objectives, and the finances needed to support that work.

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<sup>1</sup> IIMM -2011 The Asset Management Framework, page 2/3

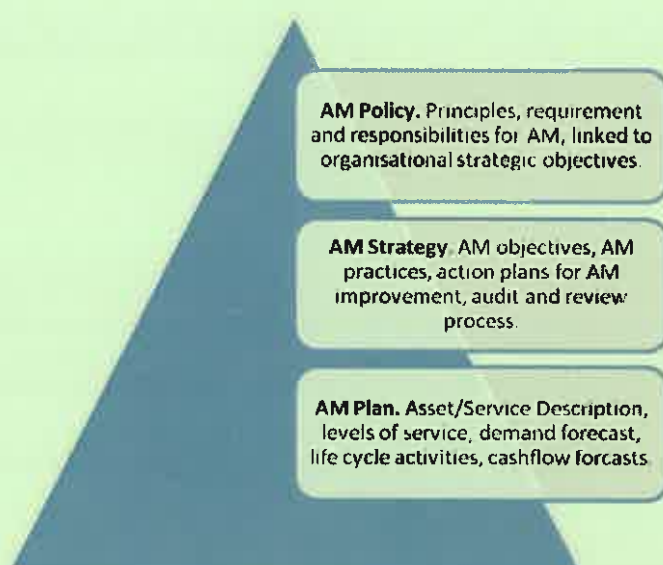


Figure 1 the Asset Management Framework

## GUIDING PRINCIPLES FOR ASSET MANAGEMENT DECISIONS

Council will take into consideration the following principles to determine asset management decisions.

### 1. **Level of Service**

- (a) In accordance with its long term Asset Management and Financial Plans, Council will provide quality infrastructure assets that support service levels that are appropriate, accessible, responsive and sustainable to the community.
- (b) Consult with the community and key stakeholders on determining Levels of Service and asset service standards.

### 2. **Demand Forecasting**

- (a) Developing sustainable and effective management strategies for the long term including demand analysis covering changes in legislations and demographics.

### 3. **Life Cycle Planning**

- (a) Life Cycle Asset Management is fundamental to the achievement of the Council Plan and Council's Long Term Financial Strategy Plan.
- (b) The decision to fund capital projects will be based on agreed criteria for the evaluation and prioritisation of Capital proposals. This will include those projects suggested by the community.
- (c) Setting the priority for asset management in descending order as follows:
  - 1. Asset renewal,
  - 2. Asset upgrade, and
  - 3. Asset extension.

### 4. **Risk Management**

- (a) Resources and priorities for asset management practices will include a risk assessment.

### 5. **Financial Management**

- (a) The amount of renewal funding required to maintain minimum service levels will be reflected in Council's 10 Year Long Term Financial Plan.
- (b) The provision of funding for new projects will only be considered after renewal requirements are identified and considered.

- (c) Prior to consideration of any major new works, renewal or up-grade to an asset, a critical review, based on demonstrated service needs will be undertaken and the "whole of life" costs of that asset will be reflected in Council's 10 Year Financial Plan.
- (d) Decisions today impact on future generations.
- (e) Accounting procedures will follow Council's current Accounting Policy and Procedure (see Appendix A).

## DEFINITIONS

**Asset** – A physical component of a facility which has value and enables services to be provided and has an economic life of greater than 12 months. They represent not only physical objects or rights which have some monetary value, but also result from expenditure from which the benefit is yet to be derived.

**Asset Life Cycle** – This is the period of ownership of an asset from the planning and design phase through to decommissioning or disposal.

**Asset Management** – Asset Management is a systematic process to guide the planning, acquisition, operation and maintenance, renewal and disposal of assets.

**Asset Management Information System** – An Asset Management Information System is the foundation for all Asset Management practices. It is a combination of processes, data and software applied to provide the essential outputs for effective asset management such as reduced risk and optimum infrastructure investment. The Asset Management Information System links to other information systems within Council such as the Property System, Geographic Information System, Finance System and Document Management System integrating Asset Management with the rest of Council's operations.

**Asset Management Strategy** – A strategy for asset management covering development and implementation of plans and programs for asset creation, operation, maintenance, rehabilitation, replacement, disposal and performance monitoring to ensure desired level of service and other operational objectives are achieved at optimum cost. The Community Strategic Plan typically has a 10-25 year horizon and aligns Asset Management with the corporate business plan (IPWEA, 2006).

**Asset Management Plan** – A plan developed for the management of one or more infrastructure assets that combines multi-disciplinary management techniques (including technical and financial) over the lifecycle of the assets in the most cost effective manner to provide a specified level of service. A significant component of the plan is long-term cash flow projection for the activities (IPWEA, 2006).

**Capital Expansion** – Providing a new asset – e.g. extending a footpath to an area where the footpath did not exist or was classified as "natural earth".

**Capital Renewal** – Renewing the existing asset to extend its serviceability, but not providing a higher level of service – e.g. resealing, re-sheeting an unsealed road (not widening).

**Capital Upgrade** – Renewing the asset, thereby providing a higher level of service – e.g. sealing an unsealed road, upgrading a stormwater pipe with a larger size.

**Infrastructure Asset** – Infrastructure assets are typically large, interconnected networks or portfolios of composite assets, comprising components and sub-components that are usually renewed or replaced individually to continue to provide the required level of service from the network. Some examples are roads, footpaths and cycle ways, water and sewerage reticulation infrastructure, bridges and municipal buildings.

**Level of Service** – Defining and meeting community expectations in relation to the quality and quantity of services delivered by Council. In the context of asset management, this applies to assets such as roads.

**Maintenance** – Does not upgrade or renew the asset, it just enables the asset to attain its planned lifespan – e.g. pothole repair, crack sealing and bitumen patching.

**Operational Plan** – Operational plans generally comprise detailed implementation plans and information with a 1-3 year outlook (short-term). The plans typically cover operational control to ensure delivery of Asset Management Policy, Strategy and Plans. The plans also detail structure, authority, responsibilities, deliver defined levels of service and emergency preparedness/response (IPWEA, 2006).

**Useful Life of an Asset** – The useful or economic life of an asset is the estimated or expected time between placing the asset into service and removing it from service.

#### REFERENCES

NSW Local Government Act 1993 (as amended)  
NSW Local Government Regulation (as amended)  
Australian Accounting Standards  
Civil Liability Act 2002  
WHS Act 2011  
WHS Regulation  
International Infrastructure Management Manual  
ISO 30000:2009 Risk Management Principles  
ULSC Procurement Policy  
ULSC Infrastructure Plan

#### VARIATION

Council reserves the right to vary or revoke this policy.

## APPENDIX 2:

### INFRASTRUCTURE, PROPERTY, PLANT AND EQUIPMENT ACCOUNTING POLICY AND PROCEDURE

#### 1.1 Materiality

Assets with an economic life, which is determined to be longer than one year, are only capitalised where the cost of acquisition/construction exceeds materiality thresholds established by Council for each type of asset. In determining such thresholds, which are reviewed annually, regard is given to the nature of the asset and its estimated service life.

Examples of capitalisation thresholds applied during the year under review are provided below:-

Land	- Council Land - Operational and Community	Capitalise
	- Open Space	Capitalise
	- Land under Roads	Not Capitalised

#### Roads, Bridges, and Footpaths

- Construction/Reconstruction	Capitalise if value >\$10,000
- Reseal/Resheet and Major Repairs	Capitalise if value >\$ 5,000

#### 1.2 Fair Valuation

The Office of Local Government, Department of Premier and Cabinet (DLG) 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.

All Plant and Equipment assets were initially recognised at fair value from 30 June 2008 and were re-valued at fair value at 30 June 2013. Buildings and Operational Land assets were scheduled for revaluation as at 30 June 2013. For reasons beyond Council's control accurate valuations were not able to be provided to Council by the nominated Valuer within the required timeframe therefore revaluations of Buildings and Operational Land assets were deferred until 30 June 2014.

The Office of Local Government, Department of Premier and Cabinet have determined that all asset classes are required to be re-valued, every five years, at their fair value, as follows:-

2012/2013 -	Buildings, Operational Land, and Property, Plant and Equipment assets.
2014/2015 -	Roads, Bridges, Footpaths, Stormwater, and Drainage assets.
2015/2016 -	Community Land, Land Improvements, Other Structures, and other assets.
2017/2018 -	Water Supply and Sewerage network assets.

(i) **Plant and Equipment, Office Equipment, Furniture and Fittings, Leased Plant and Equipment - Depreciation**

These classes of assets are recognised at fair value, as approximated by depreciated historical cost, as at 30 June 2013. The initial valuation at fair value was as at 30 June 2008. Prior to these valuations at fair value, the Property, Plant and Equipment assets acquired after 1 January 1993 were recorded at cost.

Major depreciation periods are:-

- Plant and Equipment, Road-making Equipment	10 to 15 years
- Office Equipment	5 to 10 years
- Office Furniture and Fittings	10 to 20 years
- Motor Vehicles	5 years

Asset capitalisation thresholds include:-

- Office Equipment	\$2,000
- Furniture and Fittings	\$2,000
- Plant and Equipment	\$5,000

(ii) **Plant and Equipment, Office Equipment, Furniture and Fittings, Leased Plant and Equipment - Fair Value**

Plant and Equipment, Office Equipment, Furniture and Fittings, Leased Plant and Equipment assets 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.'*

All new assets and asset acquisitions made after the respective dates of valuation are recorded at their initial cost of acquisition. Major depreciation periods and capitalisation thresholds remain unchanged.

**Land Under Roads**

Council has elected not to recognise land under roads acquired before 30 June 2008 in the Statement of Financial Position in accordance with AASB 1051. Land under roads acquired after 30 June 2008 is recognised in accordance with AASB 116 – Property, Plant and Equipment. No land under roads has been acquired after 30 June 2008.

**Buildings and Operational Land**

Buildings and Operational Land asset classes were re-valued at Fair Value by external valuation by Scott Fullarton Valuations Pty Ltd as at 30 June 2014.

Buildings and Operational Land were initially valued at Fair Value as per AASB 116 by 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.

All new assets and asset acquisitions made after the respective dates of valuation are recorded at their initial cost of acquisition. 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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### Community Land – Council Controlled

Community Land asset class was valued at Fair Value as per AASB 116 by 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 assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

Major depreciation periods are:-

Community Land	Non Depreciable
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Asset capitalisation thresholds include:-

Community Land	Valuation
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### Other Structures

Other Structures asset class was re-valued at Fair Value by external valuation by Scott Fullarton Valuations Pty Ltd as at 30 June 2014.

Other Structures were initially valued at Fair Value as per AASB 116 by independent Valuer; Scott Fullarton 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 assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

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

### Infrastructure Assets

#### Water Supply and Sewerage Assets - Fair Value

Water Supply and Sewerage infrastructure assets are valued at Fair Value by an internal valuation undertaken by Upper Lachlan Shire Council professional operations staff and are recognised at fair value from 30 June 2012.

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.

All Council water and sewerage assets are recorded at fair value. All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

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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#### **Stormwater Drainage Assets**

The Stormwater and Drainage asset classes were valued at Fair Value by an internal valuation undertaken by Upper Lachlan Shire Council professional engineering staff and are recognised at fair value from 30 June 2010.

All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

Previously, all stormwater and drainage assets were recorded at "deemed cost" being the carrying amount of those assets at 30 June 2002 in accordance with AASB 1041.

Major depreciation periods are:-

- Drainage Structures	100 years
- Culverts	100 years
- Stormwater and Flood Control Structures	100 years

Asset capitalisation thresholds include:-

- Drains and Culverts	\$5,000
- All other Stormwater assets	\$5,000

#### **Transportation Infrastructure Assets**

The transportation infrastructure asset classes were valued at Fair Value by an internal valuation undertaken by Upper Lachlan Shire Council professional engineering staff and are recognised at fair value from 30 June 2010.

All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

Previously, all transportation assets were recorded at "deemed cost" being the carrying amount of those assets at 30 June 2002 in accordance with AASB 1041.

Major depreciation periods are:-

- Sealed Roads – Surface	20 years
- Sealed Roads – Structure	100 years
- Unsealed Roads	100 years
- Other Road Structures	100 years
- Bridges – Concrete	100 years
- Bridges – Timber	40 - 100 years
- Drainage Structures on Roads	100 years
- Bulk Earthworks	Infinite
- Kerb and Guttering	80 years
- Footpaths	80 years

Asset capitalisation thresholds include:-

- Road construction, gravel resheeting and reconstruction \$5,000
- Bridge construction and reconstruction \$5,000
- Footpaths and Kerb and Guttering \$5,000

#### Other Assets

Other Assets are valued at Fair Value under AASB 116 from 30 June 2012 using the depreciated historical cost method. All new assets and asset acquisitions made after the respective dates of valuation will be recorded at their initial cost of acquisition.

Previously, all assets acquired after 1 January 1993 were recorded at cost.

#### Restricted Assets

Restrictions exist in relation to the following asset classes, which must be applied for the purposes for which special rates and other charges enabling their purchase were raised.

Description	2014 (\$000)
Water Supplies	21,729
Sewerage Services	13,485
Domestic Waste Management	644
<b>Total Assets</b>	<b>\$35,858</b>



yr 20	yr 21	yr 22	yr 23	yr 24	yr 25	yr 26	yr 27	yr 28	yr 29	yr 30	yr 31	yr 32	yr 33	yr 34	yr 35	yr 36	yr 37	yr 38
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000

yr 20	yr 21	yr 22	yr 23	yr 24	yr 25	yr 26	yr 27	yr 28	yr 29	yr 30	yr 31	yr 32	yr 33	yr 34	yr 35	yr 36	yr 37	yr 38
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
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30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000

rev_ytd	rev_yr1	rev_yr2	rev_yr3	rev_yr4	rev_yr5	rev_yr6	rev_yr7	rev_yr8	rev_yr9	rev_yr10	rev_yr11	rev_yr12	rev_yr13	rev_yr14	rev_yr15	rev_yr16	rev_yr17	rev_yr18
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000

5 1019,926.81

5 1,595,485.12

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144	2145	2146	2147	2148	2149	2150	2151	2152	2153	2154	2155	2156	2157	2158	2159	2160	2161	2162	2163	2164	2165	2166	2167	2168	2169	2170	2171	2172	2173	2174	2175	2176	2177	2178	2179	2180	2181	2182	2183	2184	2185	2186	2187	2188	2189	2190	2191	2192	2193	2194	2195	2196	2197	2198	2199	2200	2201	2202	2203	2204	2205	2206	2207	2208	2209	2210	2211	2212	2213	2214	2215	2216	2217	2218	2219	2220	2221	2222	2223	2224	2225	2226	2227	2228	2229	2230	2231	2232	2233	2234	2235	2236	2237	2238	2239	2240	2241	2242	2243	2244	2245	2246	2247	2248	2249	2250	2251	2252	2253	2254	2255	2256	2257	2258	2259	2260	2261	2262	2263	2264	2265	2266	2267	2268	2269	2270	2271	2272	2273	2274	2275	2276	2277	2278	2279	2280	2281	2282	2283	2284	2285	2286	2287	2288	2289	2290	2291	2292	2293	2294	2295	2296	2297	2298	2299	2300	2301	2302	2303	2304	2305	2306	2307	2308	2309	2310	2311	2312	2313	2314	2315	2316	2317	2318	2319	2320	2321	2322	2323	2324	2325	2326	2327	2328	2329	2330	2331	2332	2333	2334	2335	2336	2337	2338	2339	2340	2341	2342	2343	2344	2345	2346	2347	2348	2349	2350	2351	2352	2353	2354	2355	2356	2357	2358	2359	2360	2361	2362	2363	2364	2365	2366	2367	2368	2369	2370	2371	2372	2373	2374	2375	2376	2377	2378	2379	2380	2381	2382	2383	2384	2385	2386	2387	2388	2389	2390	2391	2392	2393	2394	2395	2396	2397	2398	2399	2400	2401	2402	2403	2404	2405	2406	2407	2408	2409	2410	2411	2412	2413	2414	2415	2416	2417	2418	2419	2420	2421	2422	2423	2424	2425	2426	2427	2428	2429	2430	2431	2432	2433	2434	2435	2436	2437	2438	2439	2440	2441	2442	2443	2444	2445	2446	2447	2448	2449	2450	2451	2452	2453	2454	2455	2456	2457	2458	2459	2460	2461	2462	2463	2464	2465	2466	2467	2468	2469	2470	2471	2472	2473	2474	2475	2476	2477	2478	2479	2480	2481	2482	2483	2484	2485	2486	2487	2488	2489	2490	2491	2492	2493	2494	2495	2496	2497	2498	2499	2500	2501	2502	2503	2504	2505	2506	2507	2508	2509	2510	2511	2512	2513	2514	2515	2516	2517	2518	2519	2520	2521	2522	2523	2524	2525	2526	2527	2528	2529	2530	2531	2532	2533	2534	2535	2536	2537	2538	2539	2540	2541	2542	2543	2544	2545	2546	2547	2548	2549	2550	2551	2552	2553	2554	2555	2556	2557	2558	2559	2560	2561	2562	2563	2564	2565	2566	2567	2568	2569	2570	2571	2572	2573	2574	2575	2576	2577	2578	2579	2580	2581	2582	2583	2584	2585	2586	2587	2588	2589	2590	2591	2592	2593	2594	2595	2596	2597	2598	2599	2600	2601	2602	2603	2604	2605	2606	2607	2608	2609	2610	2611	2612	2613	2614	2615	2616	2617	2618	2619	2620	2621	2622	2623	2624	2625	2626	2627	2628	2629	2630	2631	2632	2633	2634	2635	2636	2637	2638	2639	2640	2641	2642	2643	2644	2645	2646	2647	2648	2649	2650	2651	2652	2653	2654	2655	2656	2657	2658	2659	2660	2661	2662	2663	2664	2665	2666	2667	2668	2669	2670	2671	2672	2673	2674	2675	2676	2677	2678	2679	2680	2681	2682	2683	2684	2685	2686	2687	2688	2689	2690	2691	2692	2693	2694	2695	2696	2697	2698	2699	2700	2701	2702	2703	2704	2705	2706	2707	2708	2709	2710	2711	2712	2713	2714	2715	2716	2717	2718	2719	2720	2721	2722	2723	2724	2725	2726	2727	2728	2729	2730	2731	2732	2733	2734	2735	2736	2737	2738	2739	2740	2741	2742	2743	2744	2745	2746	2747	2748	2749	2750	2751	2752	2753	2754	2755	2756	2757	2758	2759	2760	2761	2762	2763	2764	2765	2766	2767	2768	2769	2770	2771	2772	2773	2774	2775	2776	2777	2778	2779	2780	2781	2782	2783	2784	2785	2786	2787	2788	2789	2790	2791	2792	2793	2794	2795	2796	2797	2798	2799	2800	2801	2802	2803	2804	2805	2806	2807	2808	2809	2810	2811	2812	2813	2814	2815	2816	2817	2818	2819	2820	2821	2822	2823	2824	2825	2826	2827	2828	2829	2830	2831	2832	2833	2834	2835	2836	2837	2838	2839	2840	2841	2842	2843	2844	2845	2846	2847	2848	2849	2850	2851	2852	2853	2854	2855	2856	2857	2858	2859	2860	2861	2862	2863	2864	2865	2866	2867	2868	2869	2870	2871	2872	2873	2874	2875	2876	2877	2878	2879	2880	2881	2882	2883	2884	2885	2886	2887	2888	2889	2890	2891	2892	2893	2894	2895	2896	2897	2898	2899	2900	2901	2902	2903	2904	2905	2906	2907	2908	2909	2910	2911	2912	2913	2914	2915	2916	2917	2918	2919	2920	2921	2922	2923	2924	2925	2926	2927	2928	2929	2930	2931	2932	2933	2934	2935	2936	2937	2938	2939	2940	2941	2942	2943	2944	2945	2946	2947	2948	2949	2950	2951	2952	2953	2954	2955	2956	2957	2958	2959	2960	2961	2962	2963	2964	2965	2966	2967	2968	2969	2970	2971	2972	2973	2974	2975	2976	2977	2978	2979	2980	2981	2982	2983	2984	2985	2986	2987	2988	2989	2990	2991	2992	2993	2994	2995	2996	2997	2998	2999	3000
2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144	2145	2146	2147	2148	2149	2150	2151	2152	2153	2154	2155	2156	2157	2158	2159	2160	2161	2162	2163	2164	2165	2166	2167	2168	2169	2170	2171	2172	2173	2174	2175	2176	2177	2178	2179	2180	2181	2182	2183	2184	2185	2186	2187	2188	2189	2190	2191	2192	2193	2194	2195	2196	2197	2198	2199	2200	2201	2202	2203	2204	2205	2206	2207	2208	2209	2210	2211	2212	2213	2214	2215	2216	2217	2218	2219	2220	2221	2222	2223	2224	2225	2226	2227	2228	2229	2230	2231	2232	2233	2234	2235	2236	2237	2238	2239	2240	2241	2242	2243	2244	2245	2246	2247	2248	2249	2250	2251	2252	2253	2254	2255	2256	2257	2258	2259	2260	2261	2262	2263	2264	2265	2266	2267	2268	2269	2270	2271	2272	2273	2274	2275	2276	2277	2278	2279	2280	2281	2282	2283	2284	2285	2286	2287	2288	2289	2290	2291	2292	2293	2294	2295	2296	2297	2298	2299	2300	2301	2302	2303	2304	2305	2306	2307	2308	2309	2310	2311	2312	2313	2314	2315	2316	2317	2318	2319	2320	2321	2322	2323	2324	2325	2326	2327	2328	2329	2330	2331	2332	2333	2334	2335	2336	2337	2338	2339	2340	2341	2342	2343	2344	2345	2346	2347	2348	2349	2350	2351	2352	2353	2354	2355	2356	2357	2358	2359	2360	2361	2362	2363	2364	2365	2366	2367	2368	2369	2370	2371	2372	2373	2374	2375	2376	2377	2378	2379	2380	2381	2382	2383	2384	2385	2386	2387	2388	2389	2390	2391	2392	2393																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																

How My Budgeting																				
																		PV Benefit	1,181	
																		PV Cost	2,251	
																		NPV (PV of Benefit)-(PV of Cost)	-1,070	
																		PV Benefit	3,220	
																		PV Cost	7,251	
																		BGR (PV of Benefit)/(PV of Cost)	0.44%	
Yr 62	Yr 63	Yr 64	Yr 65	Yr 66	Yr 67	Yr 68	Yr 69	Yr 70	Yr 71	Yr 72	Yr 73	Yr 74	Yr 75	Yr 76	Yr 77	Yr 78	Yr 79	Yr 80	Column 1	Column 2
62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80		
\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	1,400,000	\$ 1,625,000
-143,571	-145,528	-148,012	-150,225	-152,467	-154,774	-157,096	-159,467	-161,844	-164,271	-166,735	-169,237	-171,775	-174,357	-176,987	-179,671	-182,418	-185,193	-187,993	7,250,000	
-143,571	-145,528	-148,012	-150,225	-152,467	-154,774	-157,096	-159,467	-161,844	-164,271	-166,735	-169,237	-171,775	-174,357	-176,987	-179,671	-182,418	-185,193	-187,993	6,889,624	
-298,25	-291,05	-286,02	-280,45	-274,93	-269,54	-264,29	-259,18	-254,21	-249,38	-244,69	-240,13	-235,70	-231,40	-227,23	-223,19	-219,28	-215,49	-211,81	2,639,624	\$ 724,540
																			1,119,336	
																			\$	

Yr 62	Yr 63	Yr 64	Yr 65	Yr 66	Yr 67	Yr 68	Yr 69	Yr 70	Yr 71	Yr 72	Yr 73	Yr 74	Yr 75	Yr 76	Yr 77	Yr 78	Yr 79	Yr 80	Column 1	Column 2	
62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80			
300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	-18,520,410	\$ -4,211,888
-15,311	-172,40	-178,305	-183,333	-187,593	-191,177	-194,184	-196,625	-198,513	-200,000	-201,135	-201,961	-202,521	-202,861	-202,931	-202,791	-202,481	-201,951	-201,251	-200,431	34,000,000	
284,689	222,951	201,795	200,522	219,451	218,213	216,896	215,751	214,487	213,205	211,903	210,581	209,240	207,875	206,497	205,094	203,671	202,226	200,759	199,265	6,761,616	
3,978	3,141	2,920	2,715	2,523	2,345	2,179	2,025	1,882	1,749	1,624	1,508	1,400	1,300	1,207	1,120	1,040	965	895	825	1,270,897	

## How My Budgeting

PV Benefit  
PV Cost  
NPV (PV of Benefit)-(PV of Cost)

436,27  
420,11  
1,635

PV Benefit  
PV Cost  
BGR (PV of Benefit)/(PV of Cost)

436,27  
420,11  
1.04%



# **Upper Lachlan Shire Council**

## **BUSINESS PLAN**

for the proposed

### **Upper Lachlan Shire Community and Civic Centre**

Date: February 2017

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## **DISCLAIMER**

John Bell, General Manager, Upper Lachlan Shire Council, on behalf of the local government area community and the Upper Lachlan Shire Council, provide this information in good faith, and have made every effort to ensure that it is accurate and reliable.

The above expressly disclaim any liability and responsibility to any person in respect of anything, and of the consequences of anything, done or omitted to be done by any such person in reliance upon the contents of this document.

## **1. EXECUTIVE SUMMARY**

This business plan has been prepared in respect to the proposed construction of a Community and Civic Centre to facilitate public comment on this important project.

The project involves designing and constructing a new Community and Civic Centre facility in Crookwell, on Council owned land stock, located on Laggan Road. The facility will accommodate the Shire Administration and Civic Centre and Community space for major ventures such as a historical museum, art gallery, tourist information centre or conference facilities.

The financial model developed proposes the utilisation of Council's own land stock at Laggan Road, Crookwell, Lot 3 DP 1112816, utilising part of the 2.55 hectare block for the site of the facility. The land site was valued by Scott Fullarton Valuations Pty Ltd, at 30 June 2014, at \$765,000. Upper Lachlan Shire Council may sell the existing shire administration site if necessary to assist in financing the project. The Council has also allocated \$150,000 to renew and cost plans and study the feasibility of this project.

Local Government has a critical role in servicing all of its residents, businesses, ratepayers and other external bodies and has essentially outgrown its existing premises, where it has been servicing the community since 1912. Council has been undertaking a process for the past ten years to develop a Community and Civic Centre facility designed to meet the organisation's needs for the next 80 years.

Faced with the possibility of more and more building extensions to a 105 year old building, a decision had to be made to completely rebuild, or move to a new location. Council compared a number of sites and its preferred long term location is the Laggan Road site. A geotechnical and EIS investigation of the existing site was carried out when Council sold the block of land next to the existing block to the Crookwell Frail Aged Association, who established the Viewhaven Lodge which is now run by Crookwell/Taralga Aged Care. This report determined that the existing site had no restrictions which limited the ability to build upon the land.

The existing Council Administration building has seen numerous alterations, redesigns and additions made in the past 70 years and now does not meet minimum working condition standards and relevant WH&S building requirements and does not meet today's energy efficiency requirements.

The current building facility restricts and reduces levels of customer services able to be provided to the community. The new Community and Civic Centre will provide excellent facilities for community groups, sporting associations, Council Committees, businesses, other customers and Council employees.

The new building will not only be suitable for the Shire's current and long-term needs for administration and community use, but will also create a tangible cultural centerpiece of which our community can be very proud.

With good business practices, and promotion of the Community and Civic Centre and its services, this facility will provide a valuable ongoing service to the shire residents, ratepayers and businesses and travellers passing through the town for the foreseeable future.

Upper Lachlan Shire Council has made application to the Building Better Regions Fund to assist in the funding of the construction of the Community and Civic Centre. To this end, building design plans and project costings have been prepared, and a further feasibility planning and community consultation process will be commenced prior to proceeding to the construction commencement of the project.

Pre-empting significant community interest, Council has conducted preliminary consultation with the local government area community through articles in the Crookwell Gazette newspaper and the Council newsletter "The Voice". It is noted that more extensive stakeholder consultation will be undertaken by Council with project design and costing calculations underpinning the future facility's success.

The planning and feasibility stage of the Community and Civic Centre project will deliver:-

- The best use of the proposed site.
- The best end use or possible sale for the existing Shire Administration Building.
- A final conceptual design of the Community and Civic Centre Facility.
- A final Master Plan for the Community and Civic Centre.
- A Probity Plan for the project.
- A Revised Risk Management Plan for the project.

It is important to recognise that the preliminary concept drawings determine how the building would work on the site, the actual appearance of the building and details associated with the design will be determined in the design development phase, should Council obtain funding to progress the project.

I encourage you to review this initial business plan and make comment on this important, visionary project designed to position the Upper Lachlan Shire Council for the next 80 years.

John Bell  
General Manager

## **2. BUSINESS PLAN OBJECTIVES**

This Business Plan is designed to:-

1. Provide the community and stakeholders with an overview of the project including the financial aspects and assessment of feasibility.
2. Demonstrate Council's ability to manage the design, development and construction of the new Community and Civic Centre, incorporating the Shire Administration building and community centre.
3. Demonstrate Council's compliance with the Local Government Act 1993 and relevant Regulations.
4. Outline the expected effect on the provision of facilities and services provided by Upper Lachlan Shire Council to the local government area.
5. To utilise a framework to assist in delivering community services and meeting government requirements.

### **3. REGIONAL FUNDING PROGRAM**

The Federal Government, through the Department of Infrastructure and Regional Development have established the Building Better Regions Fund – Infrastructure Projects Stream. Funding applications are to be submitted where the community infrastructure project requires between \$20,000 and \$10million in funding. Under this program funding is being sought by Upper Lachlan Shire Council for \$9,320,410 (Gst ex) for the construction of a Community and Civic Centre in Crookwell. Upper Lachlan Shire Council have applied for exceptional circumstances co-funding exemption due to natural disasters, limited financial capacity and impact of industry decline.

### **4. PROJECT OVERVIEW**

Since 2006 Upper Lachlan Shire Council management and elected officials held a number of meetings with both the Federal and State Governments in relation to the construction of a new Community and Civic Centre in Crookwell. Discussions were held with the NSW State Government Minister, Michael Costa MP and Federal Government Minister, The Hon Jim Lloyd, in relation to infrastructure funding options available to Upper Lachlan Shire Council. To date despite the commitment from both Federal and State Ministers to work towards a partnership to deliver the project concept to fruition there has been no funding source obtained.

Upper Lachlan Shire Council has recently garnered support for the project from Council's electorate through the Federal Member for Hume, Angus Taylor MP and the State Member for Goulburn, Pru Goward MP.

Support has also been forthcoming from Canberra Region Joint Organisation, Gabrielle Cusack, Regional Development Australia Southern Inland, Mareeba Flannery and Central NSW Councils, Cllr Gary Rush.

The Project consists of:-

- An application for funding by Upper Lachlan Shire Council to the Building Better Regions Fund – Infrastructure Projects Stream - to construct a Community and Civic Centre to replace the existing Council Administration facilities in Crookwell.
- The building construction design and site plans are provided for the facility as designed by Dutailis Architects. The total project cost is projected to be \$9,320,410 (Gst ex). The scope of these works is included in the Quantity Surveyors Report.
- The proposed Community and Civic Centre project incorporates Shire Administration office, community spaces and meeting centre and Civic Council Chambers. The provision of a Community Centre will provide sharing of facilities and will also ensure maximum effectiveness and efficiency of community resource space. The facility will allow adequate consideration of cultural services important to the social fabric of the local community.

- The proposed project land site is in Laggan Road, Crookwell, Lot 3 DP 1112816, copy of deposited plan provided. The land is 2.55 hectares and was valued by Scott Fullarton Valuations Pty Ltd, at 30 June 2014, at \$765,000. The land is gazetted as operating land. This will form Council's financial contribution to the project.
- The project management for the construction of the Community and Civic Centre will be under the stewardship of Council senior management.
- An alternative available (but not forming part of the funding application at this stage) is Council may consider selling the parcel of Shire owned land, including the current Crookwell Administration office site, to assist in funding the project. The land site consists of Lots 101 and 102 DP 208578 valued at \$162,000. The land area is 2,023 square metres and buildings were valued at "fair value" by Scott Fullarton Valuations Pty Ltd, at 30 June 2014, at \$1,074,875.
- Upper Lachlan Shire Council will be in a position to commence the project on-site within 12 weeks of funding approval being guaranteed and complete the project by 31 December 2019 as there will be no delays to obtaining finance through borrowings.
- Upper Lachlan Shire Council senior management will prepare and lodge the necessary Development Application and associated consent requirements for the project which will be assessed by the Environment and Planning Department of Upper Lachlan Shire Council. This process will address community concerns and meet planning requirements for issues such as building, sewerage, water supply, roads, parking and traffic implications that will arise as part of the new development.
- Whilst the construction of a new Community and Civic Centre facility will provide additional infrastructure, and therefore additional demand on local government services, it is expected that the demand will be less than that of the existing building due to the reduced maintenance upkeep of a new building.
- The construction of the new facility will have a beneficial effect on the provision of facilities and services by the local government. It has been proven by other local government authorities and businesses who built efficient buildings that there is a direct relationship to improving staff health and well-being.
- The new building facility will assist Council in meeting target greenhouse gas emissions. By 'going green'; natural light, fresh air, overall noise reduction, solar panels, use of geothermic technology in controlling temperatures makes for healthier and more productive employees. This will be a key consideration in the final design approved for the new Community and Civic Centre.

## 5. FINANCIAL SUMMARY FOR THE PROJECT

In summary, the financial aspects are as follows:-

- The estimated total project cost of the new Community and Civic Centre building is \$9,320,410 (GST excl).
- The contribution to the project cost through the Federal Government's, Building Better Regions Fund – Infrastructure Projects Stream for the new Community and Civic Centre building is \$9,320,410 (GST excl).
- The contribution by Upper Lachlan Shire Council to the project is the cost of the current land at \$765,000.
- In addition to these direct construction project costs there are other costs including associated consultants to prepare the necessary probity and risk management plans, feasibility study and undertake the community engagement process the estimated cost is \$150,000.
- The complete Community and Civic Centre project costs analysis based on the conceptual design plans is incorporated in the report prepared by Dutailis Architects (Quantity Surveyor Report).
- The project plan implementation will be project managed by Council's Director of Works in conjunction with senior management in the capacity of a steering committee for the project.
- If Council obtains the financial assistance by way of capital grant funding from the Federal Government towards the construction project there will be negligible financial impact from the initial construction works. There is also the likelihood of cost savings in the future operating costs of a new environmentally friendly, custom built community facility.

The funding would enable Council to provide essential community and customer service facilities addressing the current inadequacies of the Administration Office in Crookwell without saddling the ratepayers of the shire with debt servicing costs for the next 30 years. This will allow Council to continue to address other infrastructure servicing issues, related to the large road network, bridges, community assets, water supply and sewerage network. This capital infrastructure servicing is outlined in Council's Community Management Plan, Annual Reports and forward cash flow projections.

## 6. "SWOT" ANALYSIS

The Strengths, Weaknesses, Opportunities and Threats analysis (SWOT) for the operation of the new Community and Civic Centre facility is detailed below:-

Strengths	Strategy
Bulk of cost of establishing a Community and Civic Centre is covered by the Federal Government.	Apply for funding from the Federal Government to cover the cost of establishment of facility.
Prudent financial management. No debt and associated future burden to the ratepayer to finance the project.	Convey to the community the cost / benefit advantage of first class facilities with negligible community expense toward the project.
Establishment and operating multi-function facility.	Promote community engagement and consultation with the population in all towns and villages and external stakeholders; i.e. government agencies.
Provide excellent community and meeting space for Council and community.	Full utilisation of community space in the facility; i.e. Crookwell and District Arts and other community groups.
Services NSW service provision improvements.	Ensure RMS services continue to be improved and promoted within the community.
Growing community.	Ensure services offered are known to all new residents.
New facility makes provision for future expansion of local government services to the community.	To promote additional services to the region for the benefit of all residents and ratepayers.
Lower operating and maintenance costs and greenhouse gas emissions of the new facility.	Modern facility utilising the latest technological appliances and modern energy efficient design.
The new facility location site and design will ensure sufficient parking, traffic facilities and disability access for all customers.	Implement capital infrastructure facilities to applicable standards.
Will create a healthier facility, addressing risk management and WH&S shortfalls in the existing Administration offices.	Full staff utilisation and increase in welfare, wellbeing and productivity of Council workforce.
Creates a professional image and enhances the presentation of Council.	Ensure the new facility is a centrepiece to the shire and instils community and workforce pride.
Establishes a civic precinct for the town to allow centralisation of Council services and creating economies of scale.	Space allowed for adequate future expansion of facility.

<b>Weaknesses</b>	<b>Strategy</b>
Initial conceptual plans for facility may not meet long term needs of Council.	Ensure proposed building meets short to medium term requirements. Ensure design and location provides for future needs.
Ageing local population.	Ensure services offered cater for the needs of the ageing population.
Proposed land site for facility is located 900m from CBD. Issues related to potential accessibility of services for population may arise.	Proposed site needs to meet immediate and future needs of the shire. Parking and walking accessibility addressed.
Proposed land site does not at present have adequate utilities infrastructure; i.e. street lighting, electricity, footpath and telephone.	Cost estimates to include sufficient funding for new infrastructure services expansion. Funding to be obtained through Federal Government grant.
Local community resistance to change.	Promote the benefits of the services offered. Ensure community group utilisation of facility to full potential. Promote the service improvements.

<b>Opportunities</b>	<b>Strategy</b>
Provide improved service level and additional services to the community.	Continue to evaluate community's needs and try to match services to requirements.
Establishes a long term commitment of Upper Lachlan Shire Council to the region. Clearly establishes identity of amalgamated Council.	The new facility will facilitate a long future presence of the Council in the region continuing to offer broad range of services.
Provide incentive to start new or expand existing businesses and industry.	Convey Council as a modern and progressive organisation with a bright future.
Provide incentive for existing residents to remain in the area.	Will allow existing and future employment opportunities for shire residents.
Provide incentive to attract new residents to the area.	Provide a prompt, broad based and quality service based upon the needs of the community.
Increased employment opportunities.	Provide a prompt, broad based and quality service based upon the needs of the community.
New facility office accommodation will assist with recruitment and retention of quality personnel for Council.	Advertise the best qualities of the region and facility.

Threats	Strategy
Increased construction project costs for the new Community and Civic Centre.	Ensure professional project management and reliable cost estimates are provided.
The land site location may diminish the utilisation of Council services. Inconvenience of being located a short distance away from the CBD.	Promote the services at the facility opening and on an ongoing basis thereafter.
Reduced need for Council services; reduction in number of customer service staff required.	Undertake on-going promotion in the area stressing the importance a viable Council to the shire.
Inadequate or inefficient project management.	A competent project manager with adequate prior experience is appointed. Project Manager is to report to General Manager frequently.
Future amalgamation of Council.	Ensure Council continues to provide excellent services and remains viable into the future. Implemented through prudent management and governance.
Limited resale opportunity for building may result in unrecoverable return on investment.	Council to continue viable operations into the future. Community to utilise the available facility.

## **7. UPPER LACHLAN SHIRE PROFILE**

The Upper Lachlan Shire Council was proclaimed on 11 February 2004. It consists of the entire former Crookwell Shire Council, and part of Gunning and Mulwaree Shire Councils. Council has a population of 7,876 people (ABS ERP 2015) covering an area of 7,243 square kilometres.

Upper Lachlan Shire Council is located in the Southern Tablelands of New South Wales. The centre of population is Crookwell which is located one hour and fifteen minutes from Canberra, two and a half hours from Sydney and thirty minutes from Goulburn. Crookwell is the business hub of the shire for employment, residency and geographical centre. Crookwell is currently, and will remain in the future, the main administrative centre for Council operations.

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.

The towns and villages have experienced average population increases. However, due to the close proximity to Canberra and Sydney there is evident a tree-change culture with the population dynamics shifting based on lifestyle demands for a semi rural lifestyle in the towns and villages of the Shire.

The main Upper Lachlan Shire Council Administration Office is located at Crookwell. Council provides face-to-face customer services including; Council services, Service NSW, Registered Australia Post services and Medicare facilities to the residents, ratepayers and businesses with the Crookwell office servicing the north western section, the Gunning branch services the south western section of the shire and the Taralga branch services the eastern section.

It is expected that the main users of the Community and Civic Centre will be residents whose occupations are classed as primary producers of agricultural pursuits, home duties, local business owners and managers, local employees (including those working on properties around Crookwell), retired and unemployed. The largest changes in the age structure in the Shire between 2006 and 2011 were in the senior age group, increasing by 162 residents, and the empty nesters and retirees, with an additional 123 residents. ABS Census data (2011 figures) show that 30 per cent of the residents were 50 years of age and over. With an ageing population this is expected to increase for the 2016 Census. Based on the evidence of other business plans for possible Community Centres throughout eastern Australia, consultants believe this older group of residents are those who most need the service.

## 8. EXISTING BUILDING INADEQUACIES

The existing office facility is 105 years old and has been added onto and architectural altered a number of times and uses part of an old shed and disused former toilet block for office space. There have been a number of WH&S issues related to risk of electrocution of employees and customers from leaking roofing and electricity light fittings. There are other risks associated with the building that require ongoing maintenance and repair expenses.

Council spent \$196,181 in the two years prior to 2010 on urgent building repairs and upgrade and since 2011 \$299,588 has been spent on capital, building and grounds maintenance to allow the offices to be inhabitable for working conditions of employees. The following issues illustrate the inadequacies of the current premises:-

1. Current Administration office premise is at maximum staff capacity, with a number of small offices housing up to four staff and small segregated offices away from the main building.
2. Staff facilities, i.e. toilet and meal rooms are inadequate. Council staff have to walk across a quadrangle exposed to the climatic extremes to utilise toilet facilities and access to main office facilities. There is frequent extreme winter conditions with surface ice and snow that presents a hazard to staff and the public.
3. Inadequate parking facilities for Council vehicles and the public.
4. The Council Chambers facility is too small and inadequate for conducting Council and public meetings. This is often resulted in members of the public standing outside the chambers in all season weather conditions. The small shared kitchen is shared with the staff.
5. There is a disused fuel storage tank under the quadrangle area between buildings on the site of Administration facilities which will require remediation in the near future.
6. The general customer service area utilised for Services NSW and general rate payments is too small to meet Services NSW standards for a registered Motor Registry agency. Tests cannot be undertaken apart from other customers. Customers are sometimes unable to fit in the limited space and are required to wait outside the building to be served by customer service officers. There is no space for public seating which is a major inconvenience to our elderly and disabled customers who were 34% of the local government area residents in 2011. The number of elderly residents in the Shire is expected to triple by 2026.
7. Workplace amenities - as outlined in WorkCover's code of practice for workplace amenities, illustrate that Council's toilet amenities are inadequate. Council currently has to service 24 female staff and 20 male staff as well as the Councillors and site visitors with only one female, one male and one unisex disabled toilet.
8. Council has attempted to enable disabled access to our buildings but the access is less than satisfactory falling well short of WH&S requirements.

The front service desk is accessed by a ramp but the double set of opening doors does not cater for wheelchairs.

9. The security of the current building is outdated and antiquated. There are personnel and public safety security issues as well as daily cash handling area being unprotected from public access. Upgrade or enhancement will be costly, time-consuming and will not adequately provide a solution to the security issue.
10. Emergency evacuation - due to the age of the building there is no evacuation lighting, alarm system, fire doors or sprinkler system to warn and protect workers in the event of an emergency. Small offices, accessed through other small offices, further exacerbates the fire risk to staff.
11. File storage - All current file storage areas are full, with files being placed in plastic boxes that are stored on the ground in corridors. These storage boxes create trip hazards for both workers and visitors to the building. These storage boxes are increasing the chance of manual handling incidents. Two shipping containers have been placed between the two main buildings to manage confidential documents which increases the time taken to access documents.
12. Due to the lack of space and the old design of the building computer cords hang down the back of the counter and staff desks. These cords are at the perfect height for young children to grab or for workers to trip over.
13. Ergonomics - due to the design of the main counter, counter staff are unable to sit properly as they can not fit their legs underneath the bench increasing the risk of back strains and repetitive strain injuries.
14. Personal space - as per WorkCover's guidelines on WH&S in the office, a rule of thumb for personal space is to allocate 6.25 square metres per individual workstation, including furniture and fittings, but excluding passageways and amenities. As staffing has grown, more staff have been placed in to small offices reducing personal space and creating difficult work areas shared by storage units.

## **9. PUBLIC CONSULTATION AND ADVERTISING**

Upper Lachlan Shire Council has on numerous occasions justified the need for a new Community and Civic Centre facility to the State and Federal Government. The Ministers approached are sympathetic to the Council's situation but do not have access to discretionary funds for a new facility.

Upper Lachlan Shire Council has identified the need for a new Community and Civic Centre facility to the shire community through articles in the local newspaper, the Crookwell Gazette, and in the Council newsletter "The Voice".

The shire community have indicated through initial consultation that they are supportive of a new Community and Civic Centre facility but only on the proviso that the ratepayers are not required to provide funding to build the facility. Council has endeavoured to minimise the cost to the ratepayers for a new facility. Lobbying of governments and investigating a variety of finance options have been undertaken in the past several years.

If Upper Lachlan Shire Council is successful in obtaining funding for a new facility with Council contribution being as detailed in the Project Overview section of this Business Plan, then Council will initiate the next stage of community consultation and advertising. Also, the project implementation would look to utilise local businesses in the development of the facility, creating local employment opportunities for businesses within the region.

The community will continue to be kept up-to-date on the progress of the project during all stages of the project implementation. The Upper Lachlan Shire Council will undertake wide publicity using media; including Radio 2GN, the Goulburn Post and Crookwell Gazette and the three local newsletters, Council's website and Facebook.

The proposed advertising process will include public display of design plan for comment at the three Council Administration offices and the branch public libraries and Community Consultation meetings.

Effective, professionally produced, and 'well positioned' external signage will be installed at the front of the Community and Civic Centre. Subject to both Council and Service NSW regulations, suitable signs will be positioned to ensure that passing traffic is aware of the centre and its services.

Professionally produced internal signage will promote the services of the centre in greater depth and will be aimed at catching the eye of those entering the facility.



### Community Consultation Articles:

1. Back to the Future – Crookwell Gazette
2. Night meeting a tight squeeze – Crookwell Gazette
3. Civic Centre: do you know the story? – Crookwell Gazette
4. Upper Lachlan has pursued state funds for a new civic centre since 2007 – Crookwell Gazette web site
5. Community and Civic Centre Proposal – Crookwell Gazette web site

**NB: All stories in the Crookwell Gazette are also published on Council's web site and Facebook.**

# Crookwell Gazette

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## Skate park construction to ramp up with \$18,000 state grant

The State Government will contribute \$18,000 in a Community Building Partnership Grant to the construction of the new Crookwell Skate Park, Goulburn MP Pru Goward announced on Tuesday. Ms Goward joined Upper Lachlan Shire Council Mayor Brian McCormack and general manager John Bell to see the progress of works now underway.

Read more, page 4



RAMPED: (L-R) Anthony Watt, Cr McCormack, Mr Bell, Ms Goward, Lachlan Grocott, Mewon McPaul, Cody Rootsey, Nehal Sauter, Karim Karimwell.

## Back to the future

IN COUNCIL  
by BRIAN DENNIS

A 10-YEAR wait for an estimated \$6 million civic and community centre now needs a \$150,000 injection of council funds to update the plans.

Upper Lachlan Shire Council has been pursuing state funding for the proposed centre since 2007, after its plans were tabled in 2006.

The centre would see the council's operations relocated from their present site to one adjacent to Viewhaven Lodge on Laggan Road.

Cr Ron Cummins asked how long the council had been negotiating for funding with Goulburn MP Pru Goward at the December meeting.

General manager John Bell referred to the original report on the need for new chambers, dated 2006.

At that time, the council had received the proposal from Goulburn architect Gary Dutallis with drawings by the council's then director of works, Robert Mould.

Mr Bell said the council had been in contact with Ms Goward since her election in 2007 seeking her support to obtain the funding.

At the December meeting, the council instructed Mr Bell to now pursue all avenues of funding for the

proposed new centre.

Mr Bell said efforts for obtaining substantial funding would be ongoing, "and we must be ready to go if that funding eventuates".

The previous council had allocated \$150,000 in the current budget to investigate and upgrade the centre's design.

On Wednesday, Mr Bell said this was because, if funding became available, the council had to be ready

to start work immediately.

The 2006 plans for the centre include community areas and modern offices for staff.

However, facilities for the motor registry do not meet the requirements of the department.

Additionally, the council would be obliged to retain the Gunning and Taralga offices in perpetuity.

The cost estimate for the new centre in 2006 was about \$6 million.



Mr Bell and Ms Goward.



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3PM - 7PM



**TIGHT SQUEEZE:** Both sides of the Council Chambers was packed to capacity at the recent meeting. Photo Bronwyn Haynes.

## Night meeting a tight squeeze

THE public gallery overflowed with close to forty residents attending the Council meeting last Thursday. The air conditioning unit was damaged the week prior and the fans worked overtime to keep everyone comfortable.

Discussed at the meeting were key topics: the proposed

new civic centre, roadworks, Christmas decorations, the Mayor's talk-back session on the radio, Council funds, flood map implications, the council depot, the waste depot, disabled toilets access, backyard swimming pools, streetscapes and much, much more. The Gazette will

cover all these topics in future editions.

Overall, the night meeting was a success however these meetings need to be supported to continue in this time-slot into the future. Some of the gallery were disappointed with the unity of councillors.

# Civic Centre: do you know the story?

## COUNCIL

by BRONWYN HAYNES

IN 2006 the Gazette reported that Council was to investigate the old saleyards site as a new place for a Civic Centre and if the project was to go ahead, that the current Council Chambers would become a prime piece of real estate.

Jump forward to 2009, the Gazette published that Council seek funding for the centre but at that stage the deadline for funding didn't give Council enough time to consult with the public.

Two other sites were then mentioned as the works depot and the current site. Also at that stage, Mr Mowle (a past Council employee) sought permission to present a 3D model to support the application resting around

\$6,000. Cr Shaw at the time said, "we should have open opinions at this stage."

Also in 2009, it was discussed by Council that the proposed Civic Centre should have a museum and art gallery included in the plans. It would also have a meeting room to seat 100 plus. In May 2009, Council had a knock back on their funding application. They were one of 480 applicants in the running for a share of \$2 billion. General Manager John Bell, at the time, said they [Council] had met all the criteria and had a strong application.

Jump forward again to the last Council meeting.

Councillor Cummins moved a motion saying: "The General Manager is NOT to make an application to the Building Better Regions

Fund for the construction of a new Civic Centre in this first round and that the whole concept of building a new Civic Centre is to be put back on the table and the ratepayer is to be included in any future decision made by Council in relation to this project." The motion was defeated by five votes to four. The Council will now apply for the next funding round which closes on February 28.

Council has written to key community stakeholders and one of them mentioned at the meeting, the Progress Association, responded by saying they would like more information about the Centre before they can give written support to the application. The Progress Association said they would like to see more community engagement.

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## Crookwell Gazette (/)

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## Upper Lachlan has pursued state funds for a new civic centre since 2007

Brian Dennis

18 Jan 2017, 10:48 a.m.

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[\(mailto:?subject=Back to the future&body=Hi,I found this article - Back to the future, and thought you might like it http://www.crookwellgazette.com.au/story/4411009/back-to-the-future/\)](mailto:?subject=Back to the future&body=Hi,I found this article - Back to the future, and thought you might like it http://www.crookwellgazette.com.au/story/4411009/back-to-the-future/)

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Upper Lachlan Shire Council has been pursuing state funding for the proposed centre since 2007, after its plans were tabled in 2006.

The centre would see the council's operations relocated from their present site to one adjacent to Viewhaven Lodge on Laggan Road.

Cr Ron Cummins asked how long the council had been negotiating for funding with Goulburn MP Pru Goward at the December meeting.

General manager John Bell referred to the original report on the need for new chambers, dated 2006.

At that time, the council had received the proposal from Goulburn architect Gary Dutailis with drawings by the council's then director of works, Robert Mould.

At the December 2006 meeting, the council instructed Mr Bell to pursue all avenues of funding for the proposed new centre.

Mr Bell said the council had been in contact with Ms Goward since her election in 2007 seeking her support to obtain the funding.

Mr Bell said efforts for obtaining substantial funding would be ongoing, "and we must be ready to go if that funding eventuates".

The previous council had allocated \$150,000 in the current budget to investigate and upgrade the centre's design.

On Wednesday, Mr Bell said this was because, if funding became available, the council had to be ready to start work immediately.

The 2006 plans for the centre include community areas and modern offices for staff.

However, facilities for the motor registry do not meet the requirements of the department.

Additionally, the council would be obliged to retain the Gunning and Taraiga offices in perpetuity.

The cost estimate for the new centre in 2006 was about \$6 million.

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/ Statement from Upper Lachlan Shire Council Mayor Brian McCormack: Community and Civic Centre Proposal

## Statement from Upper Lachlan Shire Council Mayor Brian McCormack: Community and Civic Centre Proposal

Upper Lachlan Shire Council's application for funding under the Building Better Regions Fund (BBRF) for a Community and Civic Centre has sparked much community comment after a motion at Thursday's Council Meeting by Councillors Ron Cummins and Richard Opie to not lodge a funding application was lost 5 votes to 4.

The Building Better Regions Fund supports the Australian Government's commitment to create jobs, drive economic growth and build stronger regional communities in to the future. A new Community and Civic Centre built in Crookwell seeks to achieve those outcomes.

In 2004 when the Upper Lachlan Shire Council was created from Crookwell and parts of the Mulwaree and Gunning Shires, no money was made available to upgrade the current administration building or to create a new building that would meet WH&S standards for staff.

Besides the obvious problems with Council's current administration buildings in Crookwell, including the lack of gallery space for Council Meetings, undersized, ad-hoc and disjointed offices, increased maintenance costs due to the architecture and age of the buildings and a reception that does not meet the requirements of Roads and Maritime Services – Service NSW testing to name a few, Council sees this project as a significant step towards meeting the modern needs of our ever evolving community.

The Community and Civic Centre would house 'smart-work' meeting rooms which would give individuals, community groups and organisations access to high speed internet and business services – a facility that does not currently exist anywhere in the Shire.

The Council Chambers would include break out meeting rooms and a kitchenette. It would also double as a conference centre that would bring regional conferences and meetings to the Shire, benefitting local businesses, community and organisational groups alike and be a boost to local tourism.

... from Upper Lachlan Shire Council Mayor Brian McCormack, Community ... Page 2 of 3

Also proposed in the draft plans are some large community spaces which have possible exciting uses such as art/sculpture galleries, a historical museum, tourist spaces or conference areas. Use of these areas will be discussed and determined with the community at future consultation meetings.

Initial costing for the Centre is \$10,252,451. Council is seeking exceptional circumstances co-funding exemption in this application to BBRF which means that we are asking for full funding for the project, not the 50% we would usually need to find to be eligible to apply.

Building the Community and Civic Centre is an investment in the Upper Lachlan Shire's future.

Although we were seen as Fit for the Future under the recent IPART determination, Council struggles to maintain services like Service NSW due to its current, substandard facilities. I am sure no one in our community would like to see our current services be decentralised to adjoining Shires.

Applying for the BBRF is the first part of a concerted effort to keep important services and have a positive economic effect in the Shire.

The draft plans for the proposed Community and Civic Centre are available via the following link: [www.upperlachlan.nsw.gov.au/council/other-public-documents](http://www.upperlachlan.nsw.gov.au/council/other-public-documents) (<http://www.upperlachlan.nsw.gov.au/council/other-public-documents>). Anyone who wishes to provide comment on the plans is asked to do so by Friday, 31 March 2017 via post to JK Bell, General Manager, PO Box 42, Gunning NSW 2581 or email [council@upperlachlan.nsw.gov.au](mailto:council@upperlachlan.nsw.gov.au) (<mailto:council@upperlachlan.nsw.gov.au>).

#### About the shire

Upper Lachlan is located on the Southern Tablelands about 45km west of Goulburn, 100km north of Canberra and about 130km south-east of Bathurst. It is an area that is known for its fine wool and potato production, history and picturesque countryside.

About 7,500 people live in the Shire, with about 2,000 people living in the major centre of Crookwell with the majority living in the smaller towns and villages or on properties.

#### Contact us

Phone: (02) 4830 1000

Fax: (02) 4832 2066

[council@upperlachlan.nsw.gov.au](mailto:council@upperlachlan.nsw.gov.au) (<mailto:council@upperlachlan.nsw.gov.au>)

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## Community and Civic Centre Proposal

Bronwyn Haynes (/profile/385/bronwyn-haynes)

24 Feb 2017, 10:49 a.m.

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[u=http://www.crookwellgazette.com.au/story/4490145/statement-from-upper-lachlan-shire-council-mayor-brian-mccormack-community-and-civic-centre-proposal/](http://www.crookwellgazette.com.au/story/4490145/statement-from-upper-lachlan-shire-council-mayor-brian-mccormack-community-and-civic-centre-proposal/)

[http://twitter.com/share?](http://twitter.com/share?url=http://www.crookwellgazette.com.au/story/4490145/statement-from-upper-lachlan-shire-council-mayor-brian-mccormack-community-and-civic-centre-proposal/&text=Statement%20from%20Upper%20Lachlan%20Shire%20Council%20Mayor%20Brian%20McCormack%3A%20Community%20and%20Civic%20Centre%20Proposal&via=CGazette)

[url=http://www.crookwellgazette.com.au/story/4490145/statement-from-upper-lachlan-shire-council-mayor-brian-mccormack-community-and-civic-centre-proposal/&text=Statement%20from%20Upper%20Lachlan%20Shire%20Council%20Mayor%20Brian%20McCormack%3A%20Community%20and%20Civic%20Centre%20Proposal&via=CGazette](http://www.crookwellgazette.com.au/story/4490145/statement-from-upper-lachlan-shire-council-mayor-brian-mccormack-community-and-civic-centre-proposal/&text=Statement%20from%20Upper%20Lachlan%20Shire%20Council%20Mayor%20Brian%20McCormack%3A%20Community%20and%20Civic%20Centre%20Proposal&via=CGazette)

<mailto:?subject=Statement from Upper Lachlan Shire Council Mayor Brian McCormack: Community and Civic Centre Proposal&body=Hi I found this article - Statement from Upper Lachlan Shire Council Mayor Brian McCormack: Community and Civic Centre Proposal and thought you might like it http://www.crookwellgazette.com.au/story/4490145/statement-from-upper-lachlan-shire-council-mayor-brian-mccormack-community-and-civic-centre-proposal/>

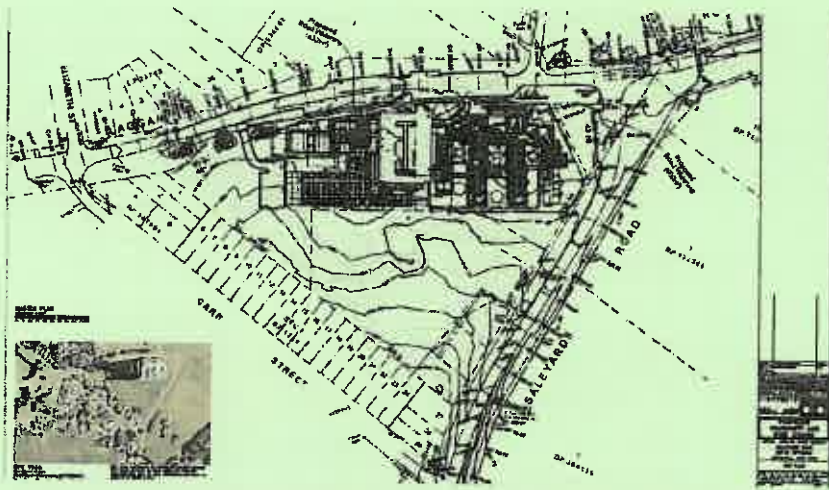
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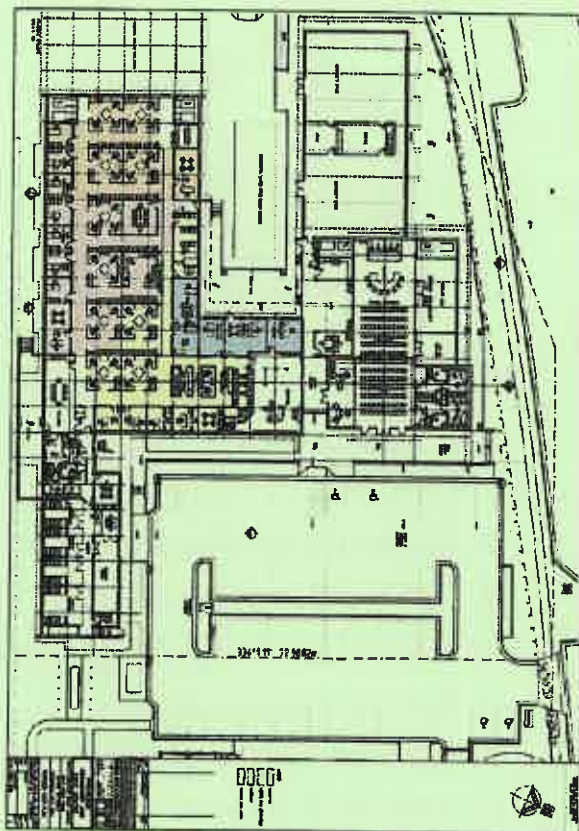
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## Demographic Information:

- 1. About the profile areas**
- 2. SEIFA index of Advantage and disadvantage**
- 3. Estimated Resident Population**
- 4. Service age groups**
- 5. Residents place of work – cost of commute information**
- 6. Individual income**
- 7. Employment Sectors**

# Upper Lachlan Shire

About the profile areas

## Location and boundaries

Upper Lachlan Shire is located in the Southern Tablelands of New South Wales, about 240 kilometres south-west of the Sydney CBD and 140 kilometres north of the Canberra CBD. Upper Lachlan Shire is bounded by Cowra Shire, the Bathurst Regional Council area and the Oberon Council area in the north, Wollondilly Shire and Wingecarribee Shire in the east, the Goulburn Mulwaree Council area, the Queanbeyan-Palerang Regional Council area and the Murrumbidgee Valley Council area in the south, and the Hilltops Council area in the west.

## Name origin

Upper Lachlan Shire is named after the Lachlan River, which forms the north-western boundary of the Shire. The Lachlan River was named after Lachlan Macquarie, Governor of New South Wales, 1809-1821.

Important  
Statistics

Population

**7,876**

2015 ABS ERP

Land area

**712,883**

hectares (7,129 Km<sup>2</sup>)

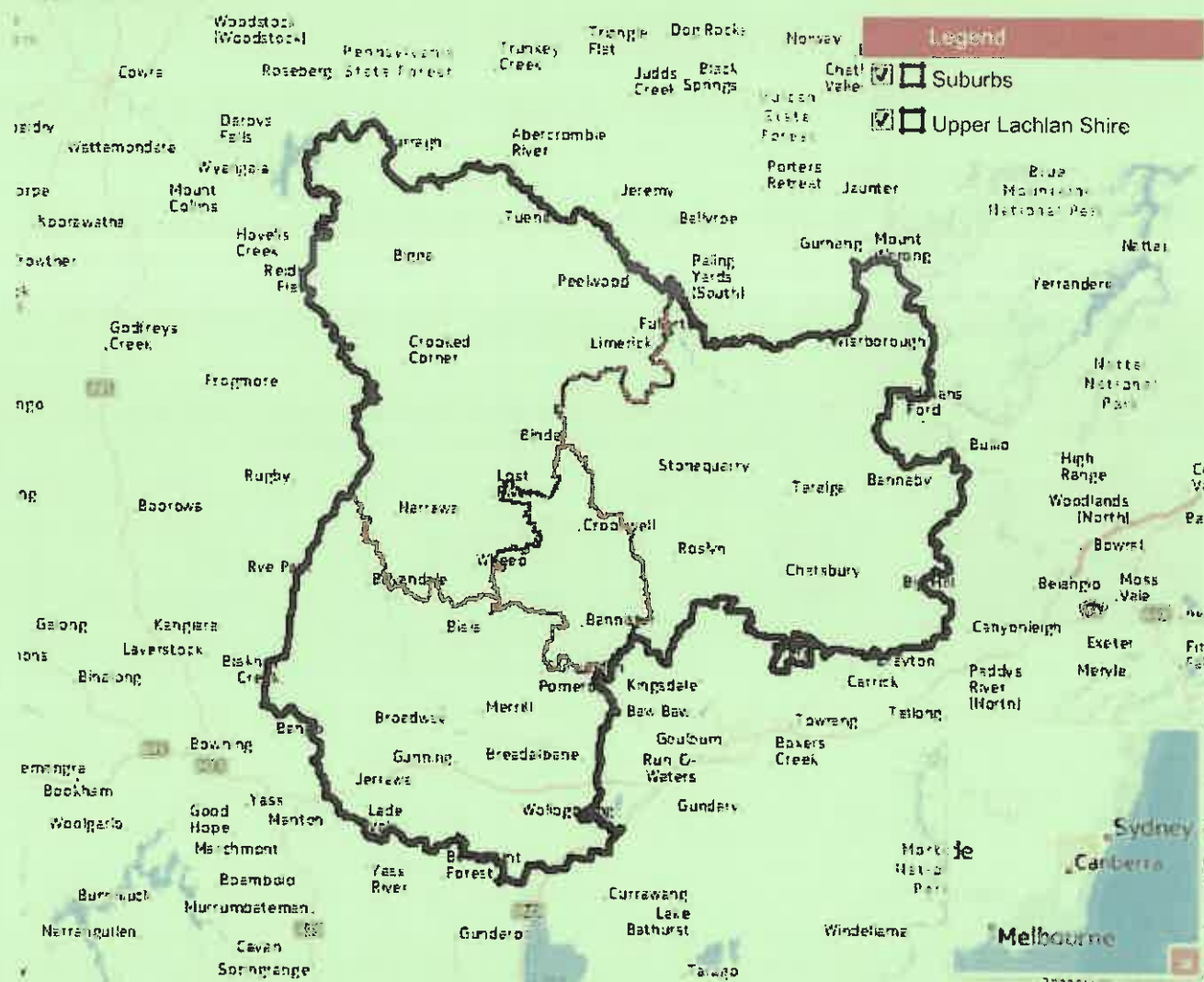
Population density

**0.01**

persons per hectare

## Profile areas

### Weiter Leichter Stuhl



Compiled and presented in profile.id by .id, the population experts.

## Drivers of population change

## settlement history

European settlement of the area dates from the 1820s, with land used mainly for grazing and crop growing, and later some potato growing. Population was minimal until the 1840s. Growth took place from the 1850s into the late 1800s when several townships and villages were established, spurred by gold mining and the opening of the railway line from Sydney. Expansion resumed during the post-war years, with population decline from the 1960s. The population of the Shire fluctuated slightly between 1991 and 2011, but generally remained at about 7,000 people.

## Land use

Upper Lachlan Shire is predominantly rural, with settlement based mainly in the township of Crookwell, the smaller townships of Gunning and Taralga, and the villages and centres of Bigga, Binda, Breadalbane, Collector, Dalton, Grabben Gullen, Jerrawa, Laggan and Tuena. The Shire encompasses a total land area of about 7,100 square kilometres. Rural land is used mainly for agriculture, particularly sheep and cattle grazing, with some wheat, crop and potato growing and viticulture. Tourism is also an important industry.

## Land use

Agricultural  
 Parkland  
 Residential  
 Other



id the  
cotton future

## Transport

Upper Lachlan Shire is served by the Hume Highway, the Federal Highway and the Melbourne-Sydney railway line.

## Major features

Major features of the Shire include Abercrombie River National Park, Blue Mountains National Park, Keverstone National Park, Tarlo River National Park, Wombeyan Karst Conservation Reserve, Keverstone State Conservation Area, Wombeyan Caves, Mundoonen Nature Reserve, Razorback Nature Reserve, Grabine Lakeside Holiday Park, part of Lake Wyangala, Crookwell Wind Farm, Gullen Range Wind Farm, Taralga Wind Farm, the Lachlan River and the Crookwell Central Business District.

## Indigenous background

The original inhabitants of the Upper Lachlan Shire were the Gundungurra Aboriginal people.

## Included areas

Upper Lachlan Shire encompasses the localities of Bannaby, Bannister, Bellmount Forest (part), Bevendale, Biala, Big Hill, Bigga, Binda, Blakney Creek, Brayton (part), Breadalbane, Broadway, Chatsbury, Collector (part), Crooked Corner, Crookwell, Cullerin, Currawang (part), Curraweela, Dalton, Fullerton, Golspie, Grabben Gullen, Greenwich Park (part), Gunning, Gurrundah, Jerrawa, Lade Vale, Laggan, Lerida (part), Limerick, Lost River, Merrill, Middle Arm (part), Mount Werong (part), Myrtleville, Narrawa, Oolong, Peelwood, Pejar, Pomeroy (part), Richlands, Roslyn, Stonequarry, Taralga, Tarlo (part), Tuena, Wayo (part), Wheeo, Wiaborough (part), Wollogorang (part), Wombeyan Caves (part), Woodhouselee (part) and Yalbraith.

# Upper Lachlan Shire

## SEIFA index of Advantage and Disadvantage

**Refers to:**  
Total households

The SEIFA index of Advantage and Disadvantage has "been constructed so that relatively disadvantaged areas have low index values while relatively advantaged areas have high values".

The Index of Relative Socio-Economic Advantage/Disadvantage is derived from attributes such as low income, low educational attainment, high unemployment, jobs in relatively unskilled occupations and variables that broadly reflect disadvantage rather than measure specific aspects of disadvantage (e.g. Indigenous and Separated/Divorced). At the advantage end of the scale, households with high incomes, high education levels, large dwellings, high numbers of motor vehicles, spare bedrooms and professional occupations contribute to a higher score.

High scores on the Index of Relative Socio-Economic Advantage/Disadvantage occur when the area has many families with large houses, high incomes, low unemployment rates and professional occupations. Low scores on the index occur when the area has many low income families and people with little training and in unskilled occupations, as well as children in households with jobless parents. Unlike the index of disadvantage, a high score on this index indicates both a lack of disadvantage and a high level of advantage, based on these attributes.

For more information on the Index of Relative Socio-Economic Advantage/Disadvantage and all other SEIFA indexes please see [Australian Bureau of Statistics 2011, Socio-Economic Indexes for Areas \(SEIFA 2011\) cat. no. 333.0.55.001](#).


For Statistical Areas Level 1 (SA1s) across Australia, the average (population weighted) SEIFA score on the index of disadvantage is 1,000. Therefore areas with an index above 1,000 are above the Australian average and so relatively less disadvantaged, while index figures below 1,000 indicate areas of relatively greater disadvantage when compared to the nation.


## SEIFA index of Advantage and Disadvantage, 2011

Upper Lachlan Shire - Usual residence

Area	IRSEAD index score
Jenning - Dalton and District	1,031.5
Warralga and District	1,010.7
Australia	1,002.6
New South Wales	1,001.8
Upper Lachlan Shire	996.3
Rural Upper Lachlan (North)	993.5
Canberra Region	988.1
Waggonville and District	968.2
Regional NSW	960.8

Source: Australian Bureau of Statistics, [Census of Population and Housing](#) 2011. Compiled and presented in atlas.id by [id](#), the population experts.

 [SEIFA - disadvantage by Local Government Area](#)

 [SEIFA - disadvantage by small area](#)

## Analysis

Upper Lachlan Shire's SEIFA score for 2011 is 996.

The areas with the highest IRSEAD index scores (i.e. The areas of lowest disadvantage in Upper Lachlan Shire), were:

Gunning - Dalton and District (1031.5)  
 Taralga and District (1010.7)  
 Rural Upper Lachlan (North) (993.5)  
 Crookwell and District (968.2)

The areas with the lowest IRSEAD index scores (i.e. The areas of highest disadvantage in Upper Lachlan Shire), were:

Crookwell and District (968.2)  
 Rural Upper Lachlan (North) (993.5)  
 Taralga and District (1010.7)  
 Gunning - Dalton and District (1031.5)

## Data notes

The SEIFA index of Advantage and Disadvantage is an aggregate measure of general advantage and disadvantage derived from 2011 Census data.

Following are a few specific caveats about this data:

SEIFA is an amalgam measure which draws together a number of different variables measuring advantage and disadvantage in an area. While mapping the data at SA1 level shows the spatial distribution of disadvantage very well, variation within SA1s may be masked.

It is possible for an area to score quite low on the index of disadvantage, but have a moderate score on the index of advantage/disadvantage, due to the presence of both advantaged and disadvantaged groups.

SEIFA cannot be directly compared over time. The scores are only relevant in ranking geographic areas for the 2011 Census and cannot be compared to earlier Censuses. This is due to changes in the composition of the index over time. SEIFA cannot be used to make inferences about individuals living in an area.

SEIFA is based on Census data and does not measure aspects of advantage/disadvantage which are not covered by the Census. Examples are wealth and locational disadvantage.

For more information on the construction and use of the SEIFA indexes, please read carefully the information on the ABS website. [Australian Bureau of Statistics 2011, Socio-Economic Indexes for Areas \(SEIFA 2011\) cat. no. 3330.55.001.](#)

# Upper Lachlan Shire

## Population highlights

### Estimated Resident Population (ERP)

Upper Lachlan Shire

Year (ending June 30)	Number	Change in number	Change in percent
2005	7,185	—	—
2006	7,209	+24	+0.33
2007	7,229	+20	+0.28
2008	7,276	+47	+0.65
2009	7,333	+57	+0.78
2010	7,379	+46	+0.63
2011	7,422	+43	+0.58
2012	7,555	+133	+1.79
2013	7,596	+41	+0.54
2014	7,756	+160	+2.11
2015	7,876	+120	+1.55

Source: Australian Bureau of Statistics, Regional Population Growth, Australia (3218.0). Compiled and presented in profile.id by .id, the population experts.



Households  
with a mortgage

29%

30%

32%

33%

Median  
weekly rent

\$144

\$218

\$307

\$289

Households  
renting

16%

27%

29%

31%

Non-English  
speaking  
backgrounds

3%

5%

19%

16%

University  
attendance

2%

3%

4%

4%

Bachelor or  
Higher degree

11%

12%

20%

19%

Vocational

22%

22%

18%

18%

Unemployment

1.8%

6.2%

5.9%

5.6%

SEIFA index of  
disadvantage  
2011

1006

999

996

1002

# Upper Lachlan Shire

## Service age groups

The Age Structure of Upper Lachlan Shire provides key insights into the level of demand for age based services and facilities such as child care. It is an indicator of Upper Lachlan Shire's residential role and function and how it is likely to change in the future.

Service age groups divide the population into age categories that reflect typical life-stages. They indicate the level of demand for services that target people at different stages in life and how that demand is changing.

To get a more complete picture Upper Lachlan Shire's Age Structure should be viewed in conjunction with [Household Types](#) and [Dwelling Types](#).

### Age structure - Service age groups

Upper Lachlan Shire - Total persons (Usual residence)				2011		2006		Change
Service age group (years)	Number	%	Regional NSW %	Number	%	Regional NSW %	2006 to 2011	
Babies and pre-schoolers (0 to 4)	401	5.6	6.3	410	5.8	6.1	-9	
Primary schoolers (5 to 11)	658	9.1	9.0	733	10.3	9.7	-75	
Secondary schoolers (12 to 17)	581	8.1	8.2	591	8.3	8.8	-9	
Tertiary education and independence (18 to 24)	415	5.8	8.1	411	5.8	8.0	+4	
Young workforce (25 to 34)	498	6.9	10.4	586	8.3	10.8	-88	
Parents and homebuilders (35 to 49)	1,429	19.8	19.5	1,498	21.1	20.9	-70	
Older workers and pre-retirees (50 to 59)	1,128	15.7	13.9	1,084	15.3	13.6	+44	
Empty nesters and retirees (60 to 69)	1,039	14.4	11.9	915	12.9	10.3	+123	
Seniors (70 to 84)	616	12.7	10.3	754	10.6	9.8	+162	
Elderly aged (85 and over)	134	1.9	2.3	109	1.5	1.9	+25	
Total population	7,200	100.0	100.0	7,091	100.0	100.0	+109	

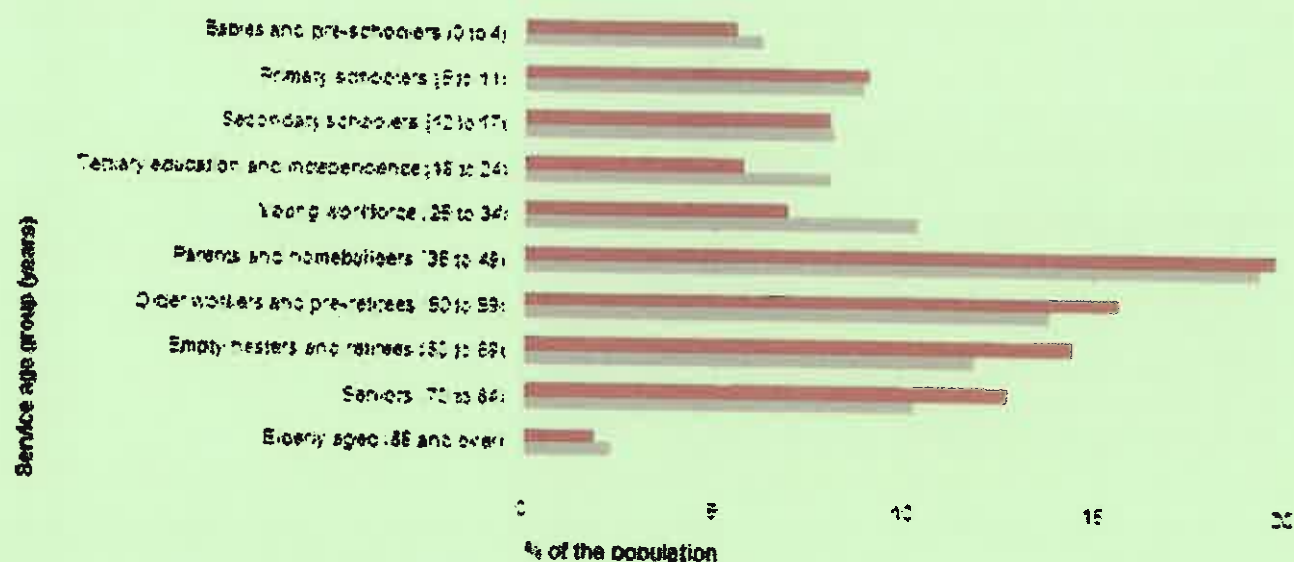
Source: Australian Bureau of Statistics, [Census of Population and Housing](#) 2006 and 2011. Compiled and presented by [id.](#), the population experts.

### [Forecast service age groups \(2011 and beyond\)](#)

## Age structure - service age groups, 2011

Total persons

■ Upper Lachlan Shire ■ Regional NSW

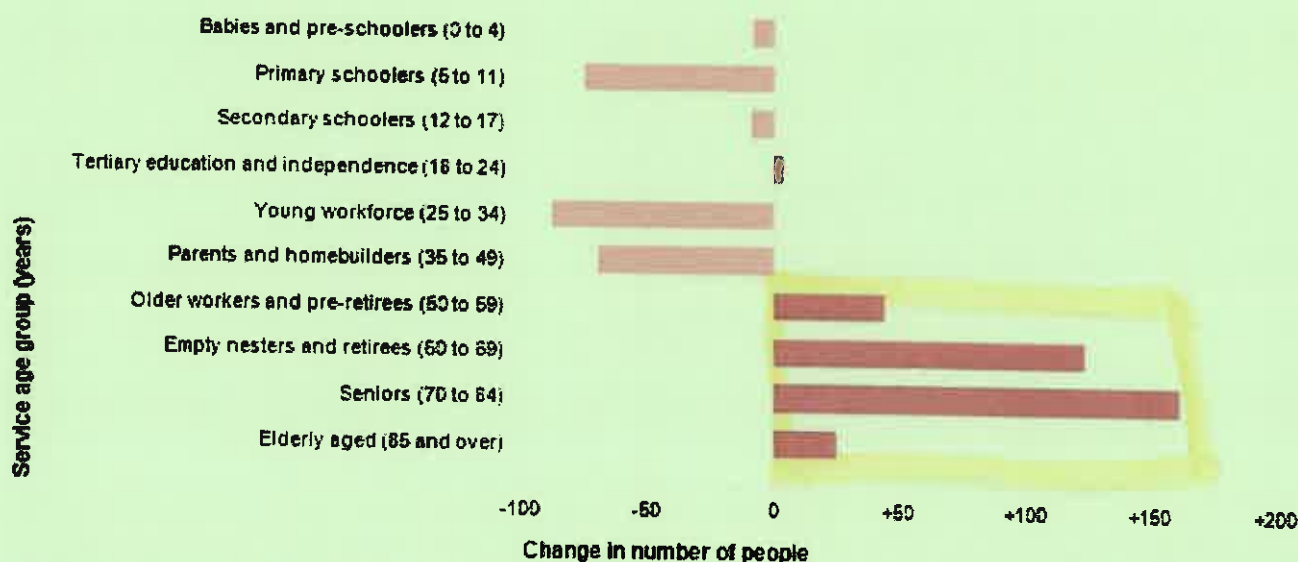


Source: Australian Bureau of Statistics, Census of Population and Housing, 2011 (Usual residence data)  
Compiled and presented in profile.id by .id, the population experts.



## Change in age structure - service age groups, 2006 to 2011

Upper Lachlan Shire - Total persons



Source: Australian Bureau of Statistics, Census of Population and Housing, 2006 and 2011 (Usual residence data)  
Compiled and presented in profile.id by .id, the population experts.



## Dominant groups

Analysis of the service age groups of Upper Lachlan Shire in 2011 compared to Regional NSW shows that there was a lower proportion of people in the younger age groups (0 to 17 years) and a higher proportion of people in the older age groups (60+ years).

Overall, 22.8% of the population was aged between 0 and 17, and 29.0% were aged 60 years and over, compared with 23.6% and 24.5% respectively for Regional NSW.

The major differences between the age structure of Upper Lachlan Shire and Regional NSW were:

A larger percentage of 'Empty nesters and retirees' (14.4% compared to 13.9%)

A larger percentage of 'Seniors' (12.7% compared to 10.3%)

A smaller percentage of 'Young workforce' (6.9% compared to 10.4%)

A smaller percentage of 'Tertiary education & independence' (5.8% compared to 8.1%)

## Emerging groups

From 2006 to 2011, Upper Lachlan Shire's population increased by 109 people (1.5%). This represents an average annual population change of 0.31% per year over the period.

The largest changes in the age structure in this area between 2006 and 2011 were in the age groups:

Seniors (70 to 84) (+162 people)

Empty nesters and retirees (60 to 69) (+123 people)

Young workforce (25 to 34) (-88 people)

Primary schoolers (5 to 11) (-75 people)

# Upper Lachlan Shire

## Residents' place of work

Where do Upper Lachlan Shire's residents go to work? Journey to Work data shows how many residents work locally, and how many commute out of the area and where they commute to. Some areas consist mainly of dormitory' suburbs and the majority of the residents commute out to work. Other areas have large employment centres which attract a local workforce. Understanding where Upper Lachlan Shire's residents go to work assists in planning and advocacy for roads and public transport provision. It also helps to clarify the economic and employment drivers across areas and assists in understanding the degree of employment self-containment within Upper Lachlan Shire.

### Overview

#### Employment location of residents

Upper Lachlan Shire	2011	
	Number	%
Live and work in the area	1,900	54.7
Live in the area, but work outside	1,113	32.0
Work location unknown	461	13.3
<b>Total employed residents</b>	<b>3,474</b>	<b>100.0</b>

Source: Australian Bureau of Statistics, Census of Population and Housing 2011. Compiled and presented in economy.id by .id, the population experts.

#### Employment location of residents, 2011

##### Upper Lachlan Shire

- Live and work in the area
- Live in the area but work outside



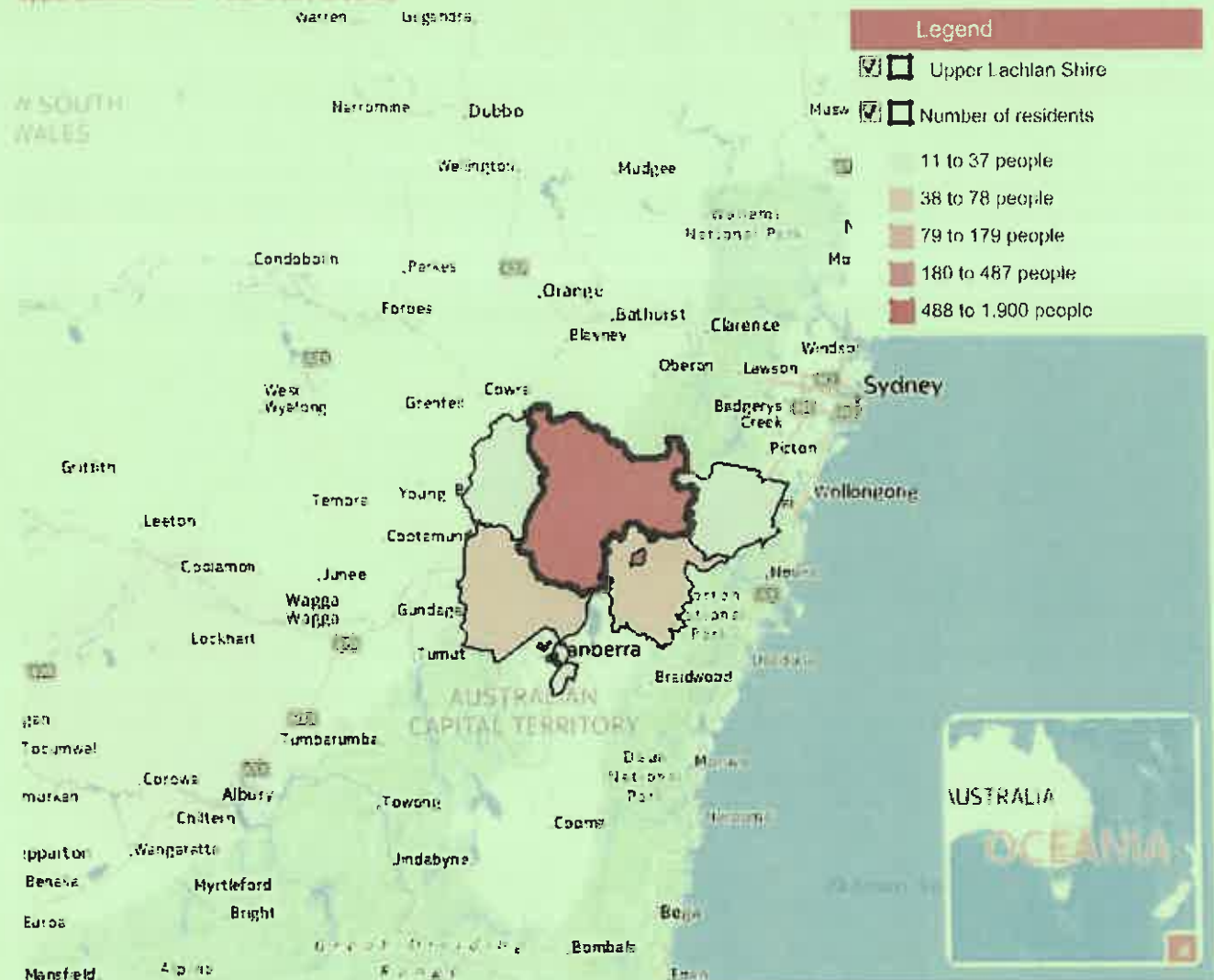
Source: Australian Bureau of Statistics, Census of Population and Housing 2011 (Usual residence data) Compiled and presented in profile.id by .id, the population experts.

**.id**  
the population experts

#### Detailed breakdown by SLA

## Employment locations of residents by SLA, 2011

Upper Lachlan Shire - Total area (All SLAs)



Source: Australian Bureau of Statistics, Census of Population and Housing 2011.  
Compiled and presented in profile.id by .id, the population experts.

## Employment location of residents by SLA

Upper Lachlan Shire - Total area (All SLAs)

2011

A	Number	%
Upper Lachlan Shire (A)	1,900	54.7
Goulburn Mulwaree (A) - Goulburn	488	14.0
POW State/Territory undefined (NSW)	180	5.2
POW No Fixed Address (NSW)	163	4.7
POW not stated	79	2.3
Yass Valley (A)	64	1.8
Unincorporated ACT - City	46	1.3
Goulburn Mulwaree (A) Bal	38	1.1
Unincorporated ACT - Fyshwick	32	0.9
POW Capital city undefined (ACT)	24	0.7
Unincorporated ACT - Majura	23	0.7
Unincorporated ACT - Mitchell	21	0.6
Unincorporated ACT - Belconnen Town Centre	20	0.6
Queanbeyan (C)	20	0.6
Wingecarribee (A)	19	0.5
Unincorporated ACT - Barton	19	0.5
Unincorporated ACT - Bruce	14	0.4
Sydney (C) - Inner	12	0.3
Boorowa (A)	12	0.3
Unincorporated ACT - Russell	11	0.3

Source: Australian Bureau of Statistics, Census of Population and Housing 2011. Compiled and presented in profile.id by id., the population experts.

### Residents' place of work by industry

### Residents' place of work by occupation

OTE: Table totals may not equate with other similar tables due to randomisation of small numbers. Please refer to specific data notes for more information.

## Cost of commuting to work



A resident commuting to Goulburn from Crookwell for work travels 43.9km each way. Working from a hub will save \$72.17 in car operating costs per day round trip in a mid-sized car.

A resident commuting to Canberra from Crookwell for work travels 260km in total. Working remotely can save this resident 3 hours of travel and \$213.72 car operating costs per day.

NRMA Membership Road Assist Motoring Services Travel & Entertainment Car Rental Get Involved

Reviews News Features Driver Training Servicing & Repairs NRMA Car Loans Petrol Watch Safety & Advice Green Driving Magazines

Home > Motoring Services > Safety & Advice > Buying & Selling > Buying advice > Car Operating Costs > Car Operating Costs Calculator

### Car Operating Cost Calculator

State:

Make:

Model:

Variant:

Went to compare multiple cars? Simply keep clicking what variants you want and they will be added below.

Vehicle	Purchase Price	Insurance Premium Per year	Fuel Price	Fuel Type	Fuel Cost per litre	Average Total WOL* cents/km	Average Total WOL* Cost/weekly	CO2 Gas Rating Points (1-10)	AIR Rating Points (1-5)	ANCAP Rating (1-5)	ESC Status	Seats	Gerb Weight	Torque	Power (Kw)
Mazda CX-5 Grand Tourer (4x4) 2.5L 6 SP AUTOMATIC AWD 4D WAGON	\$45,606.00	\$1,100	\$1.15	UNLEADED PETROL	\$37.15	62.20	\$227.12	4.0	6.5	5	Star	5	1500	250	136.0

\*WOL is a value of 10 based on new car five year private operating costs in cents per km and scales between 10 000km per annum

# Upper Lachlan Shire

## Individual income

Individual Income statistics are an indicator of socio-economic status. With other data sources, such as [Household income](#), [Qualifications](#) and [Occupation](#), they help tell the story of the economic opportunities and socio-economic status of Upper Lachlan Shire. The amount of income an individual receives is linked to a number of factors including [employment status](#), [age](#) (as for instance students and retirees often receive a lower income), qualifications and type of employment.

The incomes presented on this page are for the latest Census year only. For comparison of incomes over time, go to [dividual Income Quartiles](#).

## Weekly individual income

Upper Lachlan Shire - Persons aged 15+ (Usual residence)

2011

Weekly gross income	Number	%	New South Wales %
Negative Income/ Nil income	434	7.4	8.6
\$1-\$199	459	7.8	7.3
\$200-\$299	715	12.2	10.7
\$300-\$399	755	12.8	10.2
\$400-\$599	761	13.0	11.5
\$600-\$799	618	10.5	10.1
\$800-\$999	483	8.2	7.9
\$1000-\$1249	471	8.0	7.5
\$1250-\$1499	228	3.9	5.3
\$1500-\$1999	291	5.0	6.5
\$2000 or more	229	3.9	6.6
Not stated	435	7.4	8.0
<b>Total persons aged 15+</b>	<b>5,880</b>	<b>100.0</b>	<b>100.0</b>

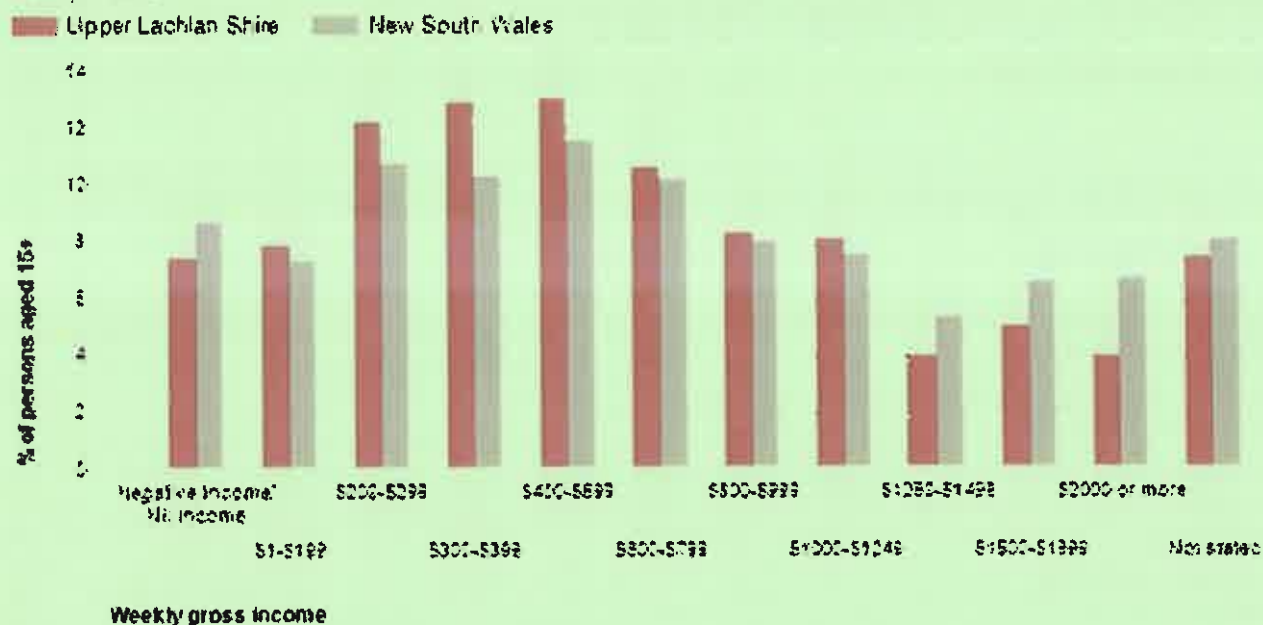
Source: Australian Bureau of Statistics, [Census of Population and Housing](#) 2011. Compiled and presented in profile.id by [id](#), the population experts.

[Local labour force individual income by industry](#)

[Workforce individual income by industry](#)

## Weekly individual income, 2011

Total persons



Source: Australian Bureau of Statistics, Census of Population and Housing, 2011 (Usual residence data)  
Compiled and presented in profile.id by .id, the population experts.



### Dominant groups

Analysis of individual income levels in Upper Lachlan Shire in 2011 compared to New South Wales shows that there is a lower proportion of people earning a high income (those earning \$1,500 per week or more) and a higher proportion of low income people (those earning less than \$400 per week).

Overall, 8.8% of the population earned a high income, and 40.2% earned a low income, compared with 13.1% and 3.7% respectively for New South Wales.

The major differences between Upper Lachlan Shire's individual incomes and New South Wales's individual incomes are:

A larger percentage of persons who earned \$200-\$399 (12.8% compared to 10.2%)

A larger percentage of persons who earned \$200-\$299 (12.2% compared to 10.7%)

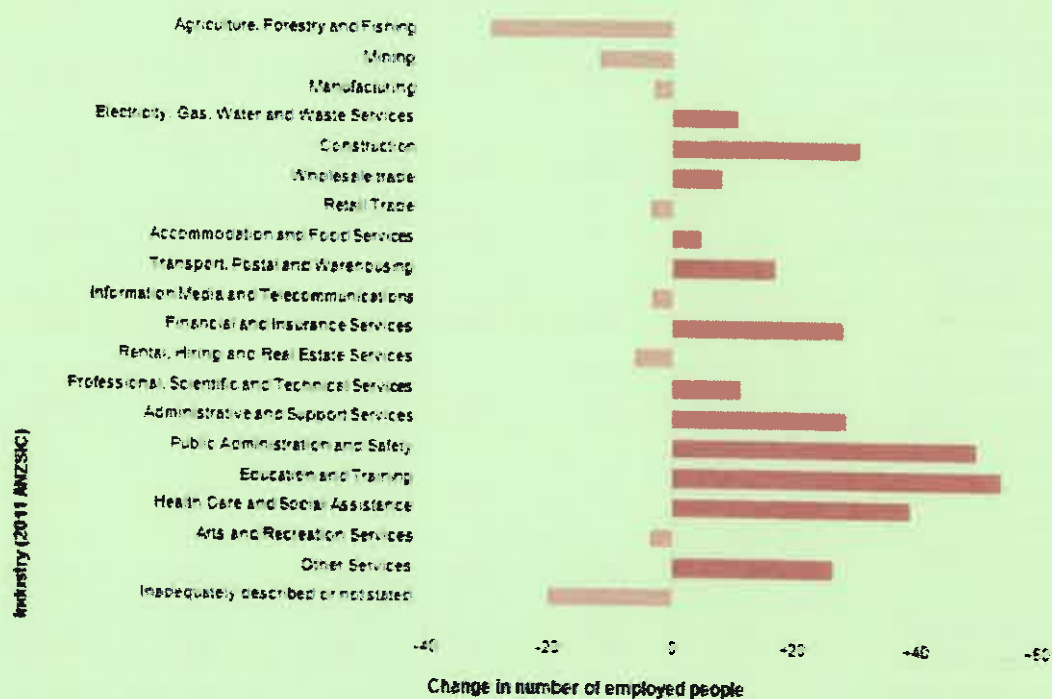
A smaller percentage of persons who earned \$2000 or more (3.9% compared to 6.0%)

A smaller percentage of persons who earned \$1500-\$1999 (5.0% compared to 6.5%)

## Employment Sectors Upper Lachlan Shire

### Change in industry sector of employment, 2006 to 2011

Upper Lachlan Shire - Total employed persons



Source: Australian Bureau of Statistics, Census of Population and Housing: 2006 and 2011 (2011 Census) and 2006 Census of Population and Housing: 2006 (2006 Census) and 2006 Census of Population and Housing: 2006 (2006 Census)

.id  
Infrastructure  
Data

### Employment self-containment by industry

Upper Lachlan Shire

Industry	Total employed residents	2011		Total employed residents	2006		Change 2006 to 2011
		Residents employed in Upper Lachlan Shire	% residents employed in Upper Lachlan Shire		Residents employed in Upper Lachlan Shire	% residents employed in Upper Lachlan Shire	
Agriculture, Forestry and Fishing	919	793	86.3	1,004	777	77.4	+8.9%
Mining	13	0	0.0	7	0	0.0	0%
Manufacturing	147	64	43.5	127	58	45.7	-2.1%
Electricity, Gas, Water and Waste Services	45	22	48.9	27	16	59.3	-10.4%

Construction	249	79	31.7	221	98	44.3	-12.6%
Wholesale Trade	69	33	47.8	77	39	50.6	-2.8%
Retail Trade	244	139	57.0	232	144	62.1	-5.1%
Accommodation and Food Services	164	106	64.6	148	96	64.9	-0.2%
Transport, Postal and Warehousing	118	53	44.9	122	47	38.5	+6.4%
Information Media and Telecommunications	31	13	41.9	35	6	17.1	+24.8%
Financial and Insurance Services	51	11	21.6	26	12	46.2	-24.6%
Rental, Hiring and Real Estate Services	27	9	33.3	22	7	31.8	+1.5%
Professional, Scientific and Technical Services	144	63	43.8	137	69	50.4	-6.6%
Administrative and Support Services	62	28	45.2	32	16	50.0	-4.8%
Public Administration and Safety	332	93	28.0	296	106	35.8	-7.8%
Education and Training	241	120	49.8	187	103	55.1	-5.3%
Health Care and Social Assistance	370	180	48.6	320	156	48.8	-0.1%
Arts and Recreation Services	31	12	38.7	28	9	32.1	+6.6%
Other Services	129	78	60.5	91	62	68.1	-7.7%
Industry not classified	86	22	25.6	80	24	30.0	-4.4%
<b>Total industries</b>	<b>3,472</b>	<b>1,918</b>	<b>55.1</b>	<b>3,219</b>	<b>1,845</b>	<b>57.2</b>	<b>-2.1%</b>

Source: [Australian Bureau of Statistics](#), Census of Population and Housing 2006 and 2011.





## Disaster Information:

- 1. July 2016 Storm and floods**
- 2. July 2015 Snow storm**
- 3. February 2012 Floods**
- 4. December 2010 Floods**

**NATURAL DISASTER ASSESSMENT FORM**

Current as of 30 September 2013

Local Government Area:

Upper Lachlan Shire Council

General Manager Name:

John Bell

General Manager Contact Details:

0248301000

The information below is current as of the following date:

29/7/16

**PART A - NATURAL DISASTER DETAILS**

Type of Natural Disaster:

- |                                     |                  |
|-------------------------------------|------------------|
| <input type="checkbox"/>            | Bushfire         |
| <input checked="" type="checkbox"/> | Flood            |
| <input type="checkbox"/>            | Cyclone          |
| <input type="checkbox"/>            | Landslide        |
| <input type="checkbox"/>            | Meteorite Strike |

- |                                     |             |
|-------------------------------------|-------------|
| <input type="checkbox"/>            | Earthquake  |
| <input checked="" type="checkbox"/> | Storm       |
| <input type="checkbox"/>            | Storm Surge |
| <input type="checkbox"/>            | Tsunami     |
| <input type="checkbox"/>            | Tornado     |

Date Disaster Commenced

22/7/16

Description of Natural Disaster as it occurred in the local government area:


Storm event that resulted in heavy rainfall and wind conditions that resulted in substantial damage to Council road network, especially around watercourses.

The damage by the rainfall was further exacerbated by the large amount of debris remaining on the ground and blocking roadside drainage following the unresolved snow event of 16 July 2015.

**PART B - ACKNOWLEDGEMENT**

I confirm that:

- the public assets listed in the attached schedule have been damaged as a result of the natural disaster described above
- a true and accurate description of damage has been provided and
- a fair and reasonable estimate of repair and restoration costs has been provided, based on the most reliable information available at this time.


  
General Manager
Please scan and e-mail completed notices to: [naturaldisaster@nsw.gov.au](mailto:naturaldisaster@nsw.gov.au) or fax to (02) 9212 9200

GRD 808 5434, Sydney NSW 2001



Justice

**PART C - SCHEDULE OF DAMAGE TO ESSENTIAL PUBLIC ASSETS**

<b>a) Assets Associated with Transport (including Roads and Road Infrastructure)</b> - These may include Council assets, not reasonably coverable by insurance, that are used to provide or facilitate transport in the community, free of charge or at a nominal charge well below the costs of production.				
<b>Ref No.</b>	<b>Description of Public Asset</b>	<b>Description of Damage Sustained</b>	<b>Date(s) that Damage Occurred</b>	<b>Estimated Cost of Clean-up, Repair and/or Restoration</b>
1	State Road 54 Goulburn, Crookwell to Abercrombie	Repair of scour around drainage structures and longitudinal drainage systems (table drains). The damage has affected the structural integrity of the road. Restoration of gravel pavements and "lifted" bitumen sealed wearing surface. Removal of debris to restore the drainage system and road formation.	22/7/16	\$120,000
2	Regional Roads MR52, MR248 West, MR248 East, MR241, MR258.	Repair of scour around drainage structures and longitudinal drainage systems (table drains). The damage has affected the structural integrity of the road. Restoration of gravel pavements and "lifted" bitumen sealed wearing surface. Removal of debris to restore the drainage system and road formation.	22/7/16	\$25,000
3	Regional Roads MR256 – Specifically watercourse at 2.7 km north of Wombeyan Caves intersection.	Repair of scour around drainage structure. The damage has affected the structural integrity of the road.	22/7/16	\$46,330
4	ULSC Local Road Network	Repair of scour around causeways, drainage structures and longitudinal drainage systems (table drains). The damage has affected the structural	22/7/16	\$590,460

DPD 80X 5434, Sydney NSW 2002

		integrity of the road. Restoration of gravel pavements and "lifted" bitumen sealed wearing surface. Removal of debris to restore the drainage system and road formation.		
5	ULSC Local Road Network – Specifically Montana Road at 6km from Peelwood Rd Intersection	Replacement of causeway damaged beyond economical repair	22/7/16	\$177,450
6	Contingency (25%)	– not all roads have been inspected and assessed @ 29/7/16		\$239,810
7	Initial Emergency Response (period 22/7/16 to 29/7/16)	Providing works necessary to facilitate passage for residents to enable them to get to town to purchase food supplies and perishable goods as well as access for other essential services that utilize Council roads	22/7/16	\$62,500
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
<b>Total Cost Estimate</b>				<b>\$1,261,550</b>

\* Add rows as required

<b>b) Assets Associated with Education</b> - These may include Council assets, not reasonably coverable by insurance, that are used to provide education services to the community, free of charge or at a nominal charge well below the costs of production.				
<b>Ref No.</b>	<b>Description of Public Asset</b>	<b>Description of Damage Sustained</b>	<b>Date(s) that Damage Occurred</b>	<b>Estimated Cost of Clean-up, Repair and/or Restoration</b>
1				
2				
3				
4				
5				
6				
7				
8				
9				
<b>Total Cost Estimate</b>				

\* Add rows as required

<b>c) Assets Associated with Welfare</b> - These may include Council assets, not reasonably coverable by insurance, that are used to provide welfare services to the community, free of charge or at a nominal charge well below the costs of production.				
<b>Ref No.</b>	<b>Description of Public Asset</b>	<b>Description of Damage Sustained</b>	<b>Date(s) that Damage Occurred</b>	<b>Estimated Cost of Clean-up, Repair and/or Restoration</b>
1				
2				
3				
4				
5				

6				
7				
8				
9				
				<b>Total Cost Estimate</b>

\* Add rows as required

**d) Assets Associated with Health** - These may include Council assets, not reasonably coverable by insurance, that are used to provide health services to the community, free of charge or at a nominal charge well below the costs of production.

Ref No.	Description of Public Asset	Description of Damage Sustained	Date(s) that Damage Occurred	Estimated Cost of Clean-up, Repair and/or Restoration
1				
2				
3				
4				
5				
6				
7				
8				
9				
				<b>Total Cost Estimate</b>

\* Add rows as required

**e) Assets Associated with Justice** - These may include Council assets, not reasonably coverable by insurance, that are used to provide justice services to the community, free of charge or at a nominal charge well below the costs of production.

Ref No.	Description of Public Asset	Description of Damage Sustained	Date(s) that Damage Occurred	Estimated Cost of Clean-up, Repair and/or Restoration
1				
2				
3				
4				

5				
6				
7				
8				
9				
Total Cost Estimate				

\* Add rows as required

**f) Other Public Assets** – Please use this section to list other assets (such as sport, recreation and community facilities) that have been damaged in the Natural Disaster, and which cannot be included in sections a) to f) above.

*NE this table refers to assets which are not defined under the NDRRA as (regional) essential public assets.*

Ref No.	Description of Public Asset	Description of Damage Sustained	Date(s) that Damage Occurred	Estimated Cost of Clean-up, Repair and/or Restoration
1				
2				
3				
4				
5				
6				
7				
8				
9				
Total Cost Estimate				

\* Add rows as required

**SAMPLE PHOTOS OFNATURAL DSASTER EVENT THAT OCCURED ON 22/7/16**



**Cooksvale Bridge**



**Montana Causeway**

**SAMPLE PHOTOS OFNATURAL DSASTER EVENT THAT OCCURED ON 22/7/16**



**Mullengrove Road**



**Oberon Road**

**SAMPLE PHOTOS OF NATURAL DSASTER EVENT THAT OCCURED ON 22/7/16**



**Peelwood Road**



**Rugby Road**

**SAMPLE PHOTOS OFNATURAL DSASTER EVENT THAT OCCURED ON 22/7/16**



**Yalbraith Road**



**State Road 54**

**\$1.40**





Approved for release by: General Manager John Bell

Issued: Friday, 26 August 2016

## **MEDIA RELEASE**

### **Council welcomes Disaster Relief Declaration**

Upper Lachlan Shire Council today welcomed a declaration by the Commonwealth and NSW Governments which formally recognises the July storms and flooding as a natural disaster.

It follows an application from Council, lodged earlier this month, requesting the declaration for the weather event which caused approximately \$1 million damage to Council roads and infrastructure.

Upper Lachlan Shire Council General Manager John Bell said the declaration would allow Council, as well as impacted residents, small businesses and primary producers to apply for assistance under the joint Commonwealth-State Natural Disaster Relief and Recovery Arrangements.

"The storms and flooding which impacted the Shire in July caused significant damage, particularly in the northern half of the Upper Lachlan Shire," Mr Bell said.

"Council experienced considerable damage to creek crossings and roads and landowners suffered stock losses and damage to property, including fences.

"Council welcomes today's declaration, announced by Federal Minister for Justice Michael Keenan and NSW Deputy Premier, Troy Grant, which will allow Council and those impacted by this unprecedented weather event to apply for much-needed funding to aid in the clean-up."

If approved, Council intends to use the funding to repair crossings washed out by flooded creeks and damaged roads, in consultation with NSW Roads and Maritime Services.

More information on assistance available can be found on the following websites: [disasterassist.gov.au](http://disasterassist.gov.au) and [emergency.nsw.gov.au](http://emergency.nsw.gov.au).

For information on personal hardship and distress assistance, including advice on eligibility, please contact the Disaster Welfare Assistance Line on 1800 018 444.

To apply for a concessional loan, grant or freight subsidy, please contact the NSW Rural Assistance Authority on 1800 678 593 or visit [raa.nsw.gov.au](http://raa.nsw.gov.au)

**ENDS**

**For media enquiries please contact Upper Lachlan Shire Council General Manager John Bell on 4830 1000.**



## The Hon Troy Grant MP

Deputy Premier  
Minister for Justice and Police  
Minister for the Arts  
Minister for Racing

The Hon Pru Goward MP  
Minister for Mental Health  
Minister for Medical Research  
Assistant Minister for Health  
Minister for Women  
Minister for the Prevention of Domestic Violence  
and Sexual Assault  
Member for Goulburn  
PO Box 168  
GOULBURN NSW 2580

IM16/22644, IM16/22670  
MIN16/002285

04 OCT 2016

Dear Minister

Thank you for your letter on behalf of Mr John Bell, General Manager, Upper Lachlan Shire Council, concerning disaster funding assistance following the 16 July 2015 snow storm. Council also wrote to me directly in similar terms and I trust Mr Bell will accept this reply in response to both letters.

As indicated in your letter, Council is seeking over \$1.6 million to remove and dispose of green-waste arising from the snow storm. This work is yet to be undertaken as Council is seeking assurance of funding from the NSW Government, before commencing work. Unfortunately, funding for this purpose is reserved for work that has been completed within the first 21 days after a natural disaster, and any extension of this time limit requires a separate decision of the NSW Government, having regard for the severity or widespread nature of the event.

Council has asked that its 21-day limit be extended for the snow storm. The matter has been considered by the Department of Justice, Office of Emergency Management (OEM) and NSW Treasury. However, due to the large amount of funding being sought, it is appropriate for the matter to be referred to the Cabinet Standing Committee on Expenditure Review (ERC) for approval.

OEM is currently preparing this matter for referral to the ERC. I will advise your office of the outcome as it becomes known. In the meantime, if your office has any questions or comments on this matter, please contact Ms Lise Sperling, Director, Natural Disaster Expenditure and Governance Review on 9212 9342.

Yours sincerely

TROY GRANT MP  
Deputy Premier

27 SEP 2016

GPO Box 5341, SYDNEY NSW 2001  
Phone: (61 2) 8574 6800 Fax: (61 2) 9339 5536 Email: [www.nsw.gov.au/ministercontactform/deputy-premier](http://www.nsw.gov.au/ministercontactform/deputy-premier)



12<sup>th</sup> October 2016

John Bell  
General Manager  
Upper Lachlan Shire Council  
PO Box 42  
GUNNING NSW 2581

UPPER LACHLAN SHIRE COUNCIL
GUNNING OFFICE
19 OCT 2016
File No

Dear John,

I write in reference to representations I have made on your behalf, to the Hon Troy Grant MP in regards to the disaster funding assistance following the July snow storm.

I have received a response to your request, and the matter has been referred to the Cabinet Standing Committee on Expenditure Review (ERC) due to the large amount of funding being sought. I have enclosed a copy of this correspondence for further information.

I will advise as soon as an outcome is known and if I can assist in any other way please don't hesitate to contact me.

Yours sincerely

**THE HON. PRU GOWARD MP**  
Member for Goulburn  
Ref: 121016 PG:AC

**E-mail Message**


---

**From:** [Phillip Newham \[EX/O=UPPER LACHLAN SHIRE COUNCIL/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PNEWHAM\]](#)  
**To:** [John Bell \[EX/O=UPPER LACHLAN SHIRE COUNCIL/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=JBELL\]](#)  
**Cc:**  
**Sent:** 21/07/2015 at 1:06 PM  
**Received:** 21/07/2015 at 1:06 PM  
**Subject:** FW: Snow event 16 July 2015

---

**Attachments:** Estimated restoration Cost at 20 7 15.xlsx

---

Phil Newham  
 Director of Works and Operations  
 Upper Lachlan Shire Council  
 02 4830 1000

From: Garry Anable  
 Sent: Tuesday, 21 July 2015 10:02 AM  
 To: Phillip Newham  
 Cc: Tony Trounce; Chris Francis; Ricky Smith; Ted Alchin  
 Subject: Snow event 16 July 2015

Phil,

Now that we are starting to get a feel of the scope of the restoration works required following the snow event of 16/7/15 I have done a quick calculation of costs just to get roads opened, removal of branches from the road sides and table drains.

✱ Responding to fallen trees and branches - 2 weeks works for all work crews = \$425,000 (includes \$70,000 contingency)

✱ Disposal of debris - fallen trees and branches from the roadsides and table drains - 6 months work, 4 gangs, EWP for branches hung up in trees= \$2,620,000 (includes \$436,000 contingency)

Total restoration costs estimated to be \$3,045,000 (includes \$506,000).

We will need to have a discussion about this and strategy to deal with this natural disaster for our LGA.

Garry Anable  
Manager of works

PO Box 10, Crookwell, NSW, 2583

Fax (02) 4830 1055

HYPERLINK

"mailto:ganable@upperlachlan.nsw.gov.au"ganable@upperlachlan.nsw.gov.au

學 生 姓 名 \_\_\_\_\_ 年 級 \_\_\_\_\_ 班 級 \_\_\_\_\_

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\*\*\*\*\*

P Please consider the environment before printing this email.

## Snow Damage - July, 2015

NSW Public  
Works NDRA  
Program  
Application  
Form

Natural Disaster Relief and Recovery  
EMERGENCY AND RESTORATION

Claimant:

UPPER LACHLAN SHIRE COUNCIL SNOW DAMAGE 16/7/15

Asset Description / Name		Details of Damage & Proposed Restoration	NSW Public Works Use				Remarks
			Item Total \$	NSW PW Amount Assessed \$	CEM Approval Required \$	Total Assessed Works \$	
Emergency Works - Assets		As per Emergency Actual Costs Tab details	200,571.59	25,149.08	11,790.00	36,939.08	See comments on Emergency tab
Emergency (Contractor)		As per Emergency Full Contract Estimate tab	1,484,242.00	0.00	1,428,242.00	1,428,242.00	See comments on Emergency tab
Restoration			0.00	0.00	0.00	0.00	N/A
Subtotal							
Total			1,604,813.59	25,149.08	1,440,042.00	1,465,091.08	

**Opening Roads**

9 days

LABOUR	Rate/hr	Hrs	Cost
Management	\$92.37		0
Surveyors	\$60.88		0
Supervisor	\$39.39	2000.000	78,780
Grader/Supervisor	\$34.73	400.000	13,892
Truck Drivers	\$34.73	850.000	29,521
Water Cart	\$33.49	425.000	14,233
Roller Operator	\$31.38	425.000	13,337
Backhoe/Loader	\$33.49	425.000	14,233
Flagman/Labourers	\$30.41	1275.000	38,773
<b>Total Labour Cost</b>			<b>\$202,768</b>
PLANT	Rate/hr	Hrs	Cost
Grader	\$72.00	240.000	17,280
Truck & Pig	\$107.00	425.000	45,475
Truck Single	\$66.00	425.000	28,050
Water Cart	\$70.00		0
Water Truck (Hire)			0
Gang Truck	\$23.00	850.000	19,550
Flat Drum Roller	\$43.00		0
Drum Roller (Hire)			0
Padfoot Roller	\$43.70		0
Multi Tyre Roller	\$43.00		0
tractor with Borer	\$50.00		0
Backhoe	\$45.00	240.000	10,800
Loader	\$61.00	60.000	3,660
Excavator	\$80.00	60.000	4,800
			0
Float	\$118.00	85.000	10,030
			0
Traffic Light	\$15.00	0.000	0
Toilet	\$3.00	0.000	0
Caravan	\$4.60	850.000	3,910
Gang Ute	\$6.50	850.000	5,525
Supervisor Ute	\$6.50	340.000	2,210
			0
			0
<b>Total Plant Costs</b>			<b>\$151,290</b>
MATERIALS	Rate/Unit	Unit	Cost

**Tidy Up Fallen Frees and B**

130 days 4crews

LABOUR
Management
Surveyors
Supervisor
Grader/Supervisor
Truck Drivers
Water Cart
Roller Operator
Backhoe/Loader
Flagman/Labourers
<b>Total Labour Cost</b>
PLANT
Grader
Truck & Pig
Truck Single
Water Cart
Water Truck (Hire)
Gang Truck
Flat Drum Roller
Drum Roller (Hire)
Padfoot Roller
Multi Tyre Roller
tractor with Borer
Backhoe
Loader
Excavator
Float
Traffic Light
Toilet
Caravan
Gang Ute
Supervisor Ute
<b>Total Plant Costs</b>
MATERIALS
Contractor EWP

			0
<b>Total Materials Cost</b>			\$0
<b>Cost</b>			\$354,058
<b>Overheads &amp; Profit</b>			\$70,811.65
<b>GST</b>			
<b>TOTAL COST</b>			\$424,870

<b>Total Materials Cost</b>
<b>Cost</b>
<b>Overheads &amp; Profit</b>
<b>GST</b>
<b>TOTAL COST</b>

**ranches**

Rate/hr	Hrs	Cost
\$92.37		0
\$60.88		0
\$39.39	5200.000	204,828
\$34.73		0
\$34.73	4420.000	153,507
\$33.49		0
\$31.38		0
\$33.49	8840.000	296,052
\$30.41	8840.000	268,824
		\$923,211

Rate/hr	Hrs	Cost
\$72.00		0
\$107.00		0
\$66.00	4420.000	291,720
\$70.00		0
		0
\$23.00	4420.000	101,660
\$43.00		0
		0
\$43.70		0
\$43.00		0
\$50.00		0
\$45.00	3120.000	140,400
\$61.00	600.000	36,600
\$80.00	2210.000	176,800
		0
\$118.00	850.000	100,300
		0
\$15.00	0.000	0
\$3.00	0.000	0
\$4.60	4420.000	20,332
\$6.50	4420.000	28,730
\$6.50	4420.000	28,730
		0
		0
		\$925,272

Rate/Unit	Unit	Cost
200.00	1650.000	330,000

		0
		\$330,000
		\$2,178,483
		\$435,696.52
		\$2,614,179

502015/4408



**The Hon Michael Keenan MP**  
Minister for Justice  
Minister Assisting the Prime Minister on Counter-Terrorism

**The Hon Troy Grant MP**  
Minister for Justice and Police

**JOINT MEDIA RELEASE**

10 December 2015

**Disaster recovery assistance for storm-affected communities in NSW**

Minister for Justice Michael Keenan and New South Wales (NSW) Deputy Premier and Minister for Justice and Police Troy Grant today announced that disaster assistance has been activated for NSW communities impacted by storms in July 2015.

Mr Keenan said the assistance was being provided through the jointly-funded Commonwealth-State Natural Disaster Relief and Recovery Arrangements (NDRRA), which provides a safety net for state and local governments for costs associated with recovery from a natural disaster.

"The Commonwealth and New South Wales governments are committed to working together to ensure affected communities have the support they need to recover from disaster events such as July's severe storms," Mr Keenan said.

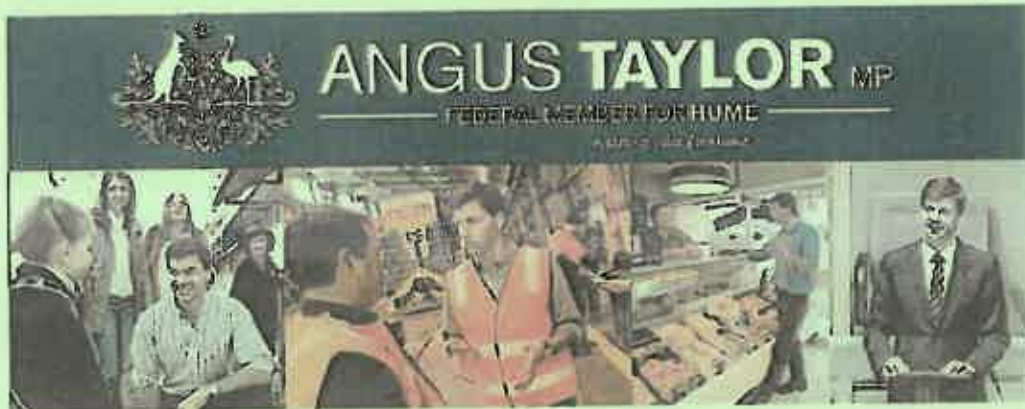
Mr Grant said the storms caused an estimated \$3.7 million of damage to public infrastructure in the local government areas of Upper Lachlan and Wingecarribee.

"Today's funding announcement will ensure these councils have access to the financial support they need to undertake vital recovery works and restore essential public assets by recouping costs through the NDRRA program."

Information on disaster assistance available for this natural disaster can be found on the Australian Government's Disaster Assist website at [www.disasterassist.gov.au](http://www.disasterassist.gov.au) and the NSW Ministry for Police and Emergency services website at [www.mpes.nsw.gov.au/nddassistance](http://www.mpes.nsw.gov.au/nddassistance).

**Media contact:**

Emily Broadbent 0400 390 008 or Shannen Wilkinson (Minister Keenan)  
Tess Salmon 0467 740 017 (Minister Grant)



11 December 2015

### **DISASTER RELIEF FUNDING FOR UPPER LACHLAN WINTER SNOWSTORM**

Federal Member for Hume Angus Taylor has welcomed news that Federal disaster assistance is being extended to Upper Lachlan Shire Council following a snowstorm in July.

The assistance is provided under joint Commonwealth-State Natural Disaster Relief and Recovery Arrangements (NDRRA) and has been announced by Minister for Justice Michael Keenan and NSW Deputy Premier, Troy Grant.

Mr Taylor said the funding would reimburse council for clean-up operations.

"It seems a long time since we had snow, but this declaration will be welcome support towards the repair bill for damage caused by last winter's heavy snowfall," Mr Taylor said.

Mr Taylor said both Upper Lachlan and Wingecarribee Shire Councils had applied for disaster relief support for a total of \$3.7million in costs.

He said the declaration of a natural disaster would allow the councils to be paid for counter disaster operations undertaken and for the costs of restoring essential public assets.

Information on disaster assistance can be found on the Australian Government's Disaster Assist website at [www.disasterassist.gov.au](http://www.disasterassist.gov.au) and the NSW Ministry for Police and Emergency services website at [www.mpes.nsw.gov.au/ndraassistance](http://www.mpes.nsw.gov.au/ndraassistance).

For media enquires please contact: Sarah Bucknell 02 4822 2277 or 0448 111 669.



## **UPPER LACHLAN SHIRE COUNCIL BRIEFING NOTE**

**To:** The Hon Troy Grant  
Deputy Premier  
Minister for Justice and Police  
Minister for the Arts and Minister for Racing  
GPO Box 5341  
SYDNEY NSW 2001

**From:** General Manager – Mr John Bell

**Date:** 26 July 2016

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**Subject:** Proposed Meeting regarding Natural Disaster Funding in response to the Snow Event that occurred on 16 July 2015.

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**Representatives from Upper Lachlan Shire Council:**

<b>Mayor:</b>	Clr John Shaw
<b>General Manager:</b>	Mr John Bell
<b>Director of Works &amp; Operations</b>	Mr Phil Newham

---

Dear Deputy Premier,

The purpose of the proposed meeting is to put Upper Lachlan Shire Council's position forward to the Deputy Premier with respect to the outcome of Council's funding application for disaster assistance funding from the jointly funded Commonwealth – State Natural Disaster Relief and Recovery Arrangements (NDRRA).

As an aid to explaining Upper Lachlan Shire Council's position in regard to the matter, I have prepared the following chronology of events.

**Chronology of Events**

- i) During the late evening of **16 July 2015** a large area of the Southern Tablelands in NSW received a very substantial fall of snow that resulted in approximately 500 to 600mm of snow remaining on the ground across approximately two thirds (the area above 600m) of the Upper Lachlan Shire Council local government area for up to several days.

Areas of Wingecarribee Shire Council, Boorowa Council, Goulburn Mulwaree Council, Bathurst Regional Council and Oberon Shire Council were all also

affected to varying lesser extents.

- ii) As it was abundantly clear at the time that the cost of the damage caused by the storm would exceed the \$250,000 limitation cap set by NDRRA, Council staff commenced the process of preparing a Natural Disaster Claim on Friday, 17 June 2015.

Unfortunately, failure of the MPES Natural Disaster website prevented the download of the documentation required to lodge the application.

Telephone calls to the Office of Emergency Management went unanswered as several key members of the Office of Emergency Management staff happened to be on leave at that time.

The failure of the MPES Natural Disaster website forced Council to make representations via the Member for Goulburn, Hon Pru Goward, MP.

Following successful representations by the Hon Pru Goward, MP, the documents were provided to Council on 23 July 2015. The claim was immediately completed and returned to MPES on 27 July 2015 (11 days following the snow event).

- iii) The snowfall caused the closure of almost every road in the affected area with snow and tree clearing operations required to restore the Upper Lachlan community contact with the "outside world". This outcome was achieved by grading the snow off the road network utilising Upper Lachlan Shire Council's plant equipment and staff resources. This initial emergency response work was completed by 19 July 2015.

Some local community members (in the main local farmers) further assisted by clearing parts of the road network nearby to their properties. The major part of the work involved the sawing and removal of a minimal amount of the trees that were damaged by the snow. This work (Emergency Response) was only completed enough to allow traffic to pass and was largely completed within 21 days of the event.

- iv) Whilst Council's actions at that time provided access for the Upper Lachlan Community, the work was far from complete as there were (and still are) whole trees, limbs and branches that have been left within the clear zones of the roads, left within the roadside drainage systems and also caught/hung up in trees overhanging the roadways. Note: This material that currently remains is blocking up roadside drainage systems and has definitely exacerbated the impact of recent heavy storms that affected the northern part of the Upper Lachlan Shire Council on the evening of 22 July 2016.

Council's initial ballpark estimate for the 16 July 2015 snow event of \$3M was

refined by Council Works and Operations staff and the estimated cost of removing the remaining timber has been more accurately calculated to be \$1,404,242.

- v) Upper Lachlan Shire Council could not afford to carry out the work without some certainty of being reimbursed \$1,404,242 from the NDRRA. Expending these funds without certainty of being reimbursed could (potentially) bankrupt the Council.

- vi) The Natural Disaster declaration was ultimately announced on **10 December 2015** – some 21 weeks after the event. The details of the announcement were included in a joint press release made by the Hon Troy Grant, MP, NSW Minister for Justice and Police and the Hon Michael Keenan, MP, Federal Minister for Justice. The press release noted that:

*"Mr Grant said the storms caused an estimated \$3.7million of damage to public infrastructure in the local government area of Upper Lachlan Shire and Wingecarribee.*

*"Today's funding announcement will ensure these councils have access to the financial support they need to undertake vital recovery works and restore essential public assets by recouping costs through the NDRRA Program."*

Note: The \$3.7M estimate in the press release included the original \$3M claim from Upper Lachlan Shire Council and a \$700k claim from Wingecarribee Shire Council. (Note: A copy of the joint press release and a copy of a further press release from the Federal Member for Hume the Hon Angus Taylor, MP is attached for your information.)

- vii) Roads and Maritime Services (RMS) advised shortly after the declaration that it would sub-contract management of the Upper Lachlan Shire Council claim to NSW Public Works (PWD) via its Wollongong office under the management of John Anderson. Council staff promptly made contact with John Anderson at PWD and made arrangements to prepare and lodge a detailed claim for approval. This agreed process was designed to achieve the following outcomes:

- a) Provide a MPES with a "ceiling" value for the claim beyond which Upper Lachlan Shire Council would be responsible for all costs. This would also give Upper Lachlan Shire Council confidence that it would be reimbursed for the approved costs. Council has always agreed with PWD that actual costs only would be reimbursed to Upper Lachlan Shire Council. Upper Lachlan Shire Council is also fully prepared to allow MPES to audit its accounts to ensure that no perceived abuse of this arrangement would occur.
- b) Enable PWD to prepare a Schedule of Works that would clearly describe the work that would be carried out.
- c) Provide Upper Lachlan Shire Council with an opportunity to prove that it could carry out the work at lower costs than could be achieved using

contractors alone (by around \$150,000). This would provide both the NSW and Federal Governments with the (proven) best value for money. This would also provide savings as the costs of tendering for the work (and outside project management) of around a further \$200,000 which would not be required.

- viii) PWD advised Upper Lachlan Shire Council on 21 July that it had forwarded Council's claim for the remaining work (\$1,404,242.00) to MPES for approval. This was also accompanied by a claim for the Emergency Response Work that totaled (\$200,571.59). A copy of the claims are attached for your information.

PWD initially agreed to approve only \$25,149.06 for the Emergency Response Work and asked MPES to approve a further \$11,700.00 for the Emergency Response Work that was paid by Upper Lachlan Shire Council to various contractors, leaving Upper Lachlan Shire Council with a bill of \$163,722.53 (mainly comprised of internal hire costs of Upper Lachlan Shire Council's own plant and wages for Upper Lachlan Shire Council's day labour work force). They have not agreed to pay the \$1,404,242.00 at all.

- ix) Ms Lise Sperling, Director Natural Disaster Expenditure and Governance Review and Adam Tran, Senior Policy Manager from the Office of Emergency Management, in a teleconference, advised Upper Lachlan Shire Council on 13 July 2016, that Council's claims would not be approved. Reasons given for this action included the argument that all of the work was not completed within 21 days of the event and that Council utilised its day labour workforce to carry out the work.

#### **Upper Lachlan Shire Council's Issues in Relation to the Assessment.**

- i) The failure of the MPES website for such a long period of time has inadvertently produced delays which created an untenable situation for councils who submitted a claim. The situation wherein the broader community is forced to rely on the MPES website also caused problems for three of Upper Lachlan Shire Council's neighbouring councils.
- ii) The delay in making the Disaster Declaration (21 weeks) is totally unacceptable in this day and age. The declaration is really only an acknowledgement that the disaster occurred. Past experience of Upper Lachlan Shire Council indicates that this process can be completed quickly (several days maximum). This delay also disadvantaged businesses in the Upper Lachlan Shire Council local government area as they were unable to access assistance to help replace buildings and fences that were damaged by the event.
- iii) As Upper Lachlan Shire Council needed certainty that it would be reimbursed for the larger part of the work, the delay in declaring the disaster postponed commencement of the work which could have been completed much, much sooner. With recent developments, (as advised by PWD) Upper Lachlan Shire Council's concerns regarding reimbursement have now materialized.

- iv) The assumption that the work should be classified as clean up of debris only (and should all be completed within 21 days – as outlined in the PWD Eligibility Overview) is absolutely absurd. Section 55 of the NSW Local Government Act 1993 requires Council's to call tenders for goods and services that are likely to have a value in excess of \$150,000.

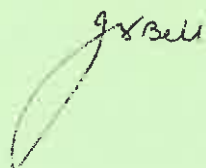
The same act also requires the tender advertisements to be open for a minimum of three weeks; tender documents also need to be prepared, tenders evaluated and the matter considered by Council. Upper Lachlan Shire Council had completed the initial cleanup within 21 days in accordance with the requirements of the overview. Whilst the Eligibility Overview does not appear to set time limits for the completion of major works, Upper Lachlan Shire Council has had in the past, experience that final restoration work must be completed within a two year timeframe.

- v) Upper Lachlan Shire Council further disputes that the PWD Eligibility Overview is the appropriate document to use when assessing its claim for damages on roads (which is the responsibility of RMS). PWD (in this case) are acting as a consultant to RMS. There is no evidence available to indicate if RMS have approved (or not approved) the Upper Lachlan Shire Council claim. Experience gained from previous experience when dealing with RMS directly shows that a more common sense approach has been used in those cases and the work has progressed well. In all of these cases, Council used day labour to achieve a satisfactory outcome for which it was paid.

Should you require any further information, please contact the Council's General Manager, John Bell on 02 48320171 (direct) or 0418 417005 (mobile).

The Deputy Premiers assistance in resolving these issues is formally requested and a response in due course would be greatly appreciated.

Yours faithfully



**John Bell**  
**General Manager**  
Upper Lachlan Shire Council  
PO Box 42  
GUNNING NSW 2581

**E-mail Message**

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**From:** John Bell [EX:/O=UPPER LACHLAN SHIRE COUNCIL/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=JBELL]  
**To:** goulburn@parliament.nsw.gov.au [SMTP:goulburn@parliament.nsw.gov.au], Angus Taylor (angus.taylor.mp@aph.gov.au) [SMTP:angus.taylor.mp@aph.gov.au]  
**Cc:** Phillip Newham [EX:/O=UPPER LACHLAN SHIRE COUNCIL/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=Pnewham], Garry Anable [EX:/O=UPPER LACHLAN SHIRE COUNCIL/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=Garryan], Andrew Croke [EX:/O=UPPER LACHLAN SHIRE COUNCIL/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=Acroke], John Shaw [SMTP:jssishaw@bigpond.com.au]  
**Sent:** 29/07/2016 at 3:58 PM  
**Received:** 29/07/2016 at 3:58 PM  
**Subject:** Upper Lachlan Shire Council's funding application for disaster assistance funding for 16 July 2015 snow event.

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**Attachments:** Briefing note - Deputy Premier Troy Grant - Natural Disaster claim for event on 16 July 2015.docx  
Michael Keenan and Troy Grant Press Release 10-12-2015.pdf  
Angus Taylor Press Release 11-12-2015.pdf  
NSW Public Works Assessment Estimate.pdf

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Dear Pru and Angus,

Please see attached briefing note regarding Upper Lachlan Shire Council's funding application for disaster assistance funding from the jointly funded Commonwealth - State Natural Disaster Relief and Recovery Arrangements (NDRRA) for the 16 July 2015 snow event that occurred in the Upper Lachlan Shire Council local government area.

Council has a joint press release from the Hon Troy Grant, MP, NSW Minister for Justice and Police and the Hon Michael Keenan, MP, Federal Minister for Justice and a press release from the Federal Member for Hume the Hon Angus Taylor, MP stating that the funding announcement would ensure that council has access to the financial support it needs to undertake vital recovery works and restore essential public assets by recouping costs through the NDRRA Program.

This has not occurred some 12 months later and indeed Council today has submitted a claim for a Natural Disaster from the storm event of 22 July 2016.

Your assistance in resolving the July 2015 snow event impasse would be greatly appreciated.

Regards

John Bell

General Manager

Upper Lachlan Shire Council

P (02) 4830 1000

F (02) 4832 2066

PO Box 42

GUNNING NSW 2581



**Minister for Finance, Services and Property**  
The Hon Dominic Perrottet MP

Ref: BN16/2688

Mr John Bell  
General Manager  
Upper Lachlan Shire Council  
PO Box 42  
GUNNING NSW 2581

UPPER LACHLAN SHIRE COUNCIL
GUNNING OFFICE
- 8 DEC 2015
File No

Dear Mr Bell

**Natural Disaster Relief Assistance to Council following the snow storm of July 2015**

I am pleased to advise I have approved Upper Lachlan Shire Council's application for assistance under the Natural Disaster Relief Assistance Program (NDRA Program) for the restoration costs of Council's eligible assets damaged by the snow storm of July 2015.

Under the State and Commonwealth Governments' Natural Disaster Relief and Recovery Arrangements, financial assistance is available to councils to restore Council-owned assets to their pre-disaster condition. The NSW Government pays for the first \$148 million of natural disaster costs in the year, the Commonwealth matches the NSW Government's expenditure for costs between \$148 million and \$260 million and beyond that the Commonwealth pays for three-quarters of all costs.

The Department of Finance, Services and Innovation, Public Works Advisory, has assessed the damage and eligibility of works as outlined in your application. Under the NDRA Program's guidelines I can provide Upper Lachlan Shire Council with financial assistance of up to \$25,149.06. As soon as Council certifies that the eligible works have been completed it will be reimbursed the actual expenditure up to the approved amount.

Under NDRA Program guidelines, councils have up to two financial years plus the balance of the financial year in which the disaster event was declared to finalise the claims. Council's final certificates are required by 30 June 2018 to enable funding for the grant to be finalised.

Council is requested to provide written acceptance of the offers and their attached Conditions of Financial Assistance to Mr John Anderson, South Coast Regional Manager, Public Works Advisory at Level 3 Block E, 84 Crown Street, Wollongong NSW 2500, within 45 days.

Yours sincerely,

**Dominic Perrottet MP**  
Minister for Finance, Services and Property

Encl.

29/11/16



ABN 81 011 241 552

## Upper Lachlan Shire Council

All correspondence addressed to the General Manager, PO Box 42, Gunning NSW 2581

**Crookwell Office:** 44 Spring Street, Crookwell NSW 2583

p: 02 4830 1000 | f: 02 4832 2066 | e: council@upperlachlan.nsw.gov.au | www.upperlachlan.local-e.nsw.gov.au

**Gunning Office:** 123 Yass Street, Gunning NSW 2581

p: 02 4845 4100 | f: 02 4845 1426 | e: council@upperlachlan.nsw.gov.au

**Taralga Office:** Taralga Community Service Centre, Orchard Street, Taralga NSW 2580

p: 02 4840 2099 | f: 4840 2296 | e: taralgacsc@ceininternet.com.au

**Our Ref: F10/15-06**

**13 January 2017**

**South Coast Regional Manager  
Public Works Advisory  
Level 3 Block E  
84 Crown Street  
WOLLONGONG NSW 2500**

Dear John


**RE: NATURAL DISASTER RELIEF – JULY 2015 – SNOW STORM**

Reference is made to the correspondence from the Minister for Finance, Services and Property received by Council on 8 December 2016, regarding the abovementioned event and Council advises as follows:

- i) Upper Lachlan Shire Council accepts the NSW Government offer of \$25,149.06 as part payment of the financial assistance payable in relation to the event;
- ii) Upper Lachlan Shire Council accepts the funds on the condition that the acceptance does not jeopardise the remainder of the funding that is still be considered (for approval) by the NSW Government; and
- iii) The funds (and considerably more) have been expended on the eligible works.

Please contact me at your earliest convenience should you wish to discuss the matter further.

Yours faithfully

  
JK Bell  
General Manager



02 4831 4411

## Upper Lachlan Shire Council

All correspondence addressed to the General Manager, PO Box 42, Gunning NSW 2631

General Manager, PO Box 41 Spring Street, Gungahlin NSW 2582

02 4831 1000 or 02 4831 2050 for general enquiries or the general manager's office. For correspondence, please email: [info@upperlachlan.nsw.gov.au](mailto:info@upperlachlan.nsw.gov.au)

Customer Service: 125 Yarrs Street, Gunning NSW 2581

02 4831 1100 or 02 4831 1101 for council's support services

02 4831 2050 for the Tarraga Community, Spring, Gungahlin, Orchard Street, Tarraga NSW 2531

02 4831 2050 or 02 4831 2050 for the Tarraga Community, Spring, Gungahlin, Orchard Street, Tarraga NSW 2531

Our Ref: F10/15  
JKB:HSP

3 May 2012

The Hon Michael Gallacher MLC  
Minister for Police and Emergency Services  
Level 33 1 Farrer Place  
SYDNEY NSW 2000

Dear Minister

I am writing to you in relation to the Natural Disaster Declaration for Upper Lachlan Shire in regard to the storm events that occurred in February/March 2012.

Upper Lachlan Shire Council lodged the declaration application, in regard to the damage that was caused to Council's road network, after the first day of heavy rain had caused significant damage (that met the application guidelines).

Unfortunately the rain continued for some days beyond that time, causing significant damage to local farming infrastructure and (more importantly) crops.

In previous years, the initial disaster declaration catered for damage to primary production as well as Council owned infrastructure. In more recent weeks, farmer have become aware of the significant damage (revealed at harvest time) to crops (mainly potatoes).

As Council was unaware of the need to lodge a different declaration in relation to crops at the time, Council is now requesting that you amend the existing declaration (or arrange an additional declaration) to help address this problem.

Should you wish to discuss this matter or need any further information please contact Council's Director of Works and Operations, Mr Phil Newham on 02 48301053.

Yours faithfully

Clr J Shaw  
Mayor

CC Katrina Hodgkinson MP, Minister for Primary Industries and Small Business  
Alby Schultz MP, Member for Hume  
Anne Muir DPI Goulburn Office



The Hon **Matthew Mason-Cox** MLC  
Parliamentary Secretary for Treasury and Finance

Ref: MC/12/976

Councillor John Shaw  
Mayor  
Upper Lachlan Shire Council  
P O Box 42  
GUNNING NSW 2583

Dear Councillor

I refer to your correspondence to the Hon Greg Pearce MLC Minister for Finance and Services regarding Upper Lachlan Shire Council's request for Natural Disaster Relief and Recovery Assistance following the floods in December 2010. I am responding on behalf of the Minister.

I appreciate the financial impact of natural disasters on local communities. Under the State and Commonwealth Governments Natural Disaster Relief and Recovery Arrangements (NDRRA), financial assistance is available to councils to assist in the restoration of eligible council owned assets to their pre-disaster condition. However, this program only provides partial financial reimbursement of the additional costs associated with natural disaster recovery. It is not a replacement or an alternative to having effective disaster mitigation strategies in place

To be eligible, any application must comply with the eligibility criteria. I understand that Council was informed of the eligibility criteria in early December 2010.

I am advised that in April 2011, Upper Lachlan Shire Council prepared a claim of \$396,081 for the clean-up and restoration costs of the Carrington Street Sewer Main Suspension Bridge. I am further advised that this claim was deemed ineligible under the NDRRA guidelines due to the fact that Council's water/sewerage services are commercial undertakings. I am satisfied that the NDRAA eligibility guidelines have been correctly interpreted and applied by NSW Public Works.

In relation to the emergency work undertaken by Council, the Disaster Assistance Guidelines limit any financial assistance to "emergency works that are beyond the capability of the Council to undertake".

I understand that Council has been advised that damaged footbridges at Crookwell and Tuena are eligible for financial assistance under the NDRRA but a claim has not yet been made.

If you decide to restore these bridges, I urge you to submit an application for NDRRA funding as soon as possible, as any grant made for the restoration of these footbridges will expire in June 2013.

Should you have any further enquiries regarding this matter, please contact Mr Dave Cullen, Manager People and Capability, NSW Public Works on telephone (02) 9372 8880.

Yours sincerely



**Matthew Mason-Cox MLC**  
**Parliamentary Secretary for Treasury and Finance**

27/5/12



**Mr Geoff Provest MP**  
Parliamentary Secretary for Police and Emergency Services

Councillor John Shaw  
Mayor  
Upper Lachlan Shire Council  
PO Box 42  
GUNNING NSW 2581

MIN12/001221

5 JUL 2012

Dear Mayor

Thank you for your correspondence to the Minister for Police and Emergency Services, the Hon Michael Gallacher MLC, regarding the Natural Disaster Declaration for the Upper Lachlan Shire following the February 2012 floods. The Minister has asked me to reply on his behalf.

On 5 March 2012, the NSW Government made a Natural Disaster Declaration for the Lachlan Local Government Area as a result of the event. This declaration makes several supportive schemes available under the Natural Disaster Relief and Recovery Arrangements (NDRRA) and the NSW Disaster Assistance Arrangements, including assistance measures specifically designed to support primary producers.

Under these arrangements, primary producers may be eligible for loans of up to \$130,000 at a concessional rate to assist with the cost of clean-up and restoration, transport freight subsidies and emergency fodder. These assistance measures offer a safety net for disaster affected communities in the absence of insurance or other financial streams.

Whilst I acknowledge that the flooding in the Upper Lachlan Shire during the January-February 2012 floods had an impact across the community and warranted a natural disaster declaration, 'Category C' assistance was not activated because this assistance is reserved for situations where the farming sector is severely affected, with threats to viability and disruption of production likely to extend beyond the current season.

'Category C' grants represent a significant financial undertaking for both the NSW Government and the Federal Government. Under the Natural Disaster Relief and Recovery Arrangements (NDRRA), 'Category C' assistance must be allocated efficiently and it must not supplant or operate as a disincentive for self-help by way of either insurance or appropriate strategies of disaster mitigation.

To ensure that 'Category C' assistance is applied appropriately and in accordance with the NDRRA guidelines, a thorough damage assessment of the primary sector is completed by the NSW Department of Primary Industries and carefully considered by the Minister for Police and Emergency Services and the Premier before any decision is made to activate the scheme. In addition to this, the approval of the Prime Minister is also required.

Thank you for bringing this matter to the Minister's attention.

Yours sincerely

**Geoff Provest MP**  
Parliamentary Secretary for Police and Emergency Services

Level 33 Governor Macquarie Tower, 1 Farrer Place, Sydney NSW 2000  
Phone: (61 2) 92285257 Fax: (61 2) 9228 5724 Email: [office@gallacher.minister.nsw.gov.au](mailto:office@gallacher.minister.nsw.gov.au)

Hon **Katrina Hodgkinson MP**



Ref: 14O028a/mhcs  
(In reply, please quote)

Mr Phil Newham  
Director of Works and Operations  
Upper Lachlan Shire Council  
PO Box 42  
GUNNING NSW 2581

Dear Mr Newham

Thank you for your recent correspondence in which you express your concerns about Upper Lachlan Shire Council's application for a declaration of a Natural Disaster being refused.

I have made further, strong representations on your behalf to the Minister for Police and Emergency Services, The Hon Stuart Ayres MP.

I shall write to you again when I receive a reply from the Minister.

Yours sincerely

**The Hon. KATRINA HODGKINSON MP**

Member for Burrinjuck  
Minister for Primary Industries  
Assistant Minister for Tourism and Major Events

burrinjuck@parliament.nsw.gov.au www.katrinahodgkinson.com  
133 Cornur Street (PO Box 600), Yass NSW 2582  
02 6226 3311 1800 00 2580 02 6226 3345



**THE NATIONALS** for Regional NSW

ROADS AND MARITIME SERVICES  
ABN: 76 236 371 088  
COUNCIL PAYMENT VOUCHER

Attention: Bruce Johnston

File No. 2/013746/R

The General Manager  
Upper Lachlan Council  
PO Box 10  
CROOKWELL NSW 2583  
ABN: 81 011 241 652

Council Code: 454  
Vendor No: 5011003  
Voucher No: 4805  
Purchase Order No: 4510318323  
Service Entry No(s): 5001362054  
1000758639

WORK:  
NATURAL DISASTER FUNDING - FLOODS FEBRUARY/MARCH  
2012 - REGIONAL ROADS

SCHEDULE OF WORKS DATED 4/12/2012  
RMS Share \$147,400  
Council Share \$0  
TOTAL: \$147,400

## PAYMENT DETAILS

Inv No	Project No	Subjob	COA	Fin Year	Payment Amount
5	A/08914	M/LFL03/13	7382	2012/2013	\$1,088.00
6	A/09914	M/LFL03/14	7382	2013/2014	\$0.00
GST	653 / 000 / ZGSTDR		1270		\$109.80
TOTAL					\$1,207.80

## FUNDING DETAILS

Allocation Amount	Less Payments Made	Cash Available	Less Amount being paid	Allocation remaining
\$81,381	\$80,263	\$1,088	\$1,088	\$0
\$88,038	\$0	\$88,038	\$0	\$88,038

Progress Payment No. 4 in the amount of \$1,207.80  
Commonwealth Trading Bank for transmission to the  
Crookwell Branch for credit to Council's ACCOUNT No. 062-530 000-023

Certified as (amount in words) One Thousand Two Hundred and Seven Dollars and 80 cents

EFT: 22/05/2013

The GST is Payable by the Supplier



**Transport**  
Roads & Maritime  
Services

**ROADS AND MARITIME SERVICES**  
ABN: 76 236 371 088  
**RECIPIENT CREATED TAX INVOICE**

Page  
1 / 1

UPPER LACHLAN COUNCIL  
PO BOX 10  
CROOKWELL NSW 2583

Document no.	Invoice Date	Supplier's ABN
5500990137	21.05.2013	81011241552
Your vendor number in our co. 5011003		
Processed by		
Tanya SPENCER		
Telephone no.		
02 4221 2708		
Fax no.		
02 4221 2782		

As agreed, we have settled the following goods and services as detailed below:

Material	PO	Qty.	UOM	Description	Taxc	Net Value
00001	4510319323	1,098.00	AUD	Floods Feb/March 2012 Regional P1		1,098.00
Reference Note: 4805						
Total net value						1,098.00
GST, 10%						109.80
Total						1,207.80

The GST is payable by the supplier.

454..5356

Livia Blackett (02) 42 212425

22 December 2010

The General Manager  
Upper Lachlan Council  
44 Spring St.  
CROOKWELL NSW 2583

Dear Sir/Madam

**NATURAL DISASTER FUNDING – SCHEDULE OF WORKS (Interim)- Flood Damage,  
December 2010**

I am writing in response to discussions and inspections between Council and RTA officers on 22 December 2010

Attached is a Interim Schedule of Works for Flood Damage – December 2010, in an amount of  
\$ 832,616.

Council is requested to formally advise its acceptance of the grant.

The work needs to be undertaken in accordance with the Natural Disaster Arrangements – December 2008. Generally, restoration works are to be completed within twelve months of the event which caused the damage. An extension of up to a further twelve months will only be considered if Council submits, before the end of the first twelve months, a written request justifying such extension and providing a program of the remaining works.

It is understood that Council is preparing a detailed schedule of works which is to include ALL claims attributed to this event. Upon receipt and assessment the RTA will issue a complete SoW incorporating this work, emergency response and restoration. In order that funding claims can be finalised it would be appreciated if your estimates could reach this office prior to 28 January 2010.

Over-expenditure on natural disaster damage repairs will not be met by an additional allocation, except for approved variations. Variations to an estimate of cost for the permanent restoration of damage will only be considered where it can be demonstrated that the necessity for the variation could not be known at the time of estimating. Funding is in the form of an upper limit grant and only actual expenditure up to the approved amount on any item may be claimed.

Section 4 provisions of the Natural Disaster Arrangements (commonly known as the excess) will be applied to Council's finalised Schedule of Works.

Claims are to be submitted using the "Claim to Roads and Traffic Authority (Regional Road Repair Program, Timber Bridge Replacement Program, Natural Disaster Assistance)" proforma. Payment will be made on receipt of the claim and inspection of the works.

A detailed cost statement and final certificate of expenditure will be required for finalisation of the program.

Yours faithfully

Peter Meers,  
Regional Asset Manager



**The Hon. Andrew Constance MP**  
Minister for Finance and Services

Ref: BN13/2352

Mr John Bell  
General Manager  
Upper Lachlan Shire Council  
PO Box 42,  
GUNNING NSW 2581

14 SEP 2011

Dear Mr Bell

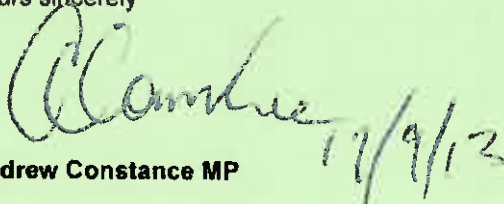
I am pleased to advise that payment of Upper Lachlan Council's claim under the Natural Disaster Relief Assistance Program has been approved.

Upper Lachlan Council was offered financial assistance of up to \$675,665 under the Natural Disaster Relief Assistance Program in respect of damage to Council assets caused by the floods of 29 November 2010 to December 2010.

I am advised that Upper Lachlan Council is now claiming payment of \$588,186.24 for completed works against the grant offer. Accordingly, please find enclosed a cheque for \$588,186.24 representing the first and final payment for the works in accordance with the ministerial grant offer.

Should you have any questions concerning this letter, please contact Mr John Anderson Acting South Coast Regional Manager, NSW Public Works on (02)4226 8502.

Yours sincerely



Andrew Constance MP

sub_num	acc_dsc	cmt_bal	act_bfw	acc_bal	acc_bud
Sub Account	Description	Committed	Actual	Budget	Available
8000	MR241	0	10684.47	77200	66516
8001	MR256	0	1364.94	0	-1365
8002	MR258	0	4478.74	0	-4479
8003	MR52N	0	3182.58	0	-3183
8004	MR52S	0	0	0	0
8005	MR248E	0	12034.67	0	-12035
8006	MR248W	0	21884.7	0	-21885
8007	Abbey Collins Rd	0	9491.8	658545	649053
8008	Abbeyvale Rd	0	0	276190	276190
8009	Adavale Rd	0	0	0	0
8010	Alders & Crees Rd	0	0	0	0
8011	Alps Rd	0	0	0	0
8012	Alton Hill Rd	0	0	0	0
8013	Anderson Rd	0	0	0	0
8014	Armours Rd	0	0	0	0
8015	Arthursleigh Rd	0	3106.04	0	-3106
8016	Aubynvale Rd	0	0	0	0
8017	Back Arm Rd	0	8851.99	0	-8852
8018	Baileys Lane	0	160	0	-160
8019	Bannaby Rd	0	0	0	0
8020	Bannister Lane	0	135.62	0	-136
8021	Barretts Rd	0	0	0	0
8022	Baxters Lane	0	129.36	0	-129
8023	Berrebangalo Creek Rd	0	653.73	0	-654
8024	Bertalba Rd	0	1055.94	0	-1056
8025	Bevandale Rd	0	4405.81	0	-4406
8026	Biala Rd	0	37944.01	0	-37944
8027	Bigga Rd	0	518.48	0	-518
8028	Biroon Rd	0	0	0	0
8029	Bishop St	0	0	0	0
8030	Blackmans Creek Rd	0	596.96	0	-597
8031	Blackwalls Rd	0	0	0	0
8032	Blakney Ck North Rd	0	877.96	0	-878
8033	Blakney Ck South Rd	0	0	0	0
8034	Bligh Lane	0	0	0	0
8035	Blue Hill Rd	0	26299.69	0	-26300
8036	Bolong Rd	0	5673.64	0	-5674
8037	Boobalaga Rd	0	0	0	0
8038	Boongarra Rd	0	0	0	0
8039	Bradbury Lane	0	0	0	0
8040	Brayton Rd	0	48061.28	0	-48061
8041	Broadway Rd	0	0	0	0
8042	Breadalbane Rd	0	0	0	0
8043	Bridge Creek Rd	0	3335.63	0	-3336
8044	Bulleys Crossing	0	27795.19	0	-27795
8045	Burra Burra Rd	0	0	0	0
8046	Burwood rd	0	0	0	0
8047	Bushs Lane	0	0	0	0

8048 Butcher Rd	0	192.78	0	-193
8049 Byrneville Rd	0	120.28	0	-120
8050 Carnells Rd	0	0	0	0
8051 Carrabungla Rd	0	2998.53	0	-2999
8052 Carrawongy Rd	0	0	0	0
8053 Castle Hill Rd	0	2622.56	0	-2623
8054 Chain of Ponds Rd	0	1293.98	0	-1294
8055 Chalkers Rd	0	0	0	0
8056 Chapmans Lane	0	3064.99	0	-3065
8057 Church Rd	0	0	0	0
8058 Clancys Rd	0	123.61	0	-124
8059 Clarevale Rd	0	1788.74	0	-1789
8060 Clarke Rd	0	0	0	0
8061 Cobodong Road	0	0	0	0
8062 Cockatoo Rd	0	4553.65	0	-4554
8063 Collector Rd	0	555.37	0	-555
8064 Cooks Hill Rd	0	0	0	0
8065 Cooksvale Rd	0	2969.94	0	-2970
8066 Coolalie Rd	0	0	0	0
8067 Cowper Ln	0	502.27	0	-502
8069 Craigs Rd	0	555.22	0	-555
8070 Cuddyong Rd	0	38165.58	0	-38166
8071 Cullerin Rd	0	610.28	0	-610
8072 Cummins Rd	0	5888.61	0	-5889
8073 Currans Rd	0	0	0	0
8074 Dawes Rd	0	0	0	0
8075 Dawsons Creek Rd	0	0	0	0
8076 Decca Rd	0	258.72	0	-259
8077 Diamond Rd	0	50643.78	0	-50644
8078 Dowlings Rd	0	0	0	0
8079 Dunns Rd	0	0	0	0
8080 Elmgrove Rd	0	0	0	0
8081 Elms Rd	0	1721.02	0	-1721
8082 Emerton Dr	0	0	0	0
8083 Felled Timber Rd	0	644.66	0	-645
8084 Fish River Rd	0	960	0	-960
8085 Flacknell Creek Rd	0	0	0	0
8086 Flowerburn Rd	0	0	0	0
8087 Foggs Crossing Rd	0	34752.4	0	-34752
8088 Fullerton Rd	0	3827.24	0	-3827
8089 Gamoran Valley Rd	0	3425	0	-3425
8090 Glan Aber Rd	0	0	0	0
8091 Glenerin Rd	0	4041.52	0	-4042
8092 Glenfield Rd	0	0	0	0
8093 Glenleigh Rd	0	0	0	0
8094 Golspie Rd	0	14181.52	0	-14182
8095 Goodhew Lane	0	0	0	0
8096 Gordon Inn Rd	0	0	0	0
8097 Gorham Rd	0	101.09	0	-101
8098 Grabine Rd	0	20742.76	0	-20743

8099 Grange Rd	0	0	0	0
8100 Graywood Siding Rd	0	0	0	0
8101 Greendale Rd	0	0	0	0
8102 Greenmantle Rd	0	1311.72	0	-1312
8103 Greenwich Meadow Rd	0	0	0	0
8104 Guineacor Rd North	0	0	0	0
8105 Guineacor Rd South	0	0	0	0
8106 Gullens Flat Rd	0	0	0	0
8107 Gunning Tip Rd	0	0	0	0
8108 Gurrundah Rd	0	983.7	0	-984
8109 Halls Rd	0	64.13	0	-64
8110 Hanworth Rd	0	0	0	0
8111 Harley Rd	0	0	0	0
8112 Hawthornes Tree Rd	0	192	0	-192
8113 Heffernans Lane	0	195.31	0	-195
8114 Hillcrest Rd	0	382.65	0	-383
8115 Hillgrove Rd	0	0	0	0
8116 Hogan Rd	0	100	0	-100
8117 Hogans Creek Rd	0	0	0	0
8118 Hollow Mount Rd	0	986.42	0	-986
8119 Holloways Rd	0	0	0	0
8120 Hollydene Rd	0	0	0	0
8121 Hollywood Rd	0	0	0	0
8122 Holmes Rd	0	0	0	0
8123 Howards Rd	0	0	0	0
8124 Ian Bush Rd	0	438	0	-438
8125 Iron Mine Rd	0	0	0	0
8126 Iron Mines Road	0	0	0	0
8127 James Park Rd	0	0	0	0
8128 Jeffreys Rd	0	2615.53	0	-2616
8129 Jerrara Rd	0	6451.78	0	-6452
8130 Jerrawa Rd	0	0	0	0
8131 Jerrong Rd	0	0	0	0
8132 Johnsons Lane	0	0	0	0
8133 Julong Rd	0	1438.16	0	-1438
8134 Kangaloolah Rd	0	37092.78	0	-37093
8135 Kennedy Rd	0	0	0	0
8136 Kentgrove Rd	0	0	0	0
8137 Kialla Rd	0	488.24	0	-488
8138 Kildare Ln	0	0	0	0
8139 Lade Vale Rd	0	444.47	0	-444
8140 Langs Rd	0	0	0	0
8141 Leary Lane	0	0	0	0
8142 Leighwood Rd	0	4376.79	0	-4377
8143 Lerida Rd North	0	0	0	0
8144 Lerida Rd South	0	290.92	0	-291
8145 Levels Rd	0	8602.83	0	-8603
8146 Little Plains Rd	0	0	0	0
8147 Long Swamp Rd	0	2428.7	0	-2429
8148 Longview Rd	0	2690.52	0	-2691

8149 Loop Rd	0	0	0	0
8150 Losebys Rd	0	23205.91	0	-23206
8151 Lost River Rd	0	11322.44	0	-11322
8152 Loughville Rd	0	0	0	0
8153 Lower Greendale Rd	0	0	0	0
8154 Lucks Ln	0	0	0	0
8155 Lucky Swamp Rd	0	57059.14	0	-57059
8156 MacArthur Rd	0	0	0	0
8157 Mares Forest Rd	0	96.34	0	-96
8158 Maryvale Rd	0	3075.46	0	-3075
8159 McAllister Rd	0	3094.37	0	-3094
8160 McDonald St	0	0	0	0
8161 Medways Ln	0	0	0	0
8162 Menzies Ln	0	0	0	0
8163 Middle Arm Rd	0	44493.84	0	-44494
8164 Middle Creek Rd	0	239.9	0	-240
8165 Millsvale Rd	0	92.36	0	-92
8166 Montana Rd	0	2146.9	0	-2147
8167 Mount Costigan Rd	0	3118.2	0	-3118
8168 Mount Rae Rd	0	7270.17	0	-7270
8169 Mulgowrie Rd	0	123578.22	0	-123578
8170 Mullengrove Rd	0	518.18	0	-518
8171 Mullens Ck Rd	0	886.35	0	-886
8172 Mutmutbilly Rd	0	0	0	0
8173 Newfoundland Rd	0	0	0	0
8174 Offleys Ln	0	0	0	0
8175 Old Binda Rd	0	0	0	0
8176 Old Showground Rd	0	0	0	0
8177 Old South Rd	0	1138.86	0	-1139
8178 Old Station Ck Rd	0	0	0	0
8179 Old Sydney Rd	0	32898.56	0	-32899
8180 Oolong rd	0	0	0	0
8181 Parksbourne Rd	0	0	0	0
8182 Parsons Ln	0	0	0	0
8183 Pedell Ln	0	0	0	0
8184 Pestwood Rd	0	111656.57	0	-111657
8185 Pejar Rd	0	7220.61	0	-7221
8186 Pine Bluff Rd	0	0	0	0
8187 Pine Grove Rd	0	5314	0	-5314
8188 Pomeroy Rd	0	2247.92	0	-2248
8189 Prices Ln	0	1521.97	0	-1522
8190 Pucketts Ln	0	0	0	0
8191 Pudman Ck Rd	0	31959.45	0	-31959
8192 Range Rd	0	7192.57	0	-7193
8193 Red Hill Rd	0	0	0	0
8194 Redground Heights Rd	0	10686.19	0	-10686
8195 Redlands Rd	0	3813.63	0	-3814
8196 Reeves Rd	0	11318.63	0	-11319
8197 Reids Flat Rd	0	15922.16	0	-15922
8198 Reidsdale Rd	0	0	0	0

8199 Reservoir Rd	0	0	0	0
8200 Rhyanna Rd	0	138568.65	0	-138569
8201 Robbs Ln	0	0	0	0
8202 Rock Lodge Rd	0	0	0	0
8203 Rocklily Rd	0	0	0	0
8204 Rocky Waterhole Rd	0	30.81	0	-31
8205 Roseberry Rd	0	72.34	0	-72
8206 Rosevale Rd	0	138.6	0	-139
8207 Roslyn Rd	0	0	0	0
8208 Rugby Rd	0	20208.35	0	-20208
8209 Russells Ln	0	0	0	0
8210 Rylstone Rd	0	0	0	0
8211 Saleyards Rd	0	0	0	0
8212 Salisbury Rd	0	14533.07	0	-14533
8213 Sapling Ck Rd	0	0	0	0
8214 Sapphire Rd	0	7864.25	0	-7864
8215 Saville Rd	0	0	0	0
8216 Scabben Flat Rd	0	0	0	0
8217 Shaws Rd	0	0	0	0
8218 Sheldricks Ln	0	3877.35	0	-3877
8219 Skelly Rd	0	0	0	0
8220 Slater Rd	0	0	0	0
8221 Smith Rd	0	0	0	0
8222 Snake Gully Rd	0	0	0	0
8223 Snipe Flat Rd	0	0	0	0
8224 Soldiers Settlement Rd	0	0	0	0
8225 Spicers Ln	0	0	0	0
8226 St Stephens Rd	0	0	0	0
8227 Starrs Rd	0	0	0	0
8228 Stane Quarry Rd	0	0	0	0
8229 Storriers Ln	0	702.16	0	-702
8230 Strathaird Ln	0	0	0	0
8231 Streamville Rd	0	0	0	0
8232 Sunnyside Rd	0	285.12	0	-285
8233 Sylvia Vale Rd	0	16794.5	0	-16795
8234 Tarlo River Rd	0	4974.54	0	-4975
8235 Third Ck Rd	0	0	0	0
8236 Towrang Rd	0	17619	0	-17619
8237 Tryl Tryl Rd	0	24024.34	0	-24024
8238 Tuena Cemetery Rd	0	0	0	0
8239 Turkey Hill Rd	0	0	0	0
8240 Valley Rd	0	0	0	0
8241 Veterans Rd	0	0	0	0
8242 Walkoms Ln	0	72.34	0	-72
8243 Walmsleys Rd	0	0	0	0
8244 Walshs Rd	0	299.24	0	-299
8245 Wangalo Rd	0	3340.46	0	-3340
8246 Warratah Rd	0	0	0	0
8247 Waterworks Rd	0	0	0	0
8248 Weroona Ln	0	0	0	0

8249 Westbank Rd	0	723.33	0	-723
8250 Wheeo Rd	0	4856.39	0	-4856
8251 Whick Whack Rd	0	0	0	0
8252 White Rd	0	0	0	0
8253 Willcox Rd	0	4181.32	0	-4181
8254 Willowmere Rd	0	1564.93	0	-1565
8255 Wills Way	0	0	0	0
8256 Wongaburra Rd	0	370.43	0	-370
8257 Woodhouselee Rd	0	10744.58	0	-10745
8258 Woodville Rd	0	26505.25	0	-26505
8259 Woodward Rd	0	9150.89	0	-9151
8260 Yalbraith Rd	0	37669.02	0	-37669
8261 Yarroman Rd	0	8717.33	0	-8717
8262 Yarowee Rd	0	1506.79	0	-1507
8263 Yewrangara Rd	0	0	0	0
8264 Crookwell	0	7527.2	0	-7527
8265 Tuena	0	329.08	0	-329
8266 Bigga	0	2910.64	0	-2911
8267 Arthur St	0	4377.28	0	-4377
8268 Taralga	0	0	0	0
8269 Grabben Gullen	0	960	0	-960
8270 Laggan	0	0	0	0
8271 Gunning	0	2114.77	0	-2115
8272 Dalton	0	0	0	0
8273 Collector	0	0	0	0
8274 Jerrawa	0	169.98	0	-170
8275 Brooklands Foot Bridge	0	6746.33	0	-6746
8276 Bell Street	0	0	0	0
8277 Carters Cl	0	0	0	0
8278 Swallow Tail Pass Road	0	0	0	0
8279 Wiarborough Road	0	0	0	0
8280 Cullen Street	0	0	0	0
8281 Goulburn Street, Binda	0	0	0	0
8282 Hearne Street, Bigga	0	0	0	0
8283 Hill Street, Taralga	0	0	0	0
8284 Redground Road, Binda	0	0	0	0
8285 St James Street, Binda	0	0	0	0
8286 Suffolk Street, Binda	0	0	0	0
8287 MacArthur Street, Taralga	0	0	0	0
<hr/>				
	01413223.54	1,011,935.00	-401291	

## 1.35416

sub_num	acc_dsc	cmt_bal	act_bfw	acc_bal	acc_bud
Sub Account	Description	Committed	Actual	Budget	Available
1956	Storm/Flood Damage Dec	0	16251.63	0	-16252
1957	Storm Damage Dec 2010 -	0	84113.78	162200	78086
		0	100365.41	162200	61834

**ROADS AND MARITIME SERVICES**  
**ABN: 76 236 371 088**  
**COUNCIL PAYMENT VOUCHER**

File No 2/013746/L

Attention: Bruce Johnston

The General Manager  
 Upper Lachlan Council  
 PO Box 10  
 CROOKWELL NSW 2583  
 ABN: 81 011 241 552

Council Code: 454  
 Vendor No: 6011003  
 Voucher No: 4804  
 Purchase Order No: 4510308111  
 Service Entry No(s): 5001342097  
 1000756637

WORK  
 NATURAL DISASTER FUNDING - FLOODS FEBRUARY/MARCH  
 2012 - LOCAL ROADS

SCHEDULE OF WORKS DATED 4/12/2012  
 RMS Share \$1,867,396  
 Council Share: \$29,000  
 TOTAL \$1,896,396

## PAYMENT DETAILS

Inv No	Project No	Subjob	COA	Fin Year	Payment Amount
5	A/09834	M/ULLR03/12	7382	2011/2012	\$0.00
5	A/09834	M/ULLR03/13	7382	2012/2013	\$207,397.00
5	A/09834	M/ULLR03/14	7382	2013/2014	\$0.00
GST	653 / 000 / ZGSTDR	1270			\$20,739.70
TOTAL					\$228,136.70

## FUNDING DETAILS

Allocation Amount	Less Payments Made	Cash Available	Less Amount being paid	Allocation remaining
\$7,716	\$7,716	\$0	\$0	\$0
\$1,042,264	\$829,500	\$352,784	\$207,397	\$145,387
\$817,396	\$0	\$817,396	\$0	\$817,396

Progress Payment No 5 in the amount of \$228,136.70  
 Commonwealth Trading Bank for transmission to the  
 Crookwell Branch for credit to Council's ACCOUNT No 082-630 000-023

Certified as (amount in words) Two Hundred and Twenty Eight Thousand One Hundred and Thirty Six Dollars and 70 cents

EFT: 22/03/2013

The GST is Payable by the Supplier



**Transport**  
Roads & Maritime  
Services

ROADS AND MARITIME SERVICES  
ABN: 76 236 371 088  
RECIPIENT CREATED TAX INVOICE

Page  
1 / 1

UPPER LACHLAN COUNCIL  
PO BOX 10  
CROOKWELL NSW 2583

Document no. Invoice Date Supplier's ABN  
5500990136 21.05.2013 81011241552  
Your vendor number in our co. 5011003

Processed by  
Tanya SPENCER  
Telephone no.  
02 4221 2708  
Fax no.  
02 4221 2782

As agreed, we have settled the following goods and services as detailed below:

Material	PO	Qty.	UOM	Description	Tax	Net Value
00001	4510308111	0.00	AUD	Floods Feb/March 2012 Local Rd	F1	0.00
Reference Note: 4804						
		207,397.00	AUD	Floods Feb/March 2012 Local Rd	F1	207,397.00
Reference Note: 4804						
Total net value						207,397.00
GST, 10%						20,739.70
Total						228,136.70

The GST is payable by the supplier.

## CLAIM TO ROADS AND MARITIME SERVICES

(Regional Road Repair Program, Timber Bridge Replacement Program, Natural Disaster Assistance)

CLAIM NO

16L

COUNCIL

Upper Lachlan Shire

FOR THE MONTH OF

Jun-13

ABN

81 011 241 552

## PROJECT/PROGRAM DESCRIPTION:

LOCAL ROADS

NDA resulting from flood damage sustained in December 2010 event - Restoration Funding component.

PROJ./JOB SUB-JOB  
RMS FILE

A/08786

		(a)	(b)	(c)	(b) minus (c)
	*Allocation Approved by RMS Total	+Total Expenditure (Council & RTA) to date Cumulative	Total Expenditure (RMS Share) to date Cumulative	Reimbursements by RMS to date Cumulative	This Claim Amount
2	\$6,171,018	\$4,931,253	\$4,902,253	\$4,901,836	\$417

All expenditure shown is exclusive of GST

\* For projects, allocation is total allocation in out turn dollars (may extend beyond one year)  
+ This expenditure is to be supported by a cost statement based on the Schedule of Works

3	WORKS PROGRESS	
	% Complete	Completion Date
	100	Jun-13

## CERTIFICATION by Authorised Council Delegate

- a) The expenditure shown in this certificate has been actually and bonafide incurred and relates only to the works described on this claim
- b) The work has been executed in accordance with appropriate prevailing standards and conforms with sound engineering practice and legislation. For classified roads, the prevailing standards adopted have been current technical specifications used by the RMS where available

SIGNED:



POSITION:

Manager of Works

DATE:

20/11/13

## RMS USE:

The Council's claim has been examined and costs are considered reasonable compared to progress made with the work

SIGNED:

POSITION:

DATE:

Copy of INVRRRP Final claim 2010 Storm Damage Local

FILE NO:

154.5356 NATURAL DISASTER FUNDING - FLOOD DAMAGE DECEMBER 2010

**DETAILED COST STATEMENT**

**NOTE:** Whenever it is expected that the cash allocation will be insufficient to complete the work approved, the matter is to be taken up IMMEDIATELY with Roads and Maritime Services. Roads and Maritime Services cannot undertake to recognise expenditure without its prior approval.

**\*\*** Any significant difference between the actual cost shown on this page and the expenditure shown on the reverse page is to be explained in a covering report.

**\*\*\*** Any item in which the actual cost is significantly above or below the estimate is to be explained in a separate report.

**A copy of Council's ledger should be attached to verify total actual cost.**

Item No	DESCRIPTION OF WORK As set out in the Schedule of Works	Schedule of Works Item Amount	Actual Cost ***		
			Quantity	Rate	Amount ***
V08786 Flood Damage December 2010 Emergency Response Works					
1	Emergency Works	\$276,191			278131.78
V08776 Flood Damage December 2010 State Roads					
1	MR54 Crookwell - Tuena Road	\$162,200			162121.54
V08782 Flood Damage December 2010 Regional Roads					
1	248E Taralga Rd	\$65,200			64334.4
2	248W Taralga Rd	\$11,000			84186.54
3	Boorowa Rd	\$73,394			
4	Grabben Gullen Rd	\$165,193			159362.97
5	MR241	\$90,936			84694.99
6	Taralga Rd	\$14,100			10144.78
7	Wombeyan Caves Rd	\$13,300			14066.8

FILE NO:

454.5356

NATURAL DISASTER FUNDING - FLOOD DAMAGE DECEMBER 2010

**DETAILED COST STATEMENT**

**NOTE:** Whenever it is expected that the cash allocation will be insufficient to complete the work approved, the matter is to be taken up IMMEDIATELY with Roads and Maritime Services. Roads and Maritime Services cannot undertake to recognise expenditure without its prior approval.

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Item No	DESCRIPTION OF WORK  As set out in the Schedule of Works	Schedule of Works Item Amount	Actual Cost ***		
			Quantity	Rate	Amount ****
A/06786 Flood Damage December 2010 Local Roads					
1	Abbey Collins Rd	\$20,094			\$18,585
2	Adavale Rd	\$1,395			\$731
3	Anderson Rd	\$7,000			\$7,000
4	Alpa Rd	\$5,000			\$3,574
5	Arthur St	\$18,012			\$5,877
6	Arthursleigh Rd	\$3,150			\$3,106
7	Back Arm Rd	\$22,400			\$13,470
8	Bailey's Lane	\$7,380			\$5,540
9	Bannaby Rd	\$5,400			\$3,013
10	Bannister Lane	\$36,171			\$33,710
11	Bell St	\$6,196			\$3,338
12	Berrebangels Rd	\$2,635			\$1,453
13	Bertalpa Rd	\$18,904			\$17,448
14	Bevendale Rd	\$52,458			\$52,458
15	Biala Rd Estimate Item 8	\$149,860			\$125,656
16	Bigga Rd	\$11,550			\$11,550
17	Blackman's Creek Rd	\$5,245			\$5,245
18	Blakney Creek North Rd	\$69,527			\$41,736
19	Blue Hill Rd	\$27,365			\$26,300
20	Bolong Rd	\$39,200			\$44,721
21	Boodalaga Rd	\$41,386			\$39,720
22	Boongarra Rd	\$16,800			\$14,379
23	Brayton Rd	\$37,370			\$48,061
24	Bridge Creek Rd	\$137,352			\$131,380
25	Bulley's Crossing	\$2,312			\$27,834
26	Burwood Rd	\$4,390			
27	Butcher Rd	\$1,510			\$2,278
28	Carrabungla Rd	\$5,040			\$6,045
29	Carrawongy Rd	\$14,700			\$12,839
30	Carters Ct	\$4,050			
31	Chalkers Lane	\$3,100			
32	Clancys Rd	\$11,900			\$15,532
33	Cockatoo Rd	\$12,770			\$12,642
34	Collector Rd	\$35,200			\$33,799
35	Cooksvale Rd	\$46,080			\$48,196
36	Cooks Hill Rd	\$818			
37	Cowpers Lane	\$9,610			\$9,610
38	Craigs Rd	\$11,160			\$8,935
39	Cuddying Rd	\$49,900			\$44,608
40	Cullen St	\$753			\$250

FILE NO:

#54.5356

NATURAL DISASTER FUNDING - FLOOD DAMAGE DECEMBER 2010

## DETAILED COST STATEMENT

NOTE: Whenever it is expected that the cash allocation will be insufficient to complete the work approved, the matter is to be taken up IMMEDIATELY with Roads and Maritime Services. Roads and Maritime Services cannot undertake to recognise expenditure without its prior approval.

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Item No	DESCRIPTION OF WORK As set out in the Schedule of Works	Schedule of Works Item Amount	Actual Cost ***		
			Quantity	Rate	Amount ####
41	Cummins Rd	\$31,035			\$34,608
42	Currans Rd	\$4,580			\$4,474
43	Dawsons Creek Rd	\$17,379			\$10,806
44	Decca Rd	\$73,080			\$68,655
45	Diamond Rd	\$57,350			\$57,350
46	Felled Timber Rd	\$27,024			\$27,546
47	Fish River Rd	\$62,764			\$62,764
48	Flacknell Creek Rd	\$5,520			\$5,291
49	Flowerburn Rd	\$18,300			\$18,300
50	Fullerton Rd	\$78,140			\$77,552
51	Glenerrn Rd	\$55,586			\$56,443
52	Golspie Rd	\$55,250			\$56,712
53	Gorham Lane	\$9,370			\$8,743
54	Goulburn St	\$12,700			\$4,759
55	Grabine Rd	\$27,612			\$29,337
56	Grange Rd	\$9,610			\$9,757
57	Greenmantle Rd	\$59,000			\$51,730
58	Guineacor Rd N	\$7,140			\$7,510
59	Guineacor Rd S	\$10,150			\$9,383
60	Gurrundah Rd	\$42,323			\$58,351
61	Halls Rd	\$4,320			\$1,302
62	Harworth Rd	\$23,150			\$24,890
63	Harley Rd	\$11,950			\$11,850
64	Hawthornes Tree Rd	\$1,980			\$781
65	Heame St	\$10,980			\$2,611
66	Heffernans Lane	\$1,767			\$1,974
67	Hill St	\$3,120			
68	Hillcrest Rd	\$31,250			\$23,356
69	Hogan Rd	\$8,150			\$8,150
70	Hollow Mount Rd	\$9,300			\$3,448
71	Hollydene Rd	\$18,200			\$16,106
72	Hollywood Rd	\$17,735			\$4,024
73	Iron Mine Rd	\$37,164			\$39,045
74	James Park Rd	\$16,667			\$15,638
75	Jeffreys Rd	\$2,340			\$2,616
76	Jerrara Rd	\$101,408			\$102,611
77	Jerrong Rd	\$20,000			\$21,257
78	Julong Rd	\$17,268			\$17,218
79	Kangaloolah Rd	\$157,870			\$156,357
80	Kennedy Rd	\$8,400			\$8,784
81	Kentgrove Rd	\$2,790			\$3,052

FILE NO:

454.5356

## NATURAL DISASTER FUNDING - FLOOD DAMAGE DECEMBER 2010

## DETAILED COST STATEMENT

NOTE: Whenever it is expected that the cash allocation will be insufficient to complete the work approved, the matter is to be taken up IMMEDIATELY with Roads and Maritime Services. Roads and Maritime Services cannot undertake to recognise expenditure without its prior approval.

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SPEND Any item in which the actual cost is significantly above or below the estimate is to be explained in a separate report.

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Item No	DESCRIPTION OF WORK As set out in the Schedule of Works	Schedule of Works Item Amount	Actual Cost ***		
			Quantity	Rate	Amount ****
82	Kialla Rd	\$1,310			\$1,254
83	Lade Vale Rd	\$109,817			\$115,672
84	Langs Rd	\$10,640			\$14,391
85	Learys Lane	\$3,458			\$1,706
86	Lerida Road North	\$8,340			
87	Levels Rd	\$22,100			\$22,531
88	Little Plains Rd	\$1,146			\$626
89	Longview Rd	\$3,200			\$2,691
90	Lost River Rd	\$60,340			\$61,158
91	Lucky Swamp Rd	\$67,700			\$67,700
92	Macarthur St	\$4,120			
93	Mares Forest Rd	\$25,050			\$25,050
94	Maryvale Rd	\$13,767			\$21,880
95	McAlister Rd	\$47,400			\$50,182
96	McDonald St	\$16,831			\$10,805
97	Menzies Lane	\$10,600			\$8,227
98	Middle Arm Rd	\$41,900			\$44,494
99	Millsvale Rd	\$30,300			\$29,505
100	Montana Rd	\$45,000			\$45,000
101	Mount Costigan Rd	\$5,000			\$4,847
102	Mount Rae Rd	\$17,740			\$17,740
103	Mulgowie Rd	\$144,257			\$143,443
104	Mullengrove Rd	\$54,131			\$45,288
105	Newfoundland Rd	\$28,100			\$33,461
106	Old Sydney Rd	\$31,450			\$33,299
107	Peelwood Rd Estimate Item 4	\$241,376			\$247,647
108	Pejer Rd	\$73,097			\$55,296
109	Pinegrove Rd	\$23,800			\$19,504
110	Pomeroy Rd	\$37,080			\$37,080
111	Prices Lane	\$3,458			\$3,257
112	Pucketts Lane	\$7,400			\$541
113	Pudman Creek Rd	\$89,900			\$65,525
114	Range Rd	\$96,533			\$90,261
115	Redground Heights Rd	\$17,528			\$18,909
116	Redground Rd	\$78,544			\$72,452
117	Reids Flat Rd	\$51,903			\$39,176
118	Reidsdale Rd	\$11,804			\$4,179
119	Rhyanna Rd	\$158,569			\$160,083
120	Rock Lodge Rd	\$9,275			\$9,315
121	Rose Vale Rd	\$11,400			\$9,364
122	Roseberry Rd	\$4,800			\$4,800

FILE NO:

454.5356 NATURAL DISASTER FUNDING - FLOOD DAMAGE DECEMBER 2010

**DETAILED COST STATEMENT**

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Item No	DESCRIPTION OF WORK As set out in the Schedule of Works	Schedule of Works Item Amount	Actual Cost ***		
			Quantity	Rate	Amount ####
123	Rugby Rd	\$124,475			\$114,229
124	Rylstone Rd	\$2,370			\$368
125	Salisbury Rd	\$32,690			\$32,542
126	Sapling Creek Rd	\$18,600			\$20,669
127	Sapphire Rd	\$94,504			\$57,167
128	Saville Rd	\$6,400			\$6,483
129	Scabben Flat Rd	\$17,590			\$15,517
130	Shaws Rd	\$4,440			\$10,000
131	Sheldricks Lane	\$12,948			\$12,948
132	Slater Rd	\$30,611			\$29,209
133	Snipe Flat Rd	\$22,525			\$24,790
134	Spicers Lane	\$6,610			\$6,783
135	St James St	\$12,392			\$24,238
136	Stone Quarry Rd	\$440			
137	Storrers Lane	\$2,295			\$702
138	Strathaird Lane	\$7,025			\$7,025
139	Streamville Rd	\$7,772			\$3,395
140	Suffolk St	\$65,356			\$55,713
141	Swallow Tail Pass Rd	\$17,200			\$18,040
142	Sylvia Vale Rd	\$76,935			\$80,792
143	Tarlo River Rd	\$4,250			\$5,091
144	Towrang Rd	\$24,680			\$23,336
145	Tuena Cemetery Rd	\$4,200			
146	Turkey Hill Rd	\$72,600			\$79,088
147	Tyrl Tyrl Rd	\$24,300			\$24,600
148	Walkoms Lane	\$8,500			\$5,486
149	Wangalo Rd	\$67,400			\$67,400
150	Walshs Rd	\$7,800			\$7,799
151	Waratah Rd	\$5,360			
152	Wheeo Rd	\$119,465			\$117,502
153	Whack Whack Rd	\$26,855			\$27,396
154	Wiarborough Rd	\$16,600			\$14,342
155	Wilcox Rd	\$14,990			\$14,990
156	Willowmere Rd	\$5,902			\$5,792
157	Woodhouselee Rd	\$168,615			\$165,478
158	Woodville Rd	\$122,797			\$122,752
159	Woodward Rd	\$7,100			\$9,151
160	Yalbraith Rd	\$36,600			\$37,669
161	Yarraman Rd	\$7,500			\$9,117
162	Yewrangara Rd	\$17,620			\$10,370
	Council Contribution	\$29,000			\$29,000

FILE NO:

454.5356 NATURAL DISASTER FUNDING - FLOOD DAMAGE DECEMBER 2010

**DETAILED COST STATEMENT**

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Item No	DESCRIPTION OF WORK As set out in the Schedule of Works	Schedule of Works Item Amount	Actual Cost ***		
			Quantity	Rate	Amount ****
					\$4,931,253


**ROADS AND MARITIME SERVICES  
FINAL CERTIFICATE OF EXPENDITURE  
UPPER LACHLAN COUNCIL**

FILE NO: **454.5356**  
**NATURAL DISASTER FUNDING - FLOOD DAMAGE DECEMBER 2010**

Project No	Description	Cash Allocation	Schedule of Works			Total Expenditure
			NSW RMS Share	Council Share	Total	
A/08786	Flood Damage December 2010 Emergency Works	\$276,191	\$276,191	\$0	\$276,191	276131.78
A/08776	Flood Damage December 2010 State Roads	\$162,200	\$162,200	\$0	\$162,200	162121.54
A/08762	Flood Damage December 2010 Regional Roads	\$434,123	\$434,123	\$0	\$434,123	396790.48
A/08786	Flood Damage December 2010 Local Roads	\$5,142,018	\$5,142,018	\$29,000	\$5,171,018	4931253.34

We certify, in accordance with the conditions under which this Cash Allocation was accepted, that:

1. the expenditure shown in this certificate has been actually and bona fide incurred and relates solely to the work covered by the Cash Allocation
2. the work has been executed in accordance with appropriate prevailing standards and conforms with sound engineering practice and legislation. For classified roads the prevailing standards adopted have been current technical specifications used by Roads and Maritime Services where available

  
Director Engineering (Signature)

  
Director Finance (Signature)

  
General Manager (Signature)

Date 4/12/13

**ROADS AND MARITIME SERVICES**  
**ABN 76 236 371 088**  
**REQUEST FOR RECIPIENT CREATED TAX INVOICE**

Attention: Bruce Johnston

File No: 454.5356

The General Manager  
 Upper Lachlan Council  
 PO Box 10  
 CROOKWELL NSW 2583

ABN 81 011 241 552

Council Code 464  
 Vendor No 5011003  
 Voucher No. 4062  
 Purchase Order No. 4510260223  
 Service Entry No.

**SCHEDULE OF WORKS DATED**  
**JANUARY 2013**

RMS Share \$162,200  
 Council's Share \$0  
**TOTAL \$162,200**

**WORK**

Natural Disaster Funding  
 Flood Damage DECEMBER 2010  
STATE ROADS

**PAYMENT DETAILS**

Inv No	Project No	WBS	COA	Fin Year	Payment Amount
13	A/06776	MINDFUP/11	7362	2010/2011	\$0
13	A/06776	MINDFUP/13	7362	2012/2013	\$7,966
GST	663 / 000 / ZG6TDR		1270		\$796.60
<b>TOTAL</b>					<b>\$8,762.60</b>

**FUNDING DETAILS**

Allocation Amount	Less Payments Made	Cash Available	Less Amount now being paid	Allocation remaining
\$123,818	\$123,818	\$0	\$0	\$0
\$36,382	\$6,905	\$29,477	\$7,966	\$21,511
<b>\$160,200</b>	<b>\$130,723</b>	<b>\$29,477</b>	<b>\$7,966</b>	<b>\$21,511</b>

Progress Payment No. 13 in the amount of \$8,762.60

COMMONWEALTH TRADING BANK for transmission to the  
 CROOKWELL Branch for credit to Council's Account No. 062-530 000-023

Certified as (amount in words) EIGHT THOUSAND SEVEN HUNDRED AND SIXTY-TWO DOLLARS AND SIXTY CENTS

EFT: 22/01/2013

The GST is Payable by the Supplier



**Transport**  
Roads & Maritime  
Services

ROADS AND MARITIME SERVICES  
ABN: 76 236 371 088  
RECIPIENT CREATED TAX INVOICE

Page  
1 / 1

UPPER LACHLAN COUNCIL  
PO BOX 10  
CROOKWELL NSW 2583

Document no. Invoice Date Supplier's ABN  
5500990135 21.05.2013 81011241552  
Your vendor number in our co. 5011003

Processed by  
Tanya SPENCER  
Telephone no.  
02 4221 2708  
Fax no.  
02 4221 2782

As agreed, we have settled the following goods and services as detailed below:

Material PO	Qty.	UOM Description	Taxc	Net Value
00001 4510268223	0.00	AUD Local roads 10/11 funding	P1	0.00
Reference Note: 4802				
	0.00	AUD Regional Roads	P1	0.00
Reference Note: 4802				
	0.00	AUD State Roads	P1	0.00
Reference Note: 4802				
	0.00	AUD Local rds 2011/2012 funding	P1	0.00
Reference Note: 4802				
	0.00	AUD Local roads 2012/13 funding	P1	0.00
Reference Note: 4802				
	0.00	AUD Regional roads 12/13 funding	P1	0.00
Reference Note: 4802				
	7,966.00	AUD State Roads 12/13 funding	P1	7,966.00
Reference Note: 4802				
Total net value				7,966.00
GST, 10%				796.60
Total				8,762.60

The GST is payable by the supplier.

**ROADS AND MARITIME SERVICES**  
**ABN 76 236 371 085**  
**REQUEST FOR RECIPIENT CREATED TAX INVOICE**

Attention: Bruce Johnston

File No: 454.6356

The General Manager  
 Upper Lachlen Council  
 PO Box 10  
 CROOKWELL NSW 2683

ABN: 81 011 241 552

Council Code 454  
 Vendor No 8011003  
 Voucher No 4801  
 Purchase Order No 4510268223  
 Service Entry No 5001361053  
 1000758635

**SCHEDULE OF WORKS DATED**  
**JANUARY 2013**

RMS Share \$434,123  
 Council's Share \$0  
**TOTAL \$434,123**

**WORK**

Natural Disaster Funding  
 Flood Damage DECEMBER 2010  
REGIONAL ROADS

**PAYMENT DETAILS**

Inv No	Project No	WBS	COA	Fin Year	Payment Amount Amount
13	A/06782	MFLDSUP11	7382	2010/2011	\$0.00
13	A/06782	MFLDSUP13	7382	2012/2013	\$18,895.70
GST	653 / 000 / ZGSTDR		1270		\$1,808.70
<b>TOTAL</b>					<b>\$18,895.70</b>

**FUNDING DETAILS**

Allocation Amount	Less Payments Made	Cash Available	Less Amount now being paid	Allocation remaining
\$77,200	\$77,200	\$0	\$0	\$0
\$344,800	\$300,732	\$44,068	\$18,067	\$26,991
<b>\$422,000</b>	<b>\$377,932</b>	<b>\$44,068</b>	<b>\$18,067</b>	<b>\$26,991</b>

Progress Payment No. 13 in the amount of **\$18,895.70**  
 COMMONWEALTH TRADING BANK for transmission to the  
 CROOKWELL Branch for credit to Council's Account No 052-530 000-023

Certified at (amount in words) **NINETEEN THOUSAND EIGHT HUNDRED AND NINETY-FIVE DOLLARS AND SEVENTY CENTS**

EFT: 22/02/2013

The GST is Payable by the Supplier