



ATTACHMENT DOCUMENT B

FOR

COUNCIL MEETING

Tuesday 20th December 2022

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GENERAL MANAGER

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MODEL CODE OF MEETING PRACTICE FOR LOCAL COUNCILS IN NSW

2021

~~Adopted: 29th October 2019~~

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1 INTRODUCTION

This Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is ~~prescribed made~~ under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2005* (the Regulation).

The ~~is~~ Model Meeting Code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise.

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code.

A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of this Model Meeting Code.

A council and a committee of the council of which all the members are councillors must conduct its meetings in accordance with the code of meeting practice adopted by the council.

The Model Meeting Code also applies to meetings of the boards of joint organisations and county councils.

In adopting the Model Meeting Code, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".

In adopting the Model Meeting Code, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".

2 MEETING PRINCIPLES

2.1 Council and committee meetings should be:

Transparent: Decisions are made in a way that is open and accountable.

Informed: Decisions are made based on relevant, quality information.

Inclusive: Decisions respect the diverse needs and interests of the local community.

Principled: Decisions are informed by the principles prescribed under Chapter 3 of the Act.

Trusted: The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community.

Respectful: Councillors, staff and meeting attendees treat each other with respect.

Effective: Meetings are well organised, effectively run and skilfully chaired.

Orderly: Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

3 BEFORE THE MEETING

Timing of ordinary council meetings

3.1 Ordinary meetings of the council will be held on the following occasions:

The fourth Tuesday of each month (excluding January & December), at 11am at the Walgett Shire Council Chamber (unless otherwise resolved by Council)

3.2 The council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.

Note: Councils must use either clause 3.1 or 3.2

Note: Under section 365 of the Act, councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local Government has approved a reduction in the number of times that a council is required to meet each year under section 365A.

Note: Under section 396 of the Act, county councils are required to meet at least four (4) times each year.

Note: Under section 400T of the Act, boards of joint organisations are required to meet at least four (4) times each year, each in a different quarter of the year.

Extraordinary meetings

3.3 If the mayor receives a request in writing, signed by at least two (2) councillors, the mayor must call an extraordinary meeting of the council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The mayor can be one of the two councillors requesting the meeting.

Note: Clause 3.3 reflects section 366 of the Act.

Notice to the public of council meetings

3.4 The council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings and of each meeting of committees of the council.

Note: Clause 3.4 reflects section 9(1) of the Act.

3.5 For the purposes of clause 3.4, notice of a meeting of the council and of a committee of council is to be published before the meeting takes place. The notice must be published on the council's website, and in such other manner

that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.

- 3.6 For the purposes of clause 3.4, notice of more than one (1) meeting may be given in the same notice.

Notice to councillors of ordinary council meetings

- 3.7 The general manager must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

Note: Clause 3.7 reflects section 367(1) of the Act.

- 3.8 The notice and the agenda for, and the business papers relating to, the meeting may be given to councillors in electronic form, but only if all councillors have facilities to access the notice, agenda and business papers in that form.

Note: Clause 3.8 reflects section 367(3) of the Act.

Notice to councillors of extraordinary meetings

- 3.9 Notice of less than three (3) days may be given to councillors of an extraordinary meeting of the council in cases of emergency.

Note: Clause 3.9 reflects section 367(2) of the Act.

Giving notice of business to be considered at council meetings

- 3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted **ten (10)** business days before the meeting is to be held.
- 3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.
- 3.12 If the general manager considers that a notice of motion submitted by a councillor for consideration at an ordinary meeting of the council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the council.
- 3.13 A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the general manager must either:

- (a) Prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers for the meeting at which the notice of motion is to be considered by the council, or
- (b) By written notice sent to all councillors with the business papers for the meeting for which the notice of motion has been submitted, defer consideration of the matter by the council to such a date specified in the notice, pending the preparation of such a report.

Questions with notice

- 3.14 A councillor may, by way of a notice submitted under clause 3.10, ask a question for response by the general manager about the performance or operations of the council.
- 3.15 A councillor is not permitted to ask a question with notice under clause 3.14 that comprises a complaint against the general manager or a member of staff of the council, or a question that implies wrongdoing by the general manager or a member of staff of the council.
- 3.16 The general manager or their nominee may respond to a question with notice submitted under clause 3.14 by way of a report included in the business papers for the relevant meeting of the council or orally at the meeting.

Agenda and business papers for ordinary meetings

- 3.17 The general manager must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.
- 3.18 The general manager must ensure that the agenda for an ordinary meeting of the council states:
 - (a) all matters to be dealt with arising out of the proceedings of previous meetings of the council, and
 - (b) if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
 - (c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
 - (d) any business of which due notice has been given under clause 3.10.
- 3.19 Nothing in clause 3.18 limits the powers of the mayor to put a mayoral minute to a meeting under clause 9.6.
- 3.20 The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is, or the implementation of the business would be, unlawful. The general manager must report, without giving details of the item of business, any such exclusion to the next meeting of the council.
- 3.21 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the general manager, is likely to take place when

the meeting is closed to the public, the general manager must ensure that the agenda of the meeting:

- (a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
- (b) states the grounds under section 10A(2) of the Act relevant to the item of business.

Note: Clause 3.21 reflects section 9(2A)(a) of the Act.

- 3.22 The general manager must ensure that the details of any item of business which, in the opinion of the general manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to councillors for the meeting concerned. Such details must not be included in the business papers made available to the public, and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

Statement of ethical obligations

3.23 Business papers for all ordinary and extraordinary meetings of the council and committees of the council must contain a statement reminding councillors of their oath or affirmation of office made under section 233A of the Act and their obligations under the council's code of conduct to disclose and appropriately manage conflicts of interest.

Availability of the agenda and business papers to the public

- 3.23 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the council and committees of council, are to be published on the council's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the offices of the council, at the relevant meeting and at such other venues determined by the council.

Note: Clause 3.23 reflects section 9(2) and (4) of the Act.

- 3.24 Clause 3.23 does not apply to the business papers for items of business that the general manager has identified under clause 3.21 as being likely to be considered when the meeting is closed to the public.

Note: Clause 3.24 reflects section 9(2A)(b) of the Act.

- 3.25 For the purposes of clause 3.23, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.

Note: Clause 3.25 reflects section 9(3) of the Act.

- 3.26 A copy of an agenda, or of an associated business paper made available under clause 3.23, may in addition be given or made available in electronic form.

Note: Clause 3.26 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

~~3.27~~—The general manager must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.

3.283.27 Despite clause 3.287, business may be considered at an extraordinary meeting of the council, even though due notice of the business has not been given, if:

- (a) a motion is passed to have the business considered at the meeting, and
- (b) the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.

3.293.28 A motion moved under clause 3.298(a) can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with.

3.303.29 Despite clauses 10.20–10.30, only the mover of a motion moved under clause 3.298(a) can speak to the motion before it is put.

3.313.30 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.298(b) on whether a matter is of great urgency.

Pre-meeting briefing sessions

3.323.31 Prior to each ordinary meeting of the council, the general manager may arrange a pre-meeting briefing session to brief councillors on business to be considered at the meeting. Pre-meeting briefing sessions may also be held for extraordinary meetings of the council and meetings of committees of the council.

3.32 Pre-meeting briefing sessions are to be held in the absence of the public.

3.33 3.35 Pre-meeting briefing sessions may be held by audio-visual link.

3.343.33 The general manager or a member of staff nominated by the general manager is to preside at pre-meeting briefing sessions.

3.353.34 Councillors must not use pre-meeting briefing sessions to debate or make preliminary decisions on items of business they are being briefed on, and any debate and decision-making must be left to the formal council or committee meeting at which the item of business is to be considered.

3.363.35 Councillors (including the mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of a briefing at a pre-meeting briefing session, in the same way that they are required to do so at a council or committee meeting. The council is to maintain a written record of all conflict of interest declarations made at pre-meeting briefing sessions and how the conflict of interest was managed by the councillor who made the declaration.

4 PUBLIC FORUMS

4.1 The council may hold a public forum prior to each ordinary meeting of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to extraordinary council meetings and meetings of committees of

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the council.

~~4.15~~ 4.2 Public forums may be held by audio-visual link.

~~4.25.1~~ Public forums are to be chaired by the mayor or their nominee.

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4.35.2 To speak at a public forum, a person must first make an application to the council in the approved form. Applications to speak at the public forum must be received by **no later than one (1) ~~two (2)~~ days** before the date on which the public forum is to be held, and must identify the item of business on the agenda of the council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.

4.45.3 A person may apply to speak on no more than **one (1)** item of business on the agenda of the council meeting.

4.55.4 Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.

4.65.5 The general manager or their delegate may refuse an application to speak at a public forum. The general manager or their delegate must give reasons in writing for a decision to refuse an application.

4.75.6 No more than **two (2)** speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the council meeting.

4.85.7 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the general manager or their delegate may request the speakers to nominate from among themselves the persons who are to address the council on the item of business. If the speakers are not able to agree on whom to nominate to address the council, the general manager or their delegate is to determine who will address the council at the public forum.

4.95.8 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the general manager or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.

4.105.9 Approved speakers at the public forum are to register with the council any written, visual or audio material to be presented in support of their address to the council at the public forum, and to identify any equipment needs no more than **one (1) ~~two (2)~~ days** before the public forum. The general manager or their delegate may refuse to allow such material to be presented.

4.115.10 The general manager or their delegate is to determine the order of speakers at the public forum.

4.125.11 Each speaker will be allowed **three (3)** minutes to address the council. This time is to be strictly enforced by the chairperson.

4.135.12 Speakers at public forums must not digress from the item on the agenda of the council meeting they have applied to address the council on. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

4.145.13 A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a public forum. Questions put to a speaker must be direct, succinct and without argument.

4.155.14 Speakers are under no obligation to answer a question put under clause 4.14. Answers by the speaker, to each question are to be limited to **two (2)** minutes.

4.165.15 Speakers at public forums cannot ask questions of the council, councillors or council staff.

4.175.16 The general manager or their nominee may, with the concurrence of the chairperson, address the council for up to **two (2)** minutes in response to an address to the council at a public forum after the address and any subsequent questions and answers have been finalised.

4.185.17 Where an address made at a public forum raises matters that require further consideration by council staff, the general manager may recommend that the council defer consideration of the matter pending the preparation of a further report on the matters.

4.195.18 When addressing the council, speakers at public forums must comply with this code and all other relevant council codes, policies and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging breaches of the council's code of conduct or making other potentially defamatory statements.

4.205.19 If the chairperson considers that a speaker at a public forum has engaged in conduct of the type referred to in clause **4.19**, the chairperson may request the person to refrain from the inappropriate behaviour and to withdraw and unreservedly apologise for any inappropriate comments. Where the speaker fails to comply with the chairperson's request, the chairperson may immediately require the person to stop speaking.

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4.215.20 Clause **4.20** does not limit the ability of the chairperson to deal with disorderly conduct by speakers at public forums in accordance with the provisions of Part 15 of this code.

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4.225.21 Where a speaker engages in conduct of the type referred to in clause **4.19**, the general manager or their delegate may refuse further applications from that person to speak at public forums for such a period as the general manager or their delegate considers appropriate.

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4.235.22 Councillors (including the mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of an address at a public forum, in the same way that they are required to do so at a council or committee meeting. The council is to maintain a written record of all conflict of interest declarations made at public forums and how the conflict of interest was managed by the councillor who made the declaration.

Note: Public forums should not be held as part of a council or committee meeting. Council or committee meetings should be reserved for decision-making by the

council or committee of council. Where a public forum is held as part of a council or committee meeting, it must be conducted in accordance with the other requirements of this code relating to the conduct of council and committee meetings.

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56 COMING TOGETHER

Attendance by councillors at meetings

~~5.16.1~~ All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.

Note: A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

~~5.2~~ A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.

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~~5.36.2~~ Where a councillor is unable to attend one or more ordinary meetings of the council, the councillor should request that the council grant them a leave of absence from those meetings. This clause does not prevent a councillor from making an apology if they are unable to attend a meeting. However the acceptance of such an apology does not constitute the granting of a leave of absence for the purposes of this code and the Act.

5.5 A councillor's request for leave of absence from council meetings should, if practicable, identify (by date) the meetings from which the councillor intends to be absent and the grounds upon which the leave of absence is being sought.

5.6 The council must act reasonably when considering whether to grant a councillor's request for a leave of absence.

5.7 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive ordinary meetings of the council without prior leave of the council, or leave granted by the council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

Note: Clause 5.7 reflects section 234(1)(d) of the Act.

5.8 A councillor who intends to attend a meeting of the council despite having been granted a leave of absence should, if practicable, give the general manager at least two (2) days' notice of their intention to attend.

The quorum for a meeting

5.9 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.

Note: Clause 5.9 reflects section 368(1) of the Act.

- 5.10 Clause 5.9 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.

Note: Clause 5.10 reflects section 368(2) of the Act.

- 5.11 A meeting of the council must be adjourned if a quorum is not present:
- (a) at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
 - (b) within half an hour after the time designated for the holding of the meeting, or
 - (c) at any time during the meeting.
- 5.12 In either case, the meeting must be adjourned to a time, date and place fixed:
- (a) by the chairperson, or
 - (b) in the chairperson's absence, by the majority of the councillors present, or
 - (c) failing that, by the general manager.
- 5.13 The general manager must record in the council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the council, together with the names of the councillors present.
- 5.14 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health safety and/or welfare of councillors, council staff and members of the public may be put at risk by attending the meeting because of a natural disaster (~~such as, but not limited to flood or bushfire~~) or a public health emergency, the mayor may, in consultation with the general manager and, as far as is practicable, with each councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the council's website and in such other manner that the council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.
- 5.15 Where a meeting is cancelled under clause 5.14, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting called under clause 3.3.

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Meetings held by audio-visual link

- 5.16 A meeting of the council or a committee of the council may be held by audio-visual link where the mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the general manager and, as far as is practicable, with each councillor.

5.17 Where the mayor determines under clause 5.16 that a meeting is to be held by audio-visual link, the general manager must:

- (a) give written notice to all councillors that the meeting is to be held by audio-visual link, and
- (b) take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and
- (c) cause a notice to be published on the council's website and in such other manner the general manager is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.

5.18 This code applies to a meeting held by audio-visual link under clause 5.16 in the same way it would if the meeting was held in person.

Note: Where a council holds a meeting by audio-visual link under clause 5.16, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

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Attendance by councillors at meetings by audio-visual link

5.19 Councillors may attend and participate in meetings of the council and committees of the council by audio-visual link with the approval of the council or the relevant committee.

5.20 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the general manager prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.

5.21 Councillors may request approval to attend more than one meeting by audio-visual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.20.

5.22 The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.

5.23 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.

5.24 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state:

- (a) the meetings the resolution applies to, and
- (b) the reason why the councillor is being permitted to attend the meetings by audio-visual link where it is on grounds other than illness, disability, or caring responsibilities.

5.25 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.

5.26 A decision whether to approve a councillor's request to attend a meeting by audio-visual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link. However, the council and committees of the council are under no obligation to approve a councillor's request to attend a meeting by audio-visual link where the technical capacity does not exist to allow the councillor to attend the meeting by these means.

5.27 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.

5.28 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.

5.29 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.

5.30 A councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

5.15

Entitlement of the public to attend council meetings

5.31

5.16 Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public.

Note: Clause 5.16 reflects section 10(1) of the Act.

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~~5.17~~5.16 Clause **5.16** does not apply to parts of meetings that have been closed to the public under section 10A of the Act.

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~~5.18~~5.17 A person (whether a councillor or another person) is not entitled to be present at a meeting of the council or a committee of the council if expelled from the meeting:

- (a) by a resolution of the meeting, or
- (b) by the person presiding at the meeting if the council has, by resolution, authorised the person presiding to exercise the power of expulsion.

Note: Clause **5.18 reflects section 10(2) of the Act.**

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Webcasting of meetings

~~5.19~~5.18 Each meeting of the Council or a Committee of the Council is to be recorded by means of an audio or audio-visual device. All meetings of the council and committees of the council are to be webcast on the council's website.

~~Note: Councils will be required to webcast meetings from 14 December 2019. Councils that do not currently webcast meetings should take steps to ensure that meetings are webcast by 14 December 2019.~~

- ~~1. The proceedings of all Council meetings in an open session, including all debate and addresses by the public, are recorded and webcast on Council's website for the purpose of community access to meetings.~~
- ~~2. Webcast archives are stored and available to the public on Council's website for a period of two (2) years after the date of the meeting and are then destroyed in accordance with the State records Act 1998.~~
- ~~3. Written transcripts of Council meeting proceedings are not prepared by Council.~~
- ~~4. Recordings of Council meeting proceedings are not an official record of the meeting and they do not convey the official minutes of a Council meeting or the position of Council.~~
- ~~5. The procedure of recording and webcasting does not apply to any part of the Council and Committee meeting closed to the public in accordance with Section 10A of the Local Government Act 1993, and does not apply to public forums.~~
- ~~6. Members of the public attending a Council meeting may have their image, voice and personal information (including name and address) recorded and publicly broadcast and archived for two (2) years. By attending a Council meeting, whether as a proponent or objector for addressing the Council or as an observer or other interested party, members of the public consent to this use of their image, voice and personal information.~~
- ~~7. Speakers addressing the Council do not have absolute privilege in respect of opinions expressed or comments made or material presented. Council accepts no responsibility for any defamatory comments in this regard.~~
- ~~8.1. At the commencement of each meeting, the Chairperson will make a statement informing those present that the meeting is being webcast~~

~~and that those in attendance should refrain from making any defamatory statements. Notice is provided on the Council agenda, at the entry to the~~

~~Council Chamber and Council website that the Council meeting is being webcast.~~

~~**Audio recording and video recording of a Council or Committee meeting by members of the public is strictly prohibited without permission.**~~

- ~~1. A person may not use a tape recorder, mobile telephone, tablet, ipad, mobile smart device, video camera or any electronic device capable of recording speech and or images, to record the proceedings of a meeting of the Council or a Committee of the Council without the authority of the Council or Committee.~~
- ~~2. A person may, as provided by Section 10(2) (a) or (b) of the Local Government Act 1993, be expelled from a meeting of the Council or Committee of the Council for using or having used any device in contravention of this Clause 1.~~
- ~~3. If any such person, fails to leave the place where the meeting is being held, a Police Officer, or any person authorised for the purpose by the Council or person presiding, may, by using only such force as is necessary, remove that person from re-entering that place.~~

~~5.20 Clause 5.19 does not apply to parts of a meeting that have been closed to the public under section 10A of the Act.~~

~~5.21 At the start of each meeting the chairperson is to make a statement informing those in attendance that the meeting is being webcast and that those in attendance should refrain from making any defamatory statements.~~

~~5.22 A recording of each meeting of the council and committee of the council is to be retained on the council's website for [council to specify the period of time the recording is to be retained on the website]. Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.~~

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~~5.35 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:~~

- ~~(a) the meeting is being recorded and made publicly available on the council's website, and~~
- ~~(b) persons attending the meeting should refrain from making any defamatory statements.~~

~~5.36 The recording of a meeting is to be made publicly available on the council's website:~~

- ~~(a) at the same time as the meeting is taking place, or~~
- ~~(b) as soon as practicable after the meeting~~

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~~5.37 The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting.~~

~~5.38 Clauses 5.36 and 5.37 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.~~

Note: Clauses 5.34 – 5.38 reflect section 236 of the Regulation.

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5.39 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

Attendance of the general manager and other staff at meetings

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5.235.19 The general manager is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.

Note: Clause 5.23 reflects section 376(1) of the Act.

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5.245.20 The general manager is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.

Note: Clause 5.24 reflects section 376(2) of the Act.

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5.255.21 The general manager may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the general manager or the terms of employment of the general manager.

Note: Clause 5.25 reflects section 376(3) of the Act.

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5.265.22 The attendance of other council staff at a meeting, (other than as members of

the public) shall be with the approval of the general manager.

5.44 The general manager and other council staff may attend meetings of the council and committees of the council by audio-visual-link. Attendance by council staff at meetings by audio-visual link (other than as members of the public) shall be with the approval of the general manager.

6.7 THE CHAIRPERSON

The chairperson at meetings

6.47.1 The mayor, or at the request of or in the absence of the mayor, the deputy mayor (if any) presides at meetings of the council.

Note: Clause 6.1 reflects section 369(1) of the Act.

6.27.2 If the mayor and the deputy mayor (if any) are absent, a councillor elected to chair the meeting by the councillors present presides at a meeting of the council.

Note: Clause 6.2 reflects section 369(2) of the Act.

Election of the chairperson in the absence of the mayor and deputy mayor

6.37.3 If no chairperson is present at a meeting of the council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.

6.47.4 The election of a chairperson must be conducted:

- (a) by the general manager or, in their absence, an employee of the council designated by the general manager to conduct the election, or
- (b) by the person who called the meeting or a person acting on their behalf if neither the general manager nor a designated employee is present at the meeting, or if there is no general manager or designated employee.

6.57.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.

6.67.6 For the purposes of clause 6.5, the person conducting the election must:

- (a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
- (b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.

6.77.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.

6.87.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

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Chairperson to have precedence

6.97.9 When the chairperson rises or speaks during a meeting of the council:

- (a) any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
- (b) every councillor present must be silent to enable the chairperson to be heard without interruption.

78 MODES OF ADDRESS

7.48.1 If the chairperson is the mayor, they are to be addressed as 'Mr Mayor' or 'Madam Mayor'.

7.28.2 Where the chairperson is not the mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson'.

7.38.3 A councillor is to be addressed as 'Councillor [surname]'.

7.48.4 A council officer is to be addressed by their official designation or as Mr/Ms [surname].

89 ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS

~~8.1 At a meeting of the council, the general order of business is as fixed by resolution of the council.~~

9.1 The general order of business for an ordinary meeting of Council shall be:

Deputations from members of the public
Public Forum Presentations
Opening of Meeting
Acknowledgement of Traditional Owners
Leave of Absence
Declaration of Pecuniary/Non-Pecuniary Interest
Confirmation of Minutes/Matters Arising
Reports of Committees/Delegates
Mayoral Monthly Report
Correspondence and Petitions
Reports from Officers
General Manager
Director Corporate Services
Director Engineering & Technical Services
Director Environmental Services
Motions of which Notice has been given
Questions with Notice
Confidential Reports/Closed Council Meeting
Return to Open Council Meeting
Adoption of Closed Session Reports Recommendations
Close of Meeting

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8.29.2 The order of business as fixed under clause 8.1 be altered for a particular meeting of the council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.

8.39.3 Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 8.3 may speak to the motion before it is put.

910 CONSIDERATION OF BUSINESS AT COUNCIL MEETINGS

Business that can be dealt with at a council meeting

~~9.1~~10.1 The council must not consider business at a meeting of the council:

- (a) unless a councillor has given notice of the business, as required by clause 3.10, and
- (b) unless notice of the business has been sent to the councillors in accordance with clause 3.7 in the case of an ordinary meeting or clause 3.9 in the case of an extraordinary meeting called in an emergency.

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~~9.2~~10.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:

- (a) is already before, or directly relates to, a matter that is already before the council, or
- (b) is the election of a chairperson to preside at the meeting, or
- (c) subject to clause 9.9, is a matter or topic put to the meeting by way of a mayoral minute, or
- (d) is a motion for the adoption of recommendations of a committee, including, but not limited to, a committee of the council.

~~9.3~~10.3 Despite **clause 9.1**, business may be considered at a meeting of the council even though due notice of the business has not been given to the councillors if:

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- (a) a motion is passed to have the business considered at the meeting, and
- (b) the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.

~~9.4~~10.4 A motion moved under clause **9.3(a)** can be moved without notice. Despite clauses **10.20–10.30**, only the mover of a motion referred to in clause 9.3(a) can speak to the motion before it is put.

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~~9.5~~10.5 A motion of dissent cannot be moved against a ruling by the chairperson under clause **9.3(b)**.

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Mayoral minutes

~~9.6~~10.6 Subject to **clause 9.9**, if the mayor is the chairperson at a meeting of the council, the mayor may, by minute signed by the mayor, put to the meeting without notice any matter or topic that is within the jurisdiction of the council, or of which the council has official knowledge.

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~~9.7~~10.7 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The chairperson (but only if the chairperson is the mayor) may move the adoption of a mayoral minute without the motion being seconded.

~~9.8~~10.8 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.

~~9.9~~10.9 A mayoral minute must not be used to put without notice matters that are routine and not urgent, or matters for which proper notice should be given because of their complexity. For the purpose of this clause, a matter will be urgent where it requires a decision by the council before the next scheduled ordinary meeting of the council.

~~9.10~~10.10 Where a mayoral minute makes a recommendation which, if adopted, would require the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan, it must identify the source of funding for the expenditure that is the subject of the recommendation. If the mayoral minute does not identify a funding source, the council must defer consideration of the matter, pending a report from the general manager on the availability of funds for implementing the recommendation if adopted.

Staff reports

~~9.11~~10.11 A recommendation made in a staff report is, so far as it is adopted by the council, a resolution of the council.

Reports of committees of council

~~9.12~~10.12 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.

~~9.13~~10.13 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

Questions

~~9.14~~10.14 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses **3.10 and 3.14**.

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~~9.15~~10.15 A councillor may, through the chairperson, put a question to another councillor about a matter on the agenda.

~~9.16~~10.16 A councillor may, through the general manager, put a question to a council employee about a matter on the agenda. Council employees are only obliged to answer a question put to them through the general manager at the direction of the general manager.

~~9.17~~10.17 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to ~~information~~documents. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.

~~9.18~~10.18 Councillors must put questions directly, succinctly, respectfully and without argument.

~~9.19~~10.19 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

10.11 RULES OF DEBATE

Motions to be seconded

~~40.4~~11.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

Notices of motion

~~40.2~~11.2 A councillor who has submitted a notice of motion under clause 3.10 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.

~~40.3~~11.3 If a councillor who has submitted a notice of motion under clause **3.10** wishes to withdraw it after the agenda and business paper for the meeting at which it is to be considered have been sent to councillors, the councillor may request the withdrawal of the motion when it is before the council.

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~~40.4~~11.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:

- (a) any other councillor may, with the leave of the chairperson, move the motion at the meeting, or
- (b) the chairperson may defer consideration of the motion until the next meeting of the council.

Chairperson's duties with respect to motions

~~40.5~~11.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting.

~~40.6~~11.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.

~~40.7~~11.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

~~40.8~~11.8 Any motion, amendment or other matter that the chairperson has ruled out of order is taken to have been lost.

Motions requiring the expenditure of funds

~~40.9~~11.9 A motion or an amendment to a motion which if passed would require the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the motion. If the motion does not identify a funding source, the council must defer consideration of the matter, pending a report from the general manager on the availability of funds for implementing the motion if adopted.

Amendments to motions

~~40.10~~11.10 An amendment to a motion must be moved and seconded before it can be debated.

~~40.11~~11.11 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.

~~40.12~~11.12 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.

~~40.13~~11.13 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.

~~40.14~~11.14 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion

is to be suspended while the amendment to the original motion is being debated.

~~40.16~~11.15 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.

~~40.16~~11.16 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

Foreshadowed motions

~~40.17~~11.17 A councillor may propose a foreshadowed motion in relation to the matter the subject of the original motion before the council, without a seconder during debate on the original motion. The foreshadowed motion is only to be considered if the original motion is lost or withdrawn and the foreshadowed motion is then moved and seconded. If the original motion is carried, the foreshadowed motion lapses.

~~40.18~~11.18 Where an amendment has been moved and seconded, a councillor may, without a seconder, foreshadow a further amendment that they propose to move after the first amendment has been dealt with. There is no limit to the number of foreshadowed amendments that may be put before the council at any time. However, no discussion can take place on foreshadowed amendments until the previous amendment has been dealt with and the foreshadowed amendment has been moved and seconded.

~~40.19~~11.19 Foreshadowed motions and foreshadowed amendments are to be considered in the order in which they are proposed. However, foreshadowed motions cannot be considered until all foreshadowed amendments have been dealt with.

Limitations on the number and duration of speeches

~~40.20~~11.20 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.

~~40.21~~11.21 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.

~~40.22~~11.22 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.

~~40.23~~11.23 Despite clause **10.22**, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.

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~~40.24~~11.24 Despite clause **10.22**, the council may resolve to shorten the duration of speeches to expedite the consideration of business at a meeting.

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~~40.25~~11.25 Despite clauses **10.20 and 10.21**, a councillor may move that a motion or an amendment be now put:

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- (a) if the mover of the motion or amendment has spoken in favour of it and no councillor expresses an intention to speak against it, or
- (b) if at least two (2) councillors have spoken in favour of the motion or amendment and at least two (2) councillors have spoken against it.

~~40.26~~11.26 The chairperson must immediately put to the vote, without debate, a motion moved under clause **10.25**. A seconder is not required for such a motion.

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~~40.27~~11.27 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause **10.20**.

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~~40.28~~11.28 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.

~~40.29~~11.29 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.

~~40.30~~11.30 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.

11.2 VOTING

Voting entitlements of councillors

~~44.4~~11.2.1 Each councillor is entitled to one (1) vote.

Note: Clause 11.1 reflects section 370(1) of the Act.

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~~44.2~~11.2.2 The person presiding at a meeting of the council has, in the event of an equality of votes, a second or casting vote.

Note: Clause 11.2 reflects section 370(2) of the Act.

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~~44.3~~11.2.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

Voting at council meetings

11.5 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.

- 11.6 If a councillor who has voted against a motion put at a council meeting so requests, the general manager must ensure that the councillor's dissenting vote is recorded in the council's minutes.
- 11.7 The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.
- 11.8 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The general manager must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.
- 11.9 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.

- 11.10 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.
- 11.11 All voting at council meetings, (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

Voting on planning decisions

- 11.12 The general manager must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- 11.13 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.
- 11.14 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.
- 11.15 Clauses 11.12–11.14 apply also to meetings that are closed to the public.

Note: Clauses 11.12–11.15 reflect section 375A of the Act.

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Note: The requirements of clause 11.12 may be satisfied by maintaining a register of the minutes of each planning decision.

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42.13 COMMITTEE OF THE WHOLE

42.413.1 The council may resolve itself into a committee to consider any matter before the council.

Note: Clause 12.1 reflects section 373 of the Act.

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42.213.2 All the provisions of this code relating to meetings of the council, so far as they are applicable, extend to and govern the proceedings of the council when in committee of the whole, except the provisions limiting the number and duration of speeches.

Note: Clauses 10.20–10.30 limit the number and duration of speeches.

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42.313.3 The general manager or, in the absence of the general manager, an employee of the council designated by the general manager, is responsible for reporting to the council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full but any recommendations of the committee must be reported.

~~42.4~~43.4 The council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the council's minutes. However, the council is not taken to have adopted the report until a motion for adoption has been made and passed.

43.14 DEALING WITH ITEMS BY EXCEPTION

~~43.1~~43.14.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution.

~~43.2~~43.14.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under **clause 13.1**, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.

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~~43.3~~43.14.3 The council or committee must not resolve to adopt any item of business under **clause 13.1** that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.

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~~43.4~~43.14.4 Where the consideration of multiple items of business together under clause

13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with **clause 8.3**.

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~~43.5~~43.14.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.

~~43.6~~43.14.6 Items of business adopted under **clause 13.1** are to be taken to have been adopted unanimously.

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~~43.7~~43.14.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under **clause 13.1** in accordance with the requirements of the council's code of conduct.

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44.15 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

Grounds on which meetings can be closed to the public

~~44.1~~44.15.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:

- (a) personnel matters concerning particular individuals (other than councillors),
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,

(d) commercial information of a confidential nature that would, if disclosed:

- (i) prejudice the commercial position of the person who supplied it, or
- (ii) confer a commercial advantage on a competitor of the council, or
- (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
- (i) alleged contraventions of the council's code of conduct.

Note: **Clause 14.1** reflects section 10A(1) and (2) of the Act.

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~~44.2~~15.2 The council or a committee of the council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Note: **Clause 14.2** reflects section 10A(3) of the Act.

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Matters to be considered when closing meetings to the public

~~44.3~~15.3 A meeting is not to remain closed during the discussion of anything referred to in **clause 14.1**:

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- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

Note: **Clause 14.3** reflects section 10B(1) of the Act.

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~~44.4~~15.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:

- (a) are substantial issues relating to a matter in which the council or committee is involved, and
- (b) are clearly identified in the advice, and
- (c) are fully discussed in that advice.

Note: **Clause 14.4** reflects section 10B(2) of the Act.

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~~44.5~~15.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

Note: **Clause 14.5** reflects section 10B(3) of the Act.

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~~44.6~~15.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:

- (a) a person may misinterpret or misunderstand the discussion, or
- (b) the discussion of the matter may:
 - (i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
 - (ii) cause a loss of confidence in the council or committee.

Note: **Clause 14.6** reflects section 10B(4) of the Act.

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~~44.7~~15.7 In deciding whether part of a meeting is to be closed to the public, the council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

Note: **Clause 14.7** reflects section 10B(5) of the Act.

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Notice of likelihood of closure not required in urgent cases

~~44.8~~15.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed, but only if:

- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
- (b) the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
 - (i) should not be deferred (because of the urgency of the matter), and
 - (ii) should take place in a part of the meeting that is closed to the public.

Note: **Clause 14.8** reflects section 10C of the Act.

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Representations by members of the public

~~44.9~~15.9 The council, or a committee of the council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Note: **Clause 14.9** reflects section 10A(4) of the Act.

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~~44.10~~15.10 A representation under clause **14.9** is to be made after the motion to close the part of the meeting is moved and seconded.

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~~44.11~~15.11 Where the matter has been identified in the agenda of the meeting under **clause 3.21** as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in the approved form. Applications must be received by one (1) two (2) before the

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meeting at which the matter is to be considered.

~~44.12~~15.12 The general manager (or their delegate) may refuse an application made under **clause 14.11**. The general manager or their delegate must give reasons in writing for a decision to refuse an application.

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~~44.13~~15.13 No more than **two (2)** speakers are to be permitted to make representations under **clause 14.9**.

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~~44.14~~15.14 If more than the permitted number of speakers apply to make representations under **clause 14.9**, the general manager or their delegate may request the speakers to nominate from among themselves the persons who are to make representations to the council. If the speakers are not able to agree on whom to nominate to make representations under clause 14.9, the general manager or their delegate is to determine who will make representations to the council.

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~~44.15~~15.15 The general manager (or their delegate) is to determine the order of speakers.

~~44.16~~15.16 Where the council or a committee of the council proposes to close a meeting or part of a meeting to the public in circumstances where the matter has not been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed to the public, the chairperson is to invite representations from the public under clause 14.9 after the motion to close the part of the meeting is moved and seconded. The chairperson is to permit no more than **two (2)** speakers to make representations in such order as determined by the chairperson.

~~44.17~~15.17 Each speaker will be allowed **three (3)** minutes to make representations, and this time limit is to be strictly enforced by the chairperson. Speakers must confine their representations to whether the meeting should be closed to the public. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

Expulsion of non-councillors from meetings closed to the public

~~44.18~~15.18 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.

15.19 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

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Obligations of Councillors attending meetings by audio-visual link

16 15.20 Councillors attending a meeting by audio-visual link must ensure that no other

person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

~~44.19~~16.1

Information to be disclosed in resolutions closing meetings to the public

~~44.20~~16.2 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:

- (a) the relevant provision of section 10A(2) of the Act,
- (b) the matter that is to be discussed during the closed part of the meeting,
- (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Note: Clause 14.20 reflects section 10D of the Act.

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Resolutions passed at closed meetings to be made public

~~44.24~~16.3 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.

~~44.22~~16.4 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.21 during a part of the meeting that is webcast.

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17 KEEPING ORDER AT MEETINGS

Points of order

~~45.4~~17.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.

~~45.2~~17.2 A point of order cannot be made with respect to adherence to the principles contained in clause 2.1.

~~45.3~~17.3 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

Questions of order

~~45.4~~17.4 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.

~~45.5~~17.5 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.

~~45.6~~17.6 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.

~~45.7~~17.7 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

Motions of dissent

~~45.8~~17.8 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.

~~45.9~~17.9 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.

~~45.10~~17.10 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

Acts of disorder

~~45.11~~17.11 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:

- (a) contravenes the Act ~~the or any R~~ regulation in force under the Act or this code, or
- (b) assaults or threatens to assault another councillor or person present at the meeting, or
- (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the council or the committee, or addresses or attempts to address the council or the committee on such a motion, amendment or matter, or
- (d) insults ~~or makes~~ personal reflections unfavourable personal remarks about or or imputes improper motives to any other council official, or alleges a breach of the council's code of conduct, or
- ~~(e)~~ (e) says or does anything that is inconsistent with maintaining order at the meeting or is likely to bring the council or the committee into disrepute.

Note: Clause 15.11 reflects section 182 of the Regulation.

~~45.12~~17.12 The chairperson may require a councillor:

- (a) to apologise without reservation for an act of disorder referred to in clauses 15.11(a) ~~or~~ (b), or ~~(e), or~~
- (b) to withdraw a motion or an amendment referred to in clause 15.11(c) and, where appropriate, to apologise without reservation, or
- (c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.11(d) and (e).

Note: Clause 15.12 reflects section 233 of the Regulation.

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How disorder at a meeting may be dealt with

~~15.13~~ 17.13 If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair.

The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.

Expulsion from meetings

~~15.14~~ 17.14 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act.

15.16 Clause 15.14, does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2)(a) of the Act.

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15.17 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.12. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

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Note: Clause 15.17 reflects section 233(2) of the Regulation.

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15.18 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for engaging in or having engaged in disorderly conduct at the meeting.

15.19 Where a councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.

15.20 If a councillor or a member of the public fails to leave the place where a meeting of the council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the councillor or member of the public from that place and, if necessary, restrain the councillor or member of the public from re-entering that place for the remainder of the meeting.

How disorder by councillors attending meetings by audio-visual link may be dealt with

15.21 Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio link to the meeting for the purposes of enforcing compliance with this code.

15.22 If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

- 15.21 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.
- 15.22 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.
- 15.23 Without limiting clause 15.18, a contravention of clause 15.24 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.18. Any person who contravenes or attempts to contravene clause 15.22, may be expelled from the meeting as provided for under section 10(2) of the Act.
- 15.24 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being

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held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

16.18 CONFLICTS OF INTEREST

18.1 All councillors and, where applicable, all other persons, must declare and manage any conflicts of interest they may have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest and how the conflict of interest was managed by the person who made the declaration must be recorded in the minutes of the meeting at which the declaration was made.

16.4 **16.2** Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

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17.19 DECISIONS OF THE COUNCIL

Council decisions

17.19.1 A decision supported by a majority of the votes at a meeting of the council at which a quorum is present is a decision of the council.

Note: Clause **17.1** reflects section 371 of the Act in the case of councils and section 400T(8) in the case of joint organisations.

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17.219.2 Decisions made by the council must be accurately recorded in the minutes of the meeting at which the decision is made.

Rescinding or altering council decisions

17.319.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given under clause 3.10.

Note: Clause **17.3** reflects section 372(1) of the Act.

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17.419.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

Note: Clause **17.4** reflects section 372(2) of the Act.

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17.519.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with clause 3.10.

Note: Clause **17.5** reflects section 372(3) of the Act.

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~~17.6~~—A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

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Note: Clause **17.6** reflects section 372(4) of the Act.

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~~47.7~~19.6 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

Note: Clause 17.7 reflects section 372(5) of the Act.

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~~47.8~~19.7 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

Note: Clause 17.8 reflects section 372(7) of the Act.

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~~47.9~~19.8 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.11 with the consent of all signatories to the notice of motion.

~~47.10~~19.9 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than **close of business on the Friday following the Council Meeting** at which the resolution was adopted.

~~47.11~~19.10 A motion to alter or rescind a resolution of the council may be moved on the report of a committee of the council and any such report must be recorded in the minutes of the meeting of the council.

Note: Clause 17.11 reflects section 372(6) of the Act.

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~~47.12~~19.11 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the council may be moved at the same meeting at which the resolution was adopted, where:

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- (a) a notice of motion signed by three councillors is submitted to the chairperson, and
- (b) a motion to have the motion considered at the meeting is passed, and
- (c) the chairperson rules the business that is the subject of the motion is of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.

~~47.13~~19.12 A motion moved under clause 17.12(b) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.12(b) can speak to the motion before it is put.

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~~47.14~~19.13 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.12(c).

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Recommitting resolutions to correct an error

~~47.15~~19.14 Despite the provisions of this Part, a councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:

- (a) to correct any error, ambiguity or imprecision in the council's resolution,

or

- (b) to confirm the voting on the resolution.

~~47.16~~19.15 In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.15(a), the councillor is to propose alternative wording for the resolution.

~~47.17~~19.16 The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.15(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.

~~47.18~~19.17 A motion moved under clause 17.15 can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.15 can speak to the motion before it is put.

~~47.19~~19.18 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.15.

~~47.20~~19.19 A motion moved under clause 17.15 with the leave of the chairperson cannot be voted on unless or until it has been seconded.

~~48.20~~ TIME LIMITS ON COUNCIL MEETINGS

~~48.42~~20.1 Meetings of the council and committees of the council are to conclude no later than **8.00pm**.

~~48.22~~20.2 If the business of the meeting is unfinished at **8.00pm**, the council or the committee may, by resolution, extend the time of the meeting.

~~48.32~~20.3 If the business of the meeting is unfinished at **8.00pm**, and the council does not resolve to extend the meeting, the chairperson must either:

- (a) defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or
- (b) adjourn the meeting to a time, date and place fixed by the chairperson.

~~48.42~~20.4 Clause 18.3 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.

~~48.52~~20.5 Where a meeting is adjourned under clause **18.3 or 18.4**, the general manager must:

- (a) individually notify each councillor of the time, date and place at which the meeting will reconvene, and
- (b) publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the general manager is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

~~49.21~~ AFTER THE MEETING

Minutes of meetings

~~49.4~~21.1 The council is to keep full and accurate minutes of the proceedings of meetings of the council.

Note: Clause 19.1 reflects section 375(1) of the Act.

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~~49.2~~21.2 At a minimum, the general manager must ensure that the following matters are recorded in the council's minutes:

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(a) the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,

~~(a)~~(b) details of each motion moved at a council meeting and of any amendments moved to it,

~~(b)~~(c) the names of the mover and seconder of the motion or amendment,

~~(c)~~(d) whether the motion or amendment was passed or lost, and

~~(d)~~(e) such other matters specifically required under this code.

~~49.3~~21.3 The minutes of a council meeting must be confirmed at a subsequent meeting of the council.

Note: Clause 19.3 reflects section 375(2) of the Act.

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~~49.4~~21.4 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

~~49.5~~21.5 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

Note: Clause 19.5 reflects section 375(2) of the Act.

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~~49.6~~21.6 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

~~49.7~~21.7 The confirmed minutes of a council meeting must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

Access to correspondence and reports laid on the table at, or submitted to, a meeting

~~49.8~~21.8 The council and committees of the council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

Note: Clause 19.8 reflects section 11(1) of the Act.

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~~49.9~~21.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to,

the meeting when the meeting was closed to the public.

Note: Clause 19.9 reflects section 11(2) of the Act.

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~~19.10~~21.10 Clause 19.8 does not apply if the council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

Note: Clause 19.10 reflects section 11(3) of the Act.

~~19.11~~21.11 Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

Implementation of decisions of the council

~~19.12~~21.12 The general manager is to implement, without undue delay, lawful decisions of the council.

Note: Clause 19.12 reflects section 335(b) of the Act.

~~20.22~~ **COUNCIL COMMITTEES**

Application of this Part

~~20.22.1~~ This Part only applies to committees of the council whose members are all councillors.

Council committees whose members are all councillors

~~20.22.2~~ The council may, by resolution, establish such committees as it considers necessary.

~~20.32.3~~ A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.

~~20.42.4~~ The quorum for a meeting of a committee of the council is to be:

- (a) such number of members as the council decides, or
- (b) if the council has not decided a number – a majority of the members of the committee.

Functions of committees

~~20.52.5~~ The council must specify the functions of each of its committees when the committee is established, but may from time to time amend those functions.

Notice of committee meetings

~~20.62.6~~ The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

- (a) the time, date and place of the meeting, and
- (b) the business proposed to be considered at the meeting.

20.722.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

Attendance at committee meetings

20.822.8 A committee member (other than the mayor) ceases to be a member of a committee if the committee member:

- (a) has been absent from three (3) consecutive meetings of the committee without having given reasons acceptable to the committee for the member's absences, or
- (b) has been absent from at least half of the meetings of the committee held during the immediately preceding year without having given to the committee acceptable reasons for the member's absences.

20.922.9 Clause 20.8 does not apply if all of the members of the council are members of the committee.

Non-members entitled to attend committee meetings

20.1022.10 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:

- (a) to give notice of business for inclusion in the agenda for the meeting, or
- (b) to move or second a motion at the meeting, or
- (c) to vote at the meeting.

Chairperson and deputy chairperson of council committees

20.1122.11 The chairperson of each committee of the council must be:

- (a) the mayor, or
- (b) if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
- (c) if the council does not elect such a member, a member of the committee elected by the committee.

20.1222.12 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.

20.1322.13 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.

20.1422.14 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting, but if neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

Procedure in committee meetings

~~20.15~~22.15 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council unless the council or the committee determines otherwise in accordance with this clause.

~~20.16~~22.16 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 20.15.

~~20.17~~22.17 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

Closure of committee meetings to the public

20.19 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.

20.20 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.

20.21 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.20 during a part of the meeting that is webcast.

Disorder in committee meetings

20.22 The provisions of the Act and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way as they apply to meetings of the council.

Minutes of council committee meetings

20.23 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:

(a) the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,

~~(a)~~(b) details of each motion moved at a meeting and of any amendments moved to it,

~~(b)~~(c) the names of the mover and seconder of the motion or amendment,

~~(c)~~(d) whether the motion or amendment was passed or lost, and

~~(d)~~(e) such other matters specifically required under this code.

- 20.24 All voting at meetings of committees of the council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.
- 20.25 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.
- 20.26 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.
- 20.27 When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.
- 20.28 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.
- 20.29 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

24.23 IRREGULARITIES

24.23.1 Proceedings at a meeting of a council or a council committee are not invalidated because of:

- (a) a vacancy in a civic office, or
- (b) a failure to give notice of the meeting to any councillor or committee member, or
- (c) any defect in the election or appointment of a councillor or committee member, or
- (d) a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance with the council's code of conduct, or
- (e) a failure to comply with this code.

Note: Clause 21.1 reflects section 374 of the Act.

2224 DEFINITIONS

the Act	means the <i>Local Government Act 1993</i>
act of disorder	means an act of disorder as defined in clause 15.11 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
Audio-visual link	Means a facility that enables audio and visual communication between persons at different places
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	in relation to a meeting of the council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.11 of this code
this code	means the council's adopted code of meeting practice
committee of the council	means a committee established by the council in accordance with clause 20.2 of this code (being a committee consisting only of councillors) or the council when it has resolved itself into committee of the whole under clause 12.1
council official	has the same meaning it has in the Model Code of Conduct for Local Councils in NSW
day	means calendar day
division	means a request by two councillors under clause 11.7 of this code requiring the recording of the names of the councillors who voted both for and against a motion
foreshadowed amendment	means a proposed amendment foreshadowed by a councillor under clause 10.18 of this code during debate on the first amendment
foreshadowed motion	means a motion foreshadowed by a councillor under clause 10.17 of this code during debate on an original motion
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means

planning decision	means a decision made in the exercise of a function of a council under the <i>Environmental Planning and Assessment Act 1979</i> including any decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	means an order issued under section 438A of the Act
quorum	means the minimum number of councillors or committee members necessary to conduct a meeting
the Regulation	means the <i>Local Government (General) Regulation 2021</i> 05
webcast	a video or audio broadcast of a meeting transmitted across the internet either concurrently with the meeting or at a later time
year	means the period beginning 1 July and ending the following 30 June

Model Code of Conduct

for Local Councils
in NSW

2020



MODEL CODE OF CONDUCT FOR LOCAL COUNCILS IN NSW

2020

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Part 1:

Introduction



This *Model Code of Conduct for Local Councils in NSW* (“the Model Code of Conduct”) is made under section 440 of the *Local Government Act 1993* (“LGA”) and the *Local Government (General) Regulation 2005* (“the Regulation”).

The Model Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council’s or joint organisation’s adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not “council officials” for the purposes of the Model Code of Conduct (eg volunteers, contractors and members of wholly advisory committees).

A council’s or joint organisation’s adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council’s or joint organisation’s adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council’s adopted code of conduct applies to, must comply with the applicable provisions of their council’s code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Failure by a member of staff to comply with a council’s code of conduct may give rise to disciplinary action.

Note: References in the Model Code of Conduct to councils are also to be taken as references to county councils and joint organisations.

Note: In adopting the Model Code of Conduct, joint organisations should adapt it to substitute the terms “board” for “council”, “chairperson” for “mayor”, “voting representative” for “councillor” and “executive officer” for “general manager”.

Note: In adopting the Model Code of Conduct, county councils should adapt it to substitute the term “chairperson” for “mayor” and “member” for “councillor”.

Part 2:

Definitions



In this code the following terms have the following meanings:

administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
committee	see the definition of “council committee”
complaint	a code of conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
conduct	includes acts and omissions
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to and the council’s audit, risk and improvement committee
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a councillor who is a member of the council’s audit, risk and improvement committee
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and, for the purposes of clause 4.16, council advisers
councillor	any person elected or appointed to civic office, including the mayor and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
designated person	a person referred to in clause 4.8
election campaign	includes council, state and federal election campaigns
environmental planning instrument	has the same meaning as it has in the <i>Environmental Planning and Assessment Act 1979</i>
general manager	includes the executive officer of a joint organisation
joint organisation	a joint organisation established under section 4000 of the LGA
LGA	<i>Local Government Act 1993</i>
local planning panel	a local planning panel constituted under the <i>Environmental Planning and Assessment Act 1979</i>
mayor	includes the chairperson of a county council or a joint organisation

members of staff of a council	includes members of staff of county councils and joint organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the <i>Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW</i> prescribed under the Regulation
the Regulation	the <i>Local Government (General) Regulation 2005</i>
voting representative	a voting representative of the board of a joint organisation
wholly advisory committee	a council committee that the council has not delegated any functions to

Part 3:

General Conduct

Obligations

General conduct

- 3.1 You must not conduct yourself in a manner that:
- a) is likely to bring the council or other council officials into disrepute
 - b) is contrary to statutory requirements or the council's administrative requirements or policies
 - c) is improper or unethical
 - d) is an abuse of power
 - e) causes, comprises or involves intimidation or verbal abuse
 - f) involves the misuse of your position to obtain a private benefit
 - g) constitutes harassment or bullying behaviour under this code, or is unlawfully discriminatory.
- 3.2 You must act lawfully and honestly, and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. (*section 439*).

Fairness and equity

- 3.3 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.4 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.5 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

Harassment and discrimination

- 3.6 You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.
- 3.7 For the purposes of this code, "harassment" is any form of behaviour towards a person that:
- a) is not wanted by the person
 - b) offends, humiliates or intimidates the person, and
 - c) creates a hostile environment.

Bullying

- 3.8 You must not engage in bullying behaviour towards others.
- 3.9 For the purposes of this code, "bullying behaviour" is any behaviour in which:
- a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
 - b) the behaviour creates a risk to health and safety.
- 3.10 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:
- a) aggressive, threatening or intimidating conduct
 - b) belittling or humiliating comments

- c) spreading malicious rumours
- d) teasing, practical jokes or 'initiation ceremonies'
- e) exclusion from work-related events
- f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
- g) displaying offensive material
- h) pressure to behave in an inappropriate manner.

3.11 Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:

- a) performance management processes
- b) disciplinary action for misconduct
- c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
- d) directing a worker to perform duties in keeping with their job
- e) maintaining reasonable workplace goals and standards
- f) legitimately exercising a regulatory function
- g) legitimately implementing a council policy or administrative processes.

- a) take reasonable care for your own health and safety
- b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
- c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act and any policies or procedures adopted by the council to ensure workplace health and safety
- d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
- e) report accidents, incidents, near misses, to the general manager or such other staff member nominated by the general manager, and take part in any incident investigations
- f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

Work health and safety

3.12 All council officials, including councillors, owe statutory duties under the *Work Health and Safety Act 2011* (WHS Act). You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:

Land use planning, development assessment and other regulatory functions

3.13 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.

- 3.14 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

Binding caucus votes

- 3.15 You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.
- 3.16 For the purposes of clause 3.15, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.
- 3.17 Clause 3.15 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.
- 3.18 Clause 3.15 does not apply to a decision to elect the mayor or deputy mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

Obligations in relation to meetings

- 3.19 You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.
- 3.20 You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).
- 3.21 You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.
- 3.22 If you are a councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:
- a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
 - b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another councillor from submitting a rescission motion with respect to the same decision, or
 - c) deliberately seek to impede the consideration of business at a meeting.

Part 4:

Pecuniary Interests

What is a pecuniary interest?

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
- (a) your interest, or
 - (b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - (c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4 For the purposes of clause 4.3:
- (a) Your “relative” is any of the following:
 - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii) your spouse’s or de facto partner’s parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
 - (b) “de facto partner” has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):
- (a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - (b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
 - (c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

What interests do not have to be disclosed?

- 4.6 You do not have to disclose the following interests for the purposes of this Part:
- (a) your interest as an elector
 - (b) your interest as a ratepayer or person liable to pay a charge
 - (c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this code
 - (d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code

- (e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)
 - (f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if you have been appointed to represent the organisation or group on the council committee
 - (g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
 - (h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
 - (i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
 - i) the performance by the council at the expense of your relative of any work or service in connection with roads or sanitation
 - ii) security for damage to footpaths or roads
 - iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
 - (j) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor)
 - (k) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252 of the LGA,
 - (l) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor
 - (m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
 - (n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or a council committee member
 - (o) an interest arising from the appointment of a councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.
- 4.7 For the purposes of clause 4.6, “relative” has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

What disclosures must be made by a designated person?

4.8 Designated persons include:

- (a) the general manager
- (b) other senior staff of the council for the purposes of section 332 of the LGA
- (c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
- (d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

4.9 A designated person:

- (a) must prepare and submit written returns of interests in accordance with clauses 4.21, and
- (b) must disclose pecuniary interests in accordance with clause 4.10.

4.10 A designated person must disclose in writing to the general manager (or if the person is the general manager, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.

4.11 Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person's salary as a member of staff, or to their other conditions of employment.

4.12 The general manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

4.13 A disclosure by the general manager must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council staff other than designated persons?

4.14 A member of staff of council, other than a designated person, must disclose in writing to their manager or the general manager the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.

4.15 The staff member's manager or the general manager must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council advisers?

- 4.16 A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.
- 4.17 A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

What disclosures must be made by a council committee member?

- 4.18 A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.
- 4.19 For the purposes of clause 4.18, a "council committee member" includes a member of staff of council who is a member of the committee.

What disclosures must be made by a councillor?

- 4.20 A councillor:
- (a) must prepare and submit written returns of interests in accordance with clause 4.21, and
 - (b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

Disclosure of interests in written returns

- 4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:
- (a) becoming a councillor or designated person, and
 - (b) 30 June of each year, and
 - (c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).
- 4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:
- (a) they made and lodged a return under that clause in the preceding 3 months, or
 - (b) they have ceased to be a councillor or designated person in the preceding 3 months.

- 4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.
- 4.24 The general manager must keep a register of returns required to be made and lodged with the general manager.
- 4.25 Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.
- 4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.
- 4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.
- (b) at any time during which the council or committee is voting on any question in relation to the matter.
- 4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.
- 4.31 A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.
- 4.32 A general notice may be given to the general manager in writing by a councillor or a council committee member to the effect that the councillor or council committee member, or the councillor's or council committee member's spouse, de facto partner or relative, is:
- (a) a member of, or in the employment of, a specified company or other body, or
- (b) a partner of, or in the employment of, a specified person.

Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.

Disclosure of pecuniary interests at meetings

- 4.28 A councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.
- 4.29 The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:
- (a) at any time during which the matter is being considered or discussed by the council or committee, or
- 4.33 A councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.

- 4.34 A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.
- 4.35 Despite clause 4.29, a councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.
- 4.36 Clause 4.29 does not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting if:
- (a) the matter is a proposal relating to:
 - (i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
 - (ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
 - (b) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
 - (c) the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.
- 4.37 A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:
- (a) be in the form set out in schedule 3 of this code and contain the information required by that form, and
 - (b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.
- 4.38 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
- (a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
 - (b) that it is in the interests of the electors for the area to do so.
- 4.39 A councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.

Part 5:

Non-Pecuniary Conflicts of Interest

What is a non-pecuniary conflict of interest?

- 5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the general manager, such a disclosure is to be made to the staff member's manager. In the case of the general manager, such a disclosure is to be made to the mayor.
- 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
 - a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household

- b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
 - c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
 - d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
 - e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
 - f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
 - b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 If you are a member of staff of council other than the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.
- 5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.

- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

Political donations

- 5.15 Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.
- 5.16 Where you are a councillor and have received or knowingly benefitted from a reportable political donation:
- a) made by a major political donor in the previous four years, and
 - b) the major political donor has a matter before council,
- you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.
- 5.17 For the purposes of this Part:
- a) a “reportable political donation” has the same meaning as it has in section 6 of the *Electoral Funding Act 2018*
 - b) “major political donor” has the same meaning as it has in the *Electoral Funding Act 2018*.

- 5.18 Councillors should note that political donations that are not a “reportable political donation”, or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.

- 5.19 Despite clause 5.16, a councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

Loss of quorum as a result of compliance with this Part

- 5.20 A councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interest in the matter is permitted to participate in consideration of the matter if:
- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council’s area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council’s area, and

- b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person's principal place of residence, and
- c) the councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.

5.21 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

5.22 Where the Minister exempts a councillor or committee member from complying with a requirement under this Part under clause 5.21, the councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Other business or employment

5.23 The general manager must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.

5.24 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the general manager in writing of the employment, work or business and the general manager has given their written approval for the staff member to engage in the employment, work or business.

5.25 The general manager may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.

5.26 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.

5.27 Members of staff must ensure that any outside employment, work or business they engage in will not:

- a) conflict with their official duties
- b) involve using confidential information or council resources obtained through their work with the council including where private use is permitted

- c) require them to work while on council duty
- d) discredit or disadvantage the council
- e) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

Personal dealings with council

- 5.28 You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.
- 5.29 You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.

Part 6:

Personal Benefit



- 6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.
- 6.2 A reference to a gift or benefit in this Part does not include:
- a) items with a value of \$10 or less
 - b) a political donation for the purposes of the *Electoral Funding Act 2018*
 - c) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
 - d) a benefit or facility provided by the council to an employee or councillor
 - e) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
 - f) free or subsidised meals, beverages or refreshments provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
 - i) the discussion of official business
 - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
 - iii) conferences
 - iv) council functions or events
 - v) social functions organised by groups, such as council committees and community organisations.

Gifts and benefits

- 6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.
- 6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

How are offers of gifts and benefits to be dealt with?

- 6.5 You must not:
- a) seek or accept a bribe or other improper inducement
 - b) seek gifts or benefits of any kind
 - c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
 - d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9
 - e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount
 - f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer-supplier relationship with the competition organiser
 - g) personally benefit from reward points programs when purchasing on behalf of the council.

6.6 Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the general manager in writing. The recipient, manager, or general manager must ensure that, at a minimum, the following details are recorded in the council's gift register:

- a) the nature of the gift or benefit
- b) the estimated monetary value of the gift or benefit
- c) the name of the person who provided the gift or benefit, and
- d) the date on which the gift or benefit was received.

6.7 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

Gifts and benefits of token value

6.8 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$100. They include, but are not limited to:

- a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$100
- b) gifts of alcohol that do not exceed a value of \$100
- c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
- d) prizes or awards that do not exceed \$100 in value.

Gifts and benefits of more than token value

6.9 Gifts or benefits that exceed \$100 in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.

6.10 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$100, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.

6.11 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed \$100 in value.

6.12 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

“Cash-like gifts”

- 6.13 For the purposes of clause 6.5(e), “cash-like gifts” include, but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

Improper and undue influence

- 6.14 You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.
- 6.15 You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

Part 7:

Relationships Between Council Officials



Obligations of councillors and administrators

- 7.1 Each council is a body politic. The councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.
- 7.2 Councillors or administrators must not:
- a) direct council staff other than by giving appropriate direction to the general manager by way of council or committee resolution, or by the mayor or administrator exercising their functions under section 226 of the LGA
 - b) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
 - c) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the general manager
 - d) contact or issue instructions to any of the council's contractors, including the council's legal advisers, unless by the mayor or administrator exercising their functions under section 226 of the LGA.

- 7.3 Despite clause 7.2, councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

Obligations of staff

- 7.4 Under section 335 of the LGA, the role of the general manager includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.
- 7.5 Members of staff of council must:
- a) give their attention to the business of the council while on duty
 - b) ensure that their work is carried out ethically, efficiently, economically and effectively
 - c) carry out reasonable and lawful directions given by any person having authority to give such directions
 - d) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them
 - e) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Inappropriate interactions

7.6 You must not engage in any of the following inappropriate interactions:

- a) councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- b) council staff approaching councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- c) subject to clause 8.6, council staff refusing to give information that is available to other councillors to a particular councillor
- d) councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
- e) councillors and administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor or administrator has a right to be heard by the panel at the meeting
- f) councillors and administrators being overbearing or threatening to council staff
- g) council staff being overbearing or threatening to councillors or administrators
- h) councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
- i) councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make
- j) council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
- k) council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals
- l) councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's general manager or, in the case of the mayor or administrator, unless they are exercising their functions under section 226 of the LGA.

Part 8:

Access to Information and Council Resources



Councillor and administrator access to information

- 8.1 The general manager is responsible for ensuring that councillors and administrators can access information necessary for the performance of their official functions. The general manager and public officer are also responsible for ensuring that members of the public can access publicly available council information under the *Government Information (Public Access) Act 2009* (the GIPA Act).
- 8.2 The general manager must provide councillors and administrators with the information necessary to effectively discharge their official functions.
- 8.3 Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.
- 8.4 Members of staff of council who provide any information to a particular councillor in the performance of their official functions must also make it available to any other councillor who requests it and in accordance with council procedures.
- 8.5 Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.

- 8.6 Despite clause 8.4, councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.

Councillors and administrators to properly examine and consider information

- 8.7 Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Refusal of access to information

- 8.8 Where the general manager or public officer determine to refuse access to information requested by a councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The general manager or public officer must state the reasons for the decision if access is refused.

Use of certain council information

8.9 In regard to information obtained in your capacity as a council official, you must:

- a) subject to clause 8.14, only access council information needed for council business
- b) not use that council information for private purposes
- c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council
- d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

8.10 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.

8.11 In addition to your general obligations relating to the use of council information, you must:

- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
- b) protect confidential information
- c) only release confidential information if you have authority to do so
- d) only use confidential information for the purpose for which it is intended to be used

- e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
- f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
- g) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

Personal information

8.12 When dealing with personal information you must comply with:

- a) the *Privacy and Personal Information Protection Act 1998*
- b) the *Health Records and Information Privacy Act 2002*
- c) the Information Protection Principles and Health Privacy Principles
- d) the council's privacy management plan
- e) the Privacy Code of Practice for Local Government

Use of council resources

8.13 You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.

8.14 Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:

- a) the representation of members with respect to disciplinary matters
- b) the representation of employees with respect to grievances and disputes
- c) functions associated with the role of the local consultative committee.

8.15 You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.

8.16 You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.

8.17 You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.

8.18 You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:

- a) for the purpose of assisting your election campaign or the election campaign of others, or
- b) for other non-official purposes.

8.19 You must not convert any property of the council to your own use unless properly authorised.

Internet access

8.20 You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.

Council record keeping

8.21 You must comply with the requirements of the *State Records Act 1998* and the council's records management policy.

8.22 All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the *State Records Act 1998* and the council's approved records management policies and practices.

8.23 All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of whether the original intention was to create the information for personal purposes.

8.24 You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the *State Records Act 1998*.

Councillor access to council buildings

- 8.25 Councillors and administrators are entitled to have access to the council chamber, committee room, mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the general manager.
- 8.26 Councillors and administrators must not enter staff-only areas of council buildings without the approval of the general manager (or their delegate) or as provided for in the procedures governing the interaction of councillors and council staff.
- 8.27 Councillors and administrators must ensure that when they are within a staff only area they refrain from conduct that could be perceived to improperly influence council staff decisions.

Part 9:

Maintaining the Integrity of this Code

Complaints made for an improper purpose

- 9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.
- 9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
- a) to bully, intimidate or harass another council official
 - b) to damage another council official's reputation
 - c) to obtain a political advantage
 - d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
 - e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
 - f) to avoid disciplinary action under the Procedures
 - g) to take reprisal action against a person for making a complaint alleging a breach of this code
 - h) to take reprisal action against a person for exercising a function prescribed under the Procedures
 - i) to prevent or disrupt the effective administration of this code under the Procedures.

Detrimental action

- 9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.
- 9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- 9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:
- a) injury, damage or loss
 - b) intimidation or harassment
 - c) discrimination, disadvantage or adverse treatment in relation to employment
 - d) dismissal from, or prejudice in, employment
 - e) disciplinary proceedings.

Compliance with requirements under the Procedures

- 9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- 9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.
- 9.8 You must comply with a practice ruling made by the Office under the Procedures.

Disclosure of information about the consideration of a matter under the Procedures

- 9.9 All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.
- 9.10 You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.
- 9.11 You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.
- 9.12 You must not disclose information about a complaint you have made alleging a breach of this code or any other matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.
- 9.13 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the *Public Interest Disclosures Act 1994*.

Complaints alleging a breach of this Part

- 9.14 Complaints alleging a breach of this Part by a councillor, the general manager or an administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.
- 9.15 Complaints alleging a breach of this Part by other council officials are to be managed by the general manager in accordance with the Procedures.

Schedule 1:
Disclosures of Interest and Other
Matters in Written Returns
Submitted Under Clause 4.21

Part 1: Preliminary

Definitions

1. For the purposes of the schedules to this code, the following definitions apply:

address means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the councillor or designated person disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

de facto partner has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

disposition of property means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property
- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property

- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest means:

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth) in securities issued or made available by the corporation.

listed company means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

occupation includes trade, profession and vocation.

professional or business association means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money.

return date means:

- a) in the case of a return made under clause 4.21(a), the date on which a person became a councillor or designated person
- b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.21(c), the date on which the councillor or designated person became aware of the interest to be disclosed.

relative includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

2. *Interests etc. outside New South Wales:*
A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.
3. *References to interests in real property:*
A reference in this schedule or in schedule 2 to real property in which a councillor or designated person has an interest includes a reference to any real property situated in Australia in which the councillor or designated person has an interest.
4. *Gifts, loans etc. from related corporations:*
For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.

Part 2: Pecuniary interests to be disclosed in returns

Real property

5. A person making a return under clause 4.21 of this code must disclose:
 - a) the street address of each parcel of real property in which they had an interest on the return date, and
 - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c) the nature of the interest.
6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a councillor or designated person.
8. For the purposes of clause 5 of this schedule, “interest” includes an option to purchase.

Gifts

9. A person making a return under clause 4.21 of this code must disclose:
 - a) a description of each gift received in the period since 30 June of the previous financial year, and
 - b) the name and address of the donor of each of the gifts.
10. A gift need not be included in a return if:
 - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
 - c) the donor was a relative of the donee, or
 - d) subject to paragraph (a), it was received prior to the person becoming a councillor or designated person.
11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

12. A person making a return under clause 4.21 of this code must disclose:
 - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and

- b) the dates on which the travel was undertaken, and
 - c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
13. A financial or other contribution to any travel need not be disclosed under this clause if it:
- a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
 - b) was made by a relative of the traveller, or
 - c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
 - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
 - e) was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
 - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
 - g) subject to paragraph (d) it was received prior to the person becoming a councillor or designated person.
14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

15. A person making a return under clause 4.21 of this code must disclose:
- a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
 - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
 - c) the nature of the interest, or the position held, in each of the corporations, and
 - d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
- a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
 - b) required to apply its profits or other income in promoting its objects, and
 - c) prohibited from paying any dividend to its members.
17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a councillor or designated person.

Interests as a property developer or a close associate of a property developer

19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.

20. For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the *Electoral Funding Act 2018*.

property developer has the same meaning as it has in Division 7 of Part 3 of the *Electoral Funding Act 2018*.

Positions in trade unions and professional or business associations

21. A person making a return under clause 4.21 of the code must disclose:
- the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
 - the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
 - a description of the position held in each of the unions and associations.

22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a councillor or designated person.

Dispositions of real property

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
25. A disposition of real property need not be disclosed if it was made prior to a person becoming a councillor or designated person.

Sources of income

26. A person making a return under clause 4.21 of this code must disclose:
- a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
 - b) each source of income received by the person in the period since 30 June of the previous financial year.
27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
- a) in relation to income from an occupation of the person:
 - (i) a description of the occupation, and
 - (ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - (iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
 - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
 - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.

- 28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
- 29. The source of any income received by the person that they ceased to receive prior to becoming a councillor or designated person need not be disclosed.
- 30. A fee paid to a councillor or to the mayor or deputy mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:
- a) on the return date, and
 - b) at any time in the period since 30 June of the previous financial year.
32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
33. A liability to pay a debt need not be disclosed by a person in a return if:
- a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:

- (i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
 - (ii) the amounts to be paid exceeded, in the aggregate, \$500, or
- b) the person was liable to pay the debt to a relative, or
- c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
- d) in the case of a debt arising from the supply of goods or services:
 - (i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - (ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
- e) subject to paragraph (a), the debt was discharged prior to the person becoming a councillor or designated person.

Discretionary disclosures

34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

Schedule 2:

Form of Written Return of Interests Submitted Under Clause 4.21

‘Disclosures by councillors and designated persons’ return

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).
2. If this is the first return you have been required to lodge with the general manager after becoming a councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a councillor or designated person.
3. If you have previously lodged a return with the general manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the general manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the general manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word “NIL” is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the general manager in a register of returns. The general manager is required to table all returns at a council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.

Disclosure of pecuniary interests and other matters by *[full name of councillor or designated person]*

as at *[return date]*

in respect of the period from *[date]* to *[date]*

[councillor's or designated person's signature]

[date]

A. Real Property

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June Nature of interest

B. Sources of income

1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
---------------------------	--	--

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
-----------------------------	-----------------------------

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

C. Gifts

Description of each gift I received at any time since 30 June	Name and address of donor
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D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
---	--------------------------------------	---

E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
---	-----------------------------	----------------------------------	---

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)**G. Positions in trade unions and professional or business associations**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
---	-------------------------

H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

I. Dispositions of property

- 1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
- 2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures

Schedule 3:

Form of Special Disclosure of Pecuniary Interest Submitted Under Clause 4.37

1. This form must be completed using block letters or typed.
2. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

Important information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because

you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Model Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

Special disclosure of pecuniary interests by *[full name of councillor]*

in the matter of *[insert name of environmental planning instrument]*

which is to be considered at a meeting of the
[name of council or council committee (as the case requires)]

to be held on the day of 20 .

Pecuniary interest

Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)

Relationship of identified land to councillor

[Tick or cross one box.]

- ☐ The councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise).
- ☐ An associated person of the councillor has an interest in the land.
- ☐ An associated company or body of the councillor has an interest in the land.

Matter giving rise to pecuniary interest¹

Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land)²

[Tick or cross one box]

- ☐ The identified land.
- ☐ Land that adjoins or is adjacent to or is in proximity to the identified land.

Current zone/planning control

[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]

- 1 Clause 4.1 of the Model Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Model Code of Conduct.
- 2 A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in clause 4.3 of the Model Code of Conduct has a proprietary interest.

Proposed change of zone/planning control

[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]

Effect of proposed change of zone/planning control on councillor or associated person

[Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest.]

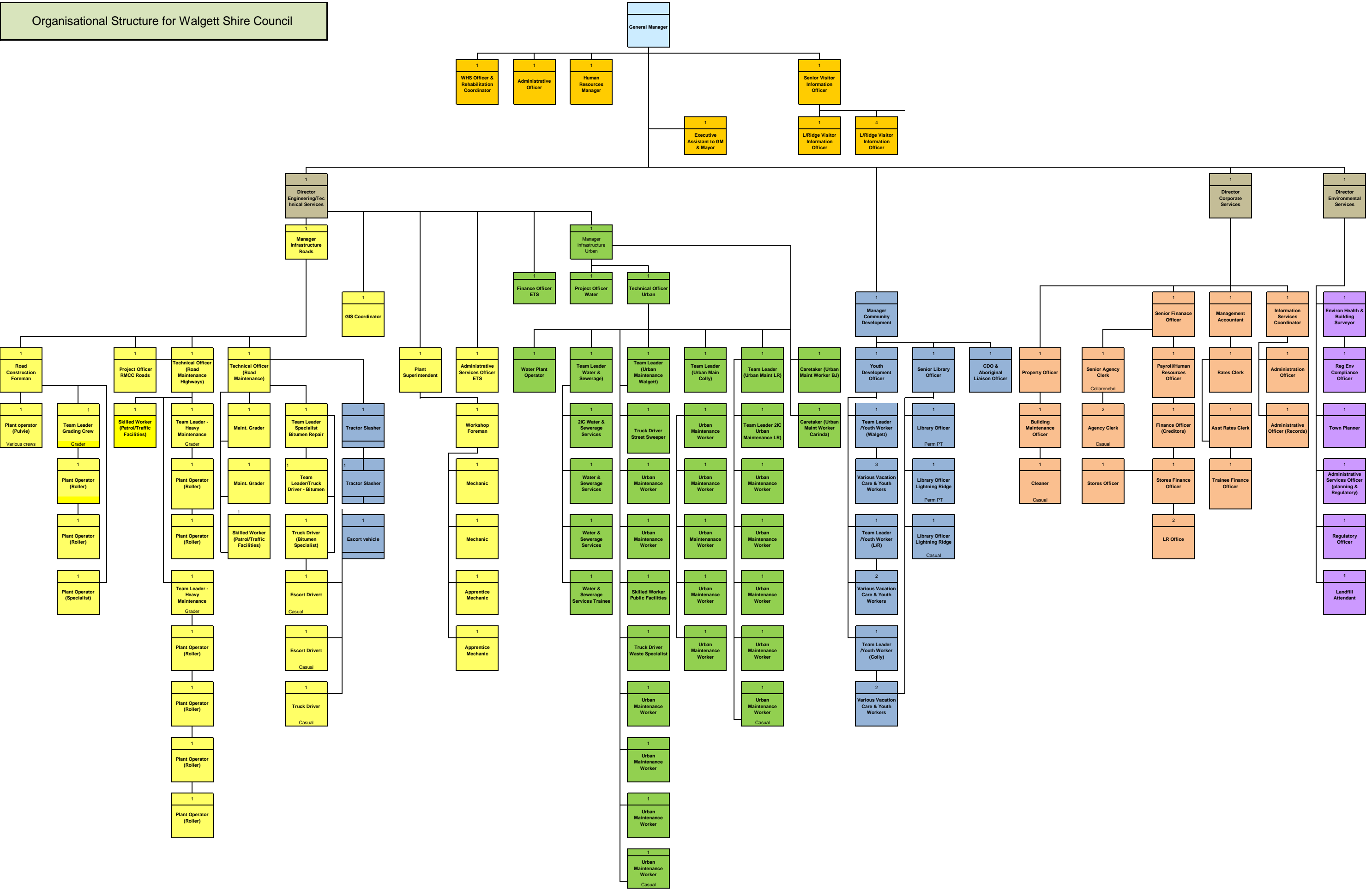
Councillor's signature

Date

[This form is to be retained by the council's general manager and included in full in the minutes of the meeting]



Organisational Structure for Walgett Shire Council





Monthly Investment Report

November 2022



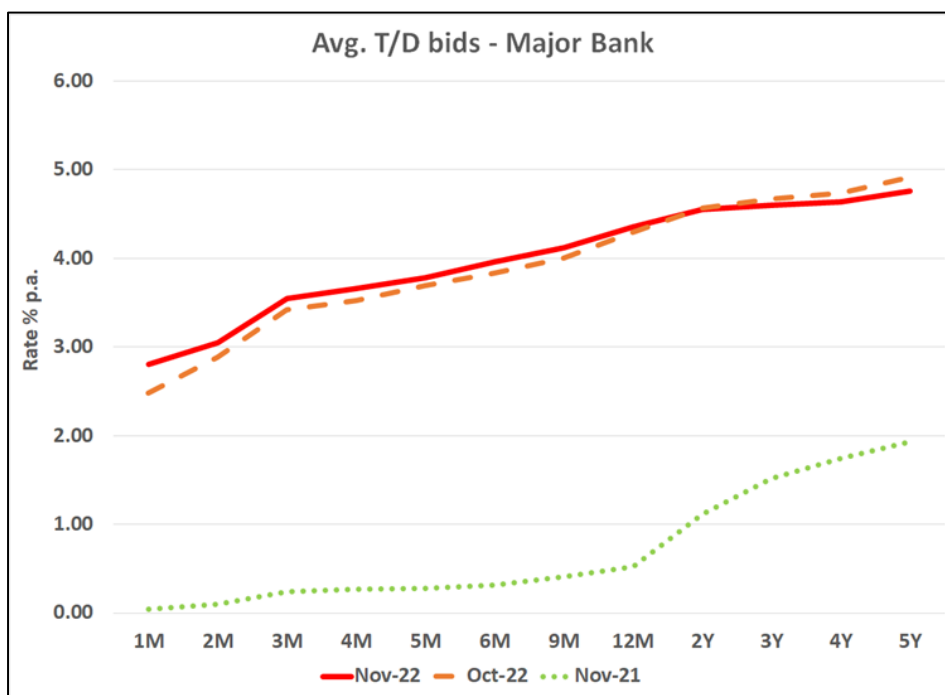
IMPERIUM MARKETS

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Market Update Summary

Investors have focused their attention on the US Fed messaging emphasising the likely need to move towards a lower pace of rate hikes in the near future. Domestically, RBA Governor Lowe repeated “*the Board expects to increase interest rates further over the period ahead*”, which suggests the RBA will continue hiking by 25bp in the months ahead. The RBA has “*not ruled out returning to 50bp increases if that is necessary. Nor have we ruled out keeping rates unchanged for a time as we assess the state of the economy and the outlook for inflation*”. By downshifting the pace of hikes, central banks are acknowledging that decisions are becoming more finely balanced as they tread a fine line of returning inflation to target, while avoiding significantly overtightening policy and slowing the economy more than needed. The market is currently anticipating a cash rate up to 3.60% by March 2023, from which the RBA may possibly pause to see the effects of its aggressive rate hike cycle.

One of the biggest impacts to Council’s investment portfolio is with regards to its largest exposure being assets held in bank term deposits (fixed and floating), which accounts for around ~80% of Council’s total portfolio. Despite more rate rises on the horizon, given an upward sloping deposit curve, maintaining a slightly longer duration position will continue to outperform (averaging) shorter durations. The deposit market has largely already factored in the current rate hike cycle, reflected by the flattening of the curve demonstrated by the longer-term tenors (+2yrs) over the past few months (the market is also factoring in a recession over coming years).



Source: Imperium Markets

‘New’ investments above 4%-4½% p.a. now appears likely if Council can continue to place the majority of its surplus funds for terms of 12 months to 2 years. *With recessionary fears being priced in coming years, investors may take an insurance policy by investing across 3-5 year fixed deposits and locking in rates above 4½% p.a. (small allocation only).*

Council's Portfolio & Compliance

Asset Allocation

The majority of the portfolio is directed to fixed rate term deposits (80.17%). The remainder of the portfolio is held in various cash accounts with CBA and Macquarie (19.83%).



Senior FRNs are now becoming more attractive as spreads have widened in 2022 – new issuances should now be considered again on a case by case scenario. In the interim, fixed deposits for 12 months to 3 years appear quite appealing following the spike in medium-to longer-term yields this calendar year.

With recessionary fears being priced in coming years, those investors that can allocate longer-term surplus funds may take an insurance policy by investing across 3-5 year fixed deposits and locking in rates above 4½% p.a.

Term to Maturity

The portfolio is sufficiently liquid with around 67% of the total investment portfolio maturing within 12 months, which is well above the minimum 10% limit required across 0-3 month and 3-12 month terms.

Where ongoing liquidity requirements permit Council to invest in attractive 1-2 year investments, we recommend this be allocated to medium-term fixed term deposits (refer to respective sections below).

Compliant	Horizon	Invested (\$)	Invested (%)	Min. Limit (%)	Max. Limit (%)	Available (\$)
✓	0 - 3 months	\$7,173,344	19.83%	10%	100%	\$29,000,000
✓	3 - 12 months	\$17,000,000	47.00%	10%	100%	\$19,173,344
✓	1 - 2 years	\$7,000,000	19.35%	0%	70%	\$18,321,341
✓	2 - 5 years	\$5,000,000	13.82%	0%	50%	\$13,086,672
✓	5 - 10 years	\$0	0.00%	0%	25%	\$9,043,336
		\$36,173,344	100.00%			

Counterparty

As at the end of November 2022, Council did not have an overweight position to any single ADI. Overall, the portfolio is well diversified across the entire credit spectrum.

Compliant	Issuer	Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	CBA	AA-	\$9,602,323	26.55%	50%	\$8,484,349
✓	NAB	AA-	\$2,000,000	5.53%	50%	\$16,086,672
✓	Westpac	AA-	\$1,000,000	2.76%	50%	\$17,086,672
✓	Macquarie Bank	A+	\$2,571,021	7.11%	40%	\$11,898,317
✓	Suncorp	A+	\$1,000,000	2.76%	40%	\$13,469,338
✓	ING Direct	A	\$1,000,000	2.76%	40%	\$13,469,338
✓	BOQ	BBB+	\$6,000,000	16.59%	30%	\$4,852,003
✓	AMP Bank	BBB	\$8,000,000	22.12%	30%	\$2,852,003
✓	MyState Bank	BBB	\$4,000,000	11.06%	30%	\$6,852,003
✓	JUDO	BBB-	\$1,000,000	2.76%	25%	\$8,043,336
			\$36,173,344	100.00%		

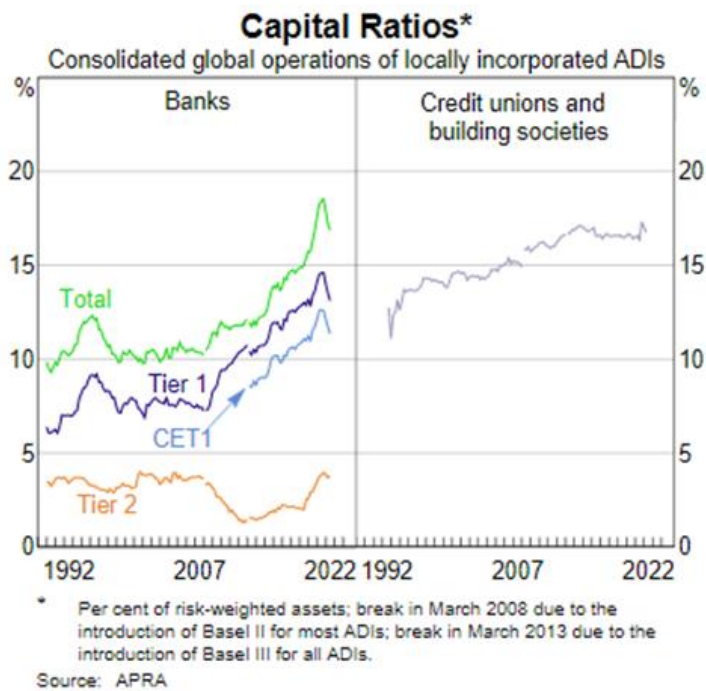
In late June 2022, Standard & Poor's downgraded Suncorp-Metway from AA- to A+ (negative watch). Suncorp recently announced that it is undertaking a strategic review of its banking operations. The downgrade reflects S&P's view that the Suncorp Group's likelihood of support for the bank had "slightly" diminished and that it was no longer a core part of the Group. In July 2022, ANZ (AA-) announced it was putting a bid to buy Suncorp's banking division for ~\$4bn. Should that takeover be formalised, Suncorp-Metway's (A+) current credit rating is likely to be upgraded to ANZ's (AA-).

We remain supportive of the regional and unrated ADI sector (and have been even throughout the post-GFC period). They continue to remain solid, incorporate strong balance sheets, while exhibiting high levels of capital – typically, much higher compared to the higher rated ADIs. Some unrated ADIs have up to 25-40% more capital than the domestic major banks, and well above the Basel III requirements.

Overall, the lower rated ADIs (BBB and unrated) are generally now in a better financial position than they have been historically (see the Capital Ratio figure below). APRA's outgoing Chair Wayne Byres recently noted that the Common Equity Tier 1 capital of Australian banks now exceeds a quarter of a trillion dollars. It has increased by \$110 billion, or more than 70%, over the past eight years. Over the same time, banks' assets have grown by 44%. Some of the extra capital is supporting growth in the banking system itself but clearly, there has been a strengthening in overall resilience and leverage in the system is lower.

We believe that deposit investments with the lower rated ADIs should be considered going forward, particularly when they offer 'above market' specials. Not only would it diversify the investment portfolio and reduce credit risk, it would also improve the portfolio's overall returns. The lower rated entities are generally deemed to be the more 'ethical' ADIs compared to the higher rated ADIs.

In the current environment of high regulation and scrutiny, all domestic (and international) ADIs continue to carry high levels of capital. There is minimal (if any) probability of any ADI defaulting on their deposits going forward – this was stress tested during the GFC and the pandemic period. **APRA's mandate is to “protect depositors” and provide “financial stability”.**



Credit Quality

The portfolio remains well diversified across the entire credit spectrum, including some exposure to the unrated ADI sector.

There is high capacity to invest in the higher rated ADIs (A or higher), particularly after the downgrades of BoQ and AMP Bank over the past few years, as all have now fallen back into the “BBB” rated category (previously in the “A” rated category).

Pre-pandemic (March 2020), a 'normal' marketplace meant the lower rated ADIs (i.e. BBB category) were offering higher rates on term deposits compared to the higher rated ADIs (i.e. A or AA rated). But due to the cheap funding available provided by the RBA via their Term Funding Facility (TFF) since mid-2020¹, allowing the ADIs to borrow as low as 0.10% p.a. fixed for 3 years, those lower rated ADIs (BBB rated) did not require deposit funding from the wholesale deposit from the likes of Council. Given the higher rated banks had more capacity to lend (as they have a greater pool of mortgage borrowers), they subsequently were offering higher deposit rates. In fact, some of the lower rated banks were not even offering deposit rates at all. As a result, most investors placed a higher proportion of their deposit investments with the higher rated (A or AA) ADIs over the past two years.

Going forward, with the RBA now removing these cheap borrowing facilities, this has meant the lower rated banks (BBB rated) have started to become more competitive as the market starts to 'normalise'. Investors should have a larger opportunity to start investing a higher proportion of their surplus funds with the lower rated institutions (within Policy limits), from which the majority are considered to be the more 'ethical' ADIs as they generally do not lend to the Fossil Fuel industry.

All aggregate ratings categories are within the Policy limits:

Compliant	Credit Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	AA Category	\$12,602,323	35%	100%	\$23,571,021
✓	A Category	\$4,571,021	13%	80%	\$24,367,655
✓	BBB Category	\$19,000,000	53%	70%	\$6,321,341
✓	Unrated ADIs	\$0	0%	10%	\$3,617,334
		\$36,173,344	100%		

¹ The RBA's Term Funding Facility (TFF) allowed the ADI to borrow as low as 0.10% fixed for 3 years: <https://www.rba.gov.au/mkt-operations/term-funding-facility/overview.html>



Performance

Council's performance for the month ending 30 November 2022 is summarised as follows:

Performance (Actual)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	0.23%	0.64%	0.98%	0.91%	1.06%
AusBond Bank Bill Index	0.25%	0.64%	0.97%	0.92%	1.01%
Council's T/D Portfolio [^]	0.26%	0.71%	1.20%	1.06%	1.94%
Outperformance	0.01%	0.07%	0.23%	0.14%	0.93%

[^]Total portfolio performance excludes Council's cash account holdings. Overall returns would be lower if cash was included.

Performance (Annualised)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	2.85%	2.60%	1.97%	2.19%	1.06%
AusBond Bank Bill Index	3.07%	2.59%	1.94%	2.20%	1.01%
Council's T/D Portfolio [^]	3.16%	2.87%	2.41%	2.54%	1.94%
Outperformance	0.08%	0.29%	0.47%	0.34%	0.93%

[^]Total portfolio performance excludes Council's cash account holdings. Overall returns would be lower if cash was included.

For the month of November, the total portfolio (excluding cash) provided a solid return of +0.26% (actual) or +3.16% p.a. (annualised), outperforming the benchmark AusBond Bank Bill Index return of +0.25% (actual) or +3.07% p.a. (annualised). Over the past 12 months, the return of +1.94% p.a. was significantly above benchmark – this is considered very strong given current economic circumstances.

Going forward, despite additional rate hikes over coming months, Council's interest income can be increased significantly by maintaining this duration position (12-18 months), with rates on offer along this part of the curve likely to be offered up to ½% higher than the rate compared to shorter tenors.

Investors using the Imperium Markets platform have reduced the invisible costs associated with brokerage, and thereby lift client portfolio returns as investors are able to deal in deposits directly with the ADIs and execute at the best price possible.

We are pleased that Council remains amongst the best performing in the state of NSW where deposits are concerned, earning on average, over \$175,000 in additional interest income compared to its peers (as per the September 2022 rankings). We have been pro-active in our advice about protecting interest income and addressing reinvestment risk for many years and encouraged to maintain a long duration position. This is now reflected by the high performance of the investment portfolio.

Council's Term Deposit Portfolio & Recommendation

As at the end of November 2022, Council's deposit portfolio was yielding 3.32% p.a. (up 28bp from the previous month), with a weighted average duration of around 466 days (~15 months).

We recommend Council at least maintains its weighted average duration at current levels. With an upward sloping deposit curve, investors are rewarded if they can continue to maintain a longer average duration.

At the time of writing, we see value in:

	LT Credit Rating	Term	T/D Rate
ICBC, Sydney	A	5 years	5.05% p.a.
ICBC, Sydney	A	4 years	4.95% p.a.
ICBC, Sydney	A	3 years	4.85% p.a.
ICBC, Sydney	A	2 years	4.75% p.a.
Australian Unity	BBB+	2 years	4.70% p.a.
Suncorp	A+	2 years	4.65% p.a.
BoQ	BBB+	2 years	4.60% p.a.
AMP Bank	BBB	2 years	4.60% p.a.^
Westpac	AA-	2 years	4.58% p.a.
Australian Military	BBB+	2 years	4.56% p.a.
ING	A	2 years	4.50% p.a.
Bendigo-Adelaide	BBB+	2 years	4.50% p.a.
CBA	AA-	2 years	4.48% p.a.
NAB	AA-	2 years	4.45% p.a.

[^]Contact us for an additional 0.20% p.a. rebated commission. Rate changes daily. Current limit of \$10m in aggregate.

The above deposits are suitable for investors looking to maintain diversification and lock-in a premium compared to purely investing short-term. For terms under 12 months, we believe the strongest value is currently being offered by the following ADIs (dependent on daily funding requirements):

ADI	LT Credit Rating	Term	T/D Rate
AMP	BBB	12 months	4.55% p.a.^
Australian Unity	BBB+	12 months	4.50% p.a.
Suncorp	A+	12 months	4.48% p.a.
Westpac	AA-	12 months	4.44% p.a.
BoQ	BBB+	12 months	4.40% p.a.
NAB	AA-	12 months	4.35% p.a.
Bendigo-Adelaide	BBB+	12 months s	4.35% p.a.
CBA	AA-	12 months	4.34% p.a.
Suncorp	A+	6 months	4.20% p.a.
NAB	AA-	6 months	4.10% p.a.

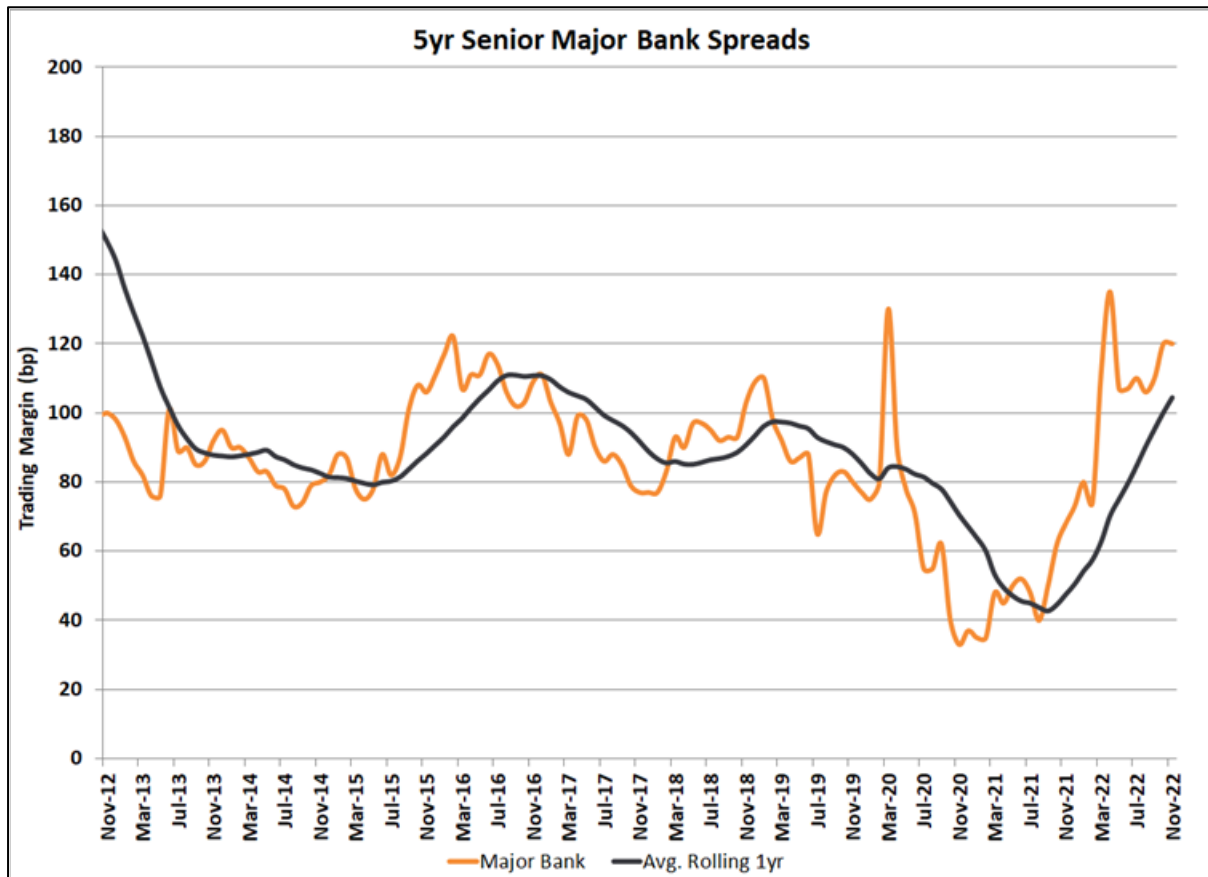
^Contact us for an additional 0.20% p.a. rebated commission. Rate changes daily. Current limit of \$10m in aggregate

If Council does not require high levels of liquidity and can stagger its investments slightly longer-term, it will be rewarded over coming years if it can roll for an average min. term of 12 months-2 years (this is where we current value), yielding, on average, up to ½% p.a. higher compared to those investors that entirely invest in short-dated deposits.

With recessionary fears being priced in coming years, those investors that can allocate longer-term surplus funds may take an insurance policy by investing across 3-5 year fixed deposits and locking in rates above 4½% p.a.

Senior FRNs Review

Over November, amongst the senior major bank FRNs, physical credit securities remained flat at the long-end of the curve. During the month, there were new dual 3 & 5 year issuances from WBC (AA-) and NAB (AA-). They issued 3 & 5 year levels at +95bp / +123bp (WBC) and +92bp / +120bp (NAB) respectively. Major bank senior securities are now looking fairly attractive again in a rising rate environment (5 year margins around the +120bp level):



Source: IBS Capital

Apart from the major banks (WBC and NAB), over November, there were noticeable new primary issuances from:

- Bendigo (AAA rated) covered security for 3 years at +95bp
- Police Bank (BBB rated) senior FRN for 3 years at +150bp
- Bank Australia (BBB rated) senior FRN for 3 years at +160bp
- Great Southern Bank (BBB rated) senior FRN for 3 years at +158bp
- ING (AAA rated) covered security for 3 years at +100bp

Amongst the “A” and “BBB” rated sectors, the securities were marked between 10-20bp wider at the 3-5 year part of the curve.

Credit securities are looking much more attractive given the widening of spreads in 2022. FRNs will continue to play a role in investor's portfolios mainly on the basis of their liquidity and the ability to roll down the curve and gross up returns over ensuing years (in a relatively stable credit environment).

Senior FRNs (ADIs)	30/11/2022	31/10/2022
"AA" rated – 5yrs	+120bp	+120bp
"AA" rated – 3yrs	+92bp	+92bp
"A" rated – 5yrs	+145bp	+135bp
"A" rated – 3yrs	+115bp	+110bp
"BBB" rated – 3yrs	+158bp	+135bp

Source: IBS Capital

We now generally recommend switches ('benchmark' issues only) into new primary issues, out of the following senior FRNs that are maturing:

- **On or before mid-late 2024 for the "AA" rated ADIs (domestic major banks);**
- On or before mid-late 2023 for the "A" rated ADIs; and
- Within 6-9 months for the "BBB" rated ADIs (consider case by case).

Investors holding onto the above senior FRNs ('benchmark' issues only) in their last few years are now generally holding sub-optimal investments and are not maximising returns by foregoing realised capital gains. In the current challenging economic environment, any boost in overall returns should be locked in when it is advantageous to do so, particularly as switch opportunities become available.

Primary (new) FRNs are now looking more appealing and should be considered on a case by case scenario.

Senior Fixed Bonds – ADIs (Secondary Market)

As global inflationary pressures have escalated, this has seen a significant lift in longer-term bond yields (valuations fell) as markets have reacted accordingly.

This has resulted in some opportunities in the secondary market. We currently see value in the following fixed bond lines, with the majority now being marked at a significant discount to par (please note supply in the secondary market may be limited on any day):

ISIN	Issuer	Rating	Capital Structure	Maturity Date	~Remain. Term (yrs)	Fixed Coupon	Indicative Yield
AU3CB0255776	ING	AAA	Covered	07/09/2023	0.77	3.00%	4.12%
AU3CB0258465	Westpac	AA-	Senior	16/11/2023	0.96	3.25%	4.05%
AU3CB0265403	Suncorp	AA-	Senior	30/07/2024	1.66	1.85%	4.49%
AU3CB0265593	Macquarie	A+	Senior	07/08/2024	1.70	1.75%	4.57%
AU3CB0265718	ING	AAA	Covered	20/08/2024	1.72	1.45%	4.40%
AU3CB0266179	ANZ	AA-	Senior	29/08/2024	1.74	1.55%	4.27%
AU3CB0266377	Bendigo	BBB+	Senior	06/09/2024	1.77	1.70%	4.53%
AU3CB0268027	BoQ	BBB+	Senior	30/10/2024	1.91	2.00%	4.71%
AU3CB0269710	ANZ	AA-	Senior	16/01/2025	2.13	1.65%	4.37%
AU3CB0269892	NAB	AA-	Senior	21/01/2025	2.13	1.65%	4.37%
AU3CB0270387	Macquarie	A+	Senior	12/02/2025	2.20	1.70%	4.74%
AU3CB0287415	Westpac	AA-	Senior	17/03/2025	2.29	2.70%	4.35%
AU3CB0291508	Westpac	AA-	Senior	11/08/2025	2.69	3.90%	4.37%
AU3CB0291672	CBA	AA-	Senior	18/08/2025	2.71	4.20%	4.39%
AU3CB0293157	Suncorp	AAA	Covered	17/10/2025	2.88	4.85%	4.82%
AU3CB0293744	ANZ	AA-	Senior	04/11/2025	2.93	4.95%	4.45%
AU3CB0280030	BoQ	BBB+	Senior	06/05/2026	3.41	1.40%	5.08%
AU3CB0282358	ING	AAA	Covered	19/08/2026	3.71	1.10%	4.68%
AU3CB0284149	BoQ	BBB+	Senior	27/10/2026	3.90	2.10%	5.08%
AU3CB0286037	Westpac	AA-	Senior	25/01/2027	4.15	2.40%	4.67%

Economic Commentary

International Market

Investors have focused their attention on the US Fed messaging emphasising the likely need to move towards a lower pace of rate hikes. This helped market sentiment and risk assets over November.

The US Fed hiked the Funds rate by 75bp (as expected) and while the Fed will continue to tighten policy to *"attain a stance of monetary policy that is sufficiently restrictive to return inflation to 2% over time"*, it now does not mean super-sized rate hikes at each meeting as the Fed *"will take into account the cumulative tightening of monetary policy, the lags with which monetary policy affects economic activity and inflation, and economic and financial developments"*.

Across equity markets, the S&P 500 Index gained +5.38%, while the NASDAQ added +4.37%. Europe's main indices also surged, led by Germany's DAX (+8.63%), France's CAC (+7.53%), and UK's FTSE (+6.74%).

US CPI for October printed softer than expected, with both the headline and core measures undershooting consensus by 0.2% to print at +0.4% and +0.3% m/m respectively. In annualised terms, they came in +7.7% for the headline and +5.4% for core reading respectively. The US unemployment rate ticked up 0.2% to 3.7% against 3.6% expected.

The Bank of England board voted to lift interest rates by 75bp to 3%, in its most forceful act to tame the now double-digit inflation since 1989. UK inflation data came in on the high side of expectations at +2.0% m/m (+1.8% consensus) and +11.1% y/y (+10.7% consensus).

Eurozone inflation came in high (+10.7% y/y vs. 10.3% expected). Across Europe, Q3 GDP was slightly stronger than expected at +0.2% q/q against the +0.1% consensus. ECB President Lagarde repeated the mantra that the policy rate might need to head into restrictive territory to drive inflation back down to target, even given the rising risk of recession, *"withdrawing accommodation may not be enough"*.

The global energy crisis is as bad as the 1970s, the OECD says, with spending on electricity, natural gas and coal forecast to double year-on-year to the highest level in more than four decades.

New Zealand's central bank is forecasting a recession in 2023, which is seen as being *"necessary to return inflation to target over the forecast period"*. The RBNZ lifted rates by 75bp to 4.25% and forecast a peak of around 5.50% by mid-2023.

The MSCI World ex-Aus Index rose +6.69% for the month of November:

Index	1m	3m	1yr	3yr	5yr	10yr
S&P 500 Index	+5.38%	+3.16%	-10.66%	+9.11%	+9.03%	+11.16%
MSCI World ex-AUS	+6.69%	+3.59%	-12.47%	+5.98%	+5.65%	+7.76%
S&P ASX 200 Accum. Index	+6.58%	+6.04%	+5.00%	+5.93%	+8.20%	+9.37%

Source: S&P, MSCI

Domestic Market

The RBA raised interest rates by 25bp (to 2.85%) in November for the second consecutive Board meeting as widely expected. Their accompanying statement emphasised the lags in monetary policy and the material increase in interest rates since May. Along with the Board's intention to increase interest rates further over the period ahead, this likely supports the continuation of rate rises of 25bp increments.

The RBA also lowered its outlook for economic growth in response to higher rates and now expects inflation to peak at around 8% later this year, slightly up from a previous expectation of 7.75%.

The wage price index (WPI) rose +1.0% q/q and +3.1% y/y, both above the consensus forecasts for +0.9% q/q and the RBA's implied forecast track of +0.8-0.9% q/q.

Employment growth beat expectations at +32.2k in October (consensus +15.0k). The unemployment rate fell by 0.1% to 3.4% from 3.5%. The participation rate remain unchanged at 66.5%.

Retail sales fell -0.2% m/m in October (consensus +0.5%), the first decline in nominal spend this year.

Housing credit growth remained at +0.5% m/m, though is slowing with the 3-month annualised now running at 5.8% from 8.6% in early 2022. Meanwhile dwelling prices were down -1.2% m/m in October with falls led by Brisbane (-2.0% m/m), Sydney (-1.3% m/m) and Melbourne (-0.8% m/m).

The trade surplus rose more than expected in September to \$12.4bn (consensus \$9bn). Exports bounced +7.0% m/m to \$60.6bn on higher iron ore and LNG, just below their record high of \$61.5bn in June.

Food prices are set to rise between 6-8% in both 2023 and 2024, unless there is a plan to stabilise food prices, according to Independent Food Distributors Australia. Supply chain disruptions, labour shortages and natural disasters are cited as pushing up the cost of food.

The Australian dollar gained +4.33%, finishing the month at US66.98 cents (from US64.20 cents the previous month).

Credit Market

The global credit indices tightened significantly over November in the 'risk-on' environment. They are now back to their levels earlier this year:

Index	November 2022	October 2022
CDX North American 5yr CDS	77bp	90bp
iTraxx Europe 5yr CDS	92bp	114bp
iTraxx Australia 5yr CDS	91bp	130bp

Source: Markit

Fixed Interest Review

Benchmark Index Returns

Index	November 2022	October 2022
Bloomberg AusBond Bank Bill Index (0+YR)	+0.25%	+0.24%
Bloomberg AusBond Composite Bond Index (0+YR)	+1.55%	+0.93%
Bloomberg AusBond Credit FRN Index (0+YR)	+0.42%	+0.16%
Bloomberg AusBond Credit Index (0+YR)	+1.35%	+0.39%
Bloomberg AusBond Treasury Index (0+YR)	+1.43%	+1.22%
Bloomberg AusBond Inflation Gov't Index (0+YR)	+2.48%	+4.06%

Source: Bloomberg

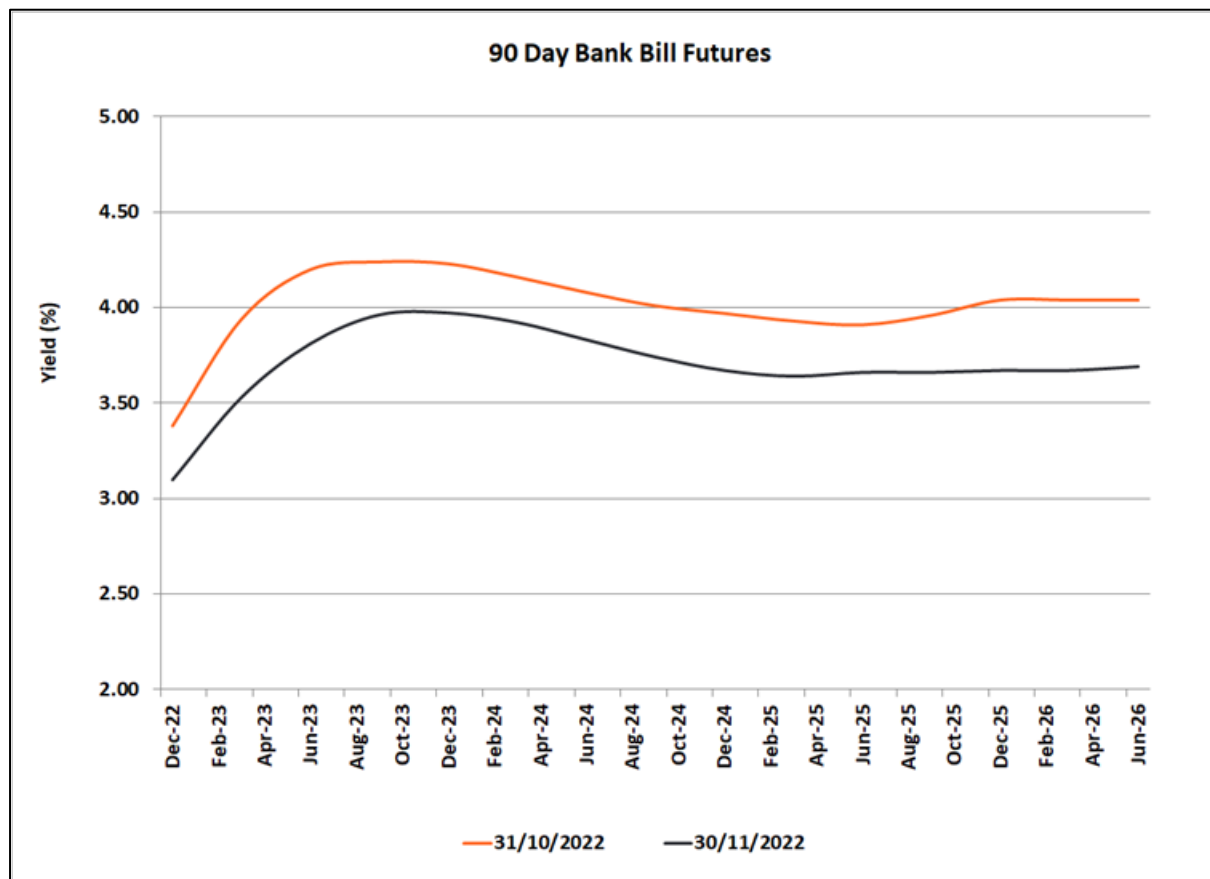
Other Key Rates

Index	November 2022	October 2022
RBA Official Cash Rate	2.85%	2.60%
90 Day (3 month) BBSW Rate	3.09%	3.08%
3yr Australian Government Bonds	3.17%	3.29%
10yr Australian Government Bonds	3.53%	3.76%
US Fed Funds Rate	3.75%-4.00%	3.00%-3.25%
3yr US Treasury Bonds	4.13%	4.45%
10yr US Treasury Bonds	3.68%	4.10%

Source: RBA, AFMA, US Department of Treasury

90 Day Bill Futures

Over November, bill futures fell across the board following the movement in the bond market, with the market reacting to the possibility of a lower pace of future rate hikes by several global central banks. The markets continue to factor in the possibility of a global recession over the next few years, highlighted by the drop in the futures pricing in early 2024:



Source: ASX

Fixed Interest Outlook

The world's leading economies continue to face steep challenges, with countries that account for about one-third of global GDP is poised to contract this year or next, shaped by the Russian invasion of Ukraine and a cost-of-living crisis caused by persistent and broadening inflation pressures, and the slowdown in China.

By downshifting the pace of hikes, central banks are acknowledging that decisions are becoming more finely balanced as they tread a fine line of returning inflation to target, while avoiding significantly overtightening policy and slowing the economy more than needed. The logic of front-loading the hiking cycle has enabled central banks to move away from accommodative setting quickly, but with the level of rates higher, central banks can buy time to assess how the economy is responding to higher rates/tighter financial conditions, and the cut to real incomes from too high inflation.

US Fed pricing expectations are little changed with 50bp of hikes expected in December and a peak in the funds rate seen just above 5% half-way through next year (around 5.00% in June 2023). US Fed Chair Powell noted that as policy moves into restrictive territory it becomes appropriate to slow the pace of increases and this could be as soon as *"next meeting or the one after that"*.

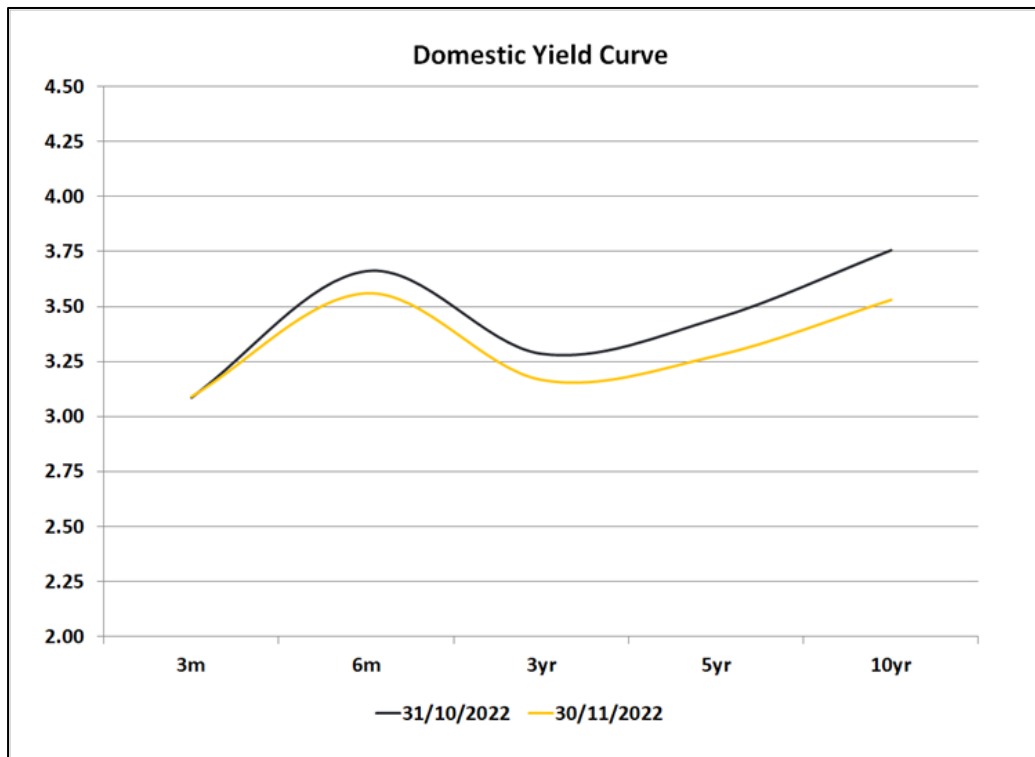
Domestically, after lifting rates by 25bp to 2.85% in November, the RBA's statement emphasises the lags in monetary policy and the material increase in interest rates since May. Along with the Board's intention to increase interest rates further over the period ahead, this likely supports the continuation of rate rises of 25bp increments.

The recent smaller sized rate rises in Australia relative to other countries likely reflects a combination of factors:

- Monthly meetings for the RBA;
- That much of the inflation is not domestically sourced;
- Importantly that wages in Australia continue to be better behaved than in other countries;
- That Australia's mortgage market is predominantly variable (or relatively short term, fixed rate loans).

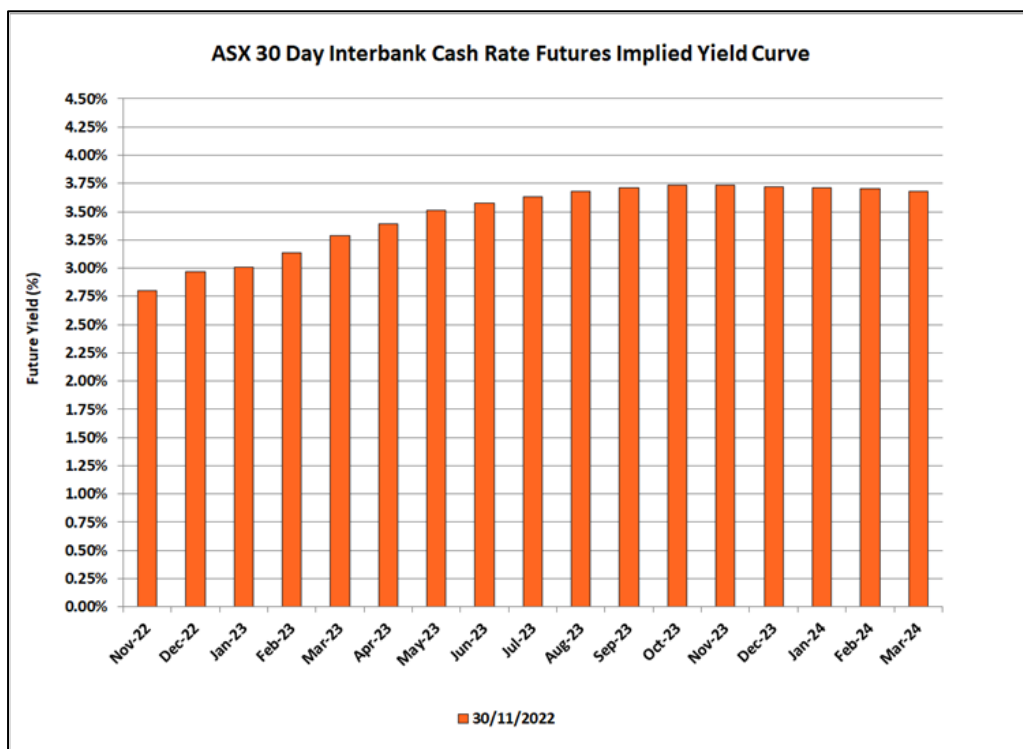
In combination with Australia's high level of housing debt, this in theory makes monetary policy extremely effective and suggests the peak (or terminal) cash rate in Australia will be lower than in the US.

Over the month, yields fell up to 23bp at the long-end of the curve:



Source: AFMA, ASX, RBA

Markets are currently pricing in around 4 additional rate rises into 2023 (up to 3%). Fears of a looming global recession have actually seen rate cuts start to be priced in towards the second half of 2023, although this seems unlikely for now.



Source: ASX

Disclaimer

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Imperium Markets charges a flat fee for our investment advice. Any commissions received are rebated to clients in full. If you choose a product provider who uses our market platform, the product provider pays us 1bp p.a. funding fee of the value of the investments transacted.

Walgett Shire Council
Quarterly Budget Review Statement
for the period 1 July 2022 to 30 September 2022

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Walgett Shire Council for the quarter ended 30 September 2022 indicates that Council's projected financial position at 30 June 2023 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: 
Shirley Burraston
Acting Responsible Accounting Officer

Dated: 14/12/2022

Divisions	Comments	Net Budget (Surplus) /Deficit		
		Income	Expenditure	
	September 2022 Quarterly Budget Review Major Amendments			
Governance and Executive				
Australia Day Grant	Grant funding received offsetting existing budgeted expenditure	(23,636)		(23,636)
Rates General	Adjustments to actual in line with rates levied	74,303		74,303
Financial Assistance Grant (FAG) General Component	Adjustment to reflect 75% advance received in last financial year offset by transfer from reserve	83,357		83,357
Interest Received from Banks	Increased income based on rapid increase in return on investments in current year	(250,000)		(250,000)
Consultant Fees	Employment of a consultant to progress grants expenditure		150,000	150,000
Murray-Darling Basin Economic Development Grant	Receipt and expenditure of final grant allowance	(112,940)	112,940	0
Australian Opal Centre	Final milestone to Australian Opal Centre offset by transfer from reserves	(325,000)	325,000	0
Employment Subsidies	Receipt of increased employment subsidies	(47,796)		(47,796)
Lightning Ridge Oval Cottage	Increased budget offset by transfer from reserves	(40,000)	40,000	0
Corporate and Community Services				0
Matching Government Grants	Contingency expenditure transferred to offset grant agreement	(85,000)		(85,000)
Administration Staff Contractors	Employment of consultants to carry out additional duties due to staff shortages offset by savings on salaries	(387,338)	250,000	(137,338)
Accounting Software Upgrade	Upgrade of accounting package expenditure offset by transfer from reserves	(99,198)	99,198	0
General Legal Expenses	Increased budget to reflect current expectations of expenditure		20,000	20,000
Debtor Collection/Recovery Costs	Increased income expected on re-commencing debt recovery after Covid19 restrictions imposed by OLG	(30,000)	70,548	40,548
Information Technology	Increased expenditure for Cyber Security and budget offset by reserve for website upgrade	(55,500)	69,024	13,524
Insurance Claims	Increased expenditure offset by claims payments	(416,169)	360,712	(55,457)
Recreational and Cultural Buildings	Increased expenditure due to current climatic conditions		76,973	76,973
Swimming Pool Contracts	New contracts signed for Walgett and Collarenebri Swimming Pool Management		59,368	59,368
Other Community Services	Grant funding received for community events offset by increased income and transfers from reserves	(338,596)	338,596	0
Library Priority Programs	Transfers from reserves to cover building renewals at libraries	(115,183)	115,183	0
Computer and Software Capital Expenditure	Renewal of computer equipment and purchase of reporting software partially offset by reserves	(15,525)	35,525	20,000
Capital Works program	Recognition of grant funded capital projects with increased expenditure and transfers from unspent grants and other reserves	(5,981,371)	6,532,904	551,533
Environmental and Planning Services				0
General Staff - Salaries & Wages	Recognition of staff shortages saving in expenditure		(150,000)	(150,000)
EPlanning Application Tracking Project	Transfers from reserves to complete Eplanning project	(103,119)	103,119	0
Walgett Cemetery (SCCF)	Completion of Walgett Cemetery upgrade offset by grant funding and transfer from unspent grant reserve	(247,825)	247,825	0

Divisions	Comments	Net Budget		
		Income	Expenditure	(Surplus) /Deficit
Waste Management				0
Waste Income	Increased returns from investments and landfill gate charges	(101,142)		(101,142)
Walgett and Lightning Ridge landfill management contracts	Higher than expected increase to CPI on contracts		77,688	77,688
Technical and Engineering Services				0
Walgett Levee Maintenance	Increased maintenance in preparation for flooding events		100,000	100,000
Walgett Ovals (1,2,3)	Increased maintenance due to current climatic conditions		50,000	50,000
Federal Assistance Grant (FAG) - Roads	Recognition of receipt of 75% advance on grant in previous financial year offset by transfer from reserves	(1,672,294)	1,675,675	3,381
Local Roads - Urban	Changes to expected expenditure due to current climatic conditions offset by adjustments with other budgeted works		64,605	64,605
Regional Roads Operations	Net impact of increased grant funding across all regional roads operations and capital works programs	(43,452)	22,342	(21,110)
Flood Damage	Projected expenditure on flood damage repair works offset by grant income predicted including allowance for contracted Council contribution	(2,119,801)	2,205,412	85,611
Capital Works program	Recognition of grant funded capital projects with increased expenditure and transfers from unspent grants and other reserves	(21,222,953)	21,331,831	108,878
Water Services				0
Water Services operational income	Increased returns from investments and other income	(182,965)		(182,965)
Water Services operational expenditure	Increased maintenance and repairs scheduled		208,118	208,118
Water Security Walgett (weir)	Completion of improvements to Walgett Weir offset by increased income from grant	(514,500)	514,500	0
Sewer Services				0
Sewer Services operational income	Increased returns from investments and other income	(125,727)		(125,727)
Sewer Services operational expenditure	Increased maintenance and repairs scheduled		102,000	102,000
Walgett Mains renewal	Renewal of sewer mains added to program offset by transfer from reserves	(24,816)	24,816	0
				0
Sewer Services				

June 2020-21 QBR proposed changes

Gov	(434,259)	
Corp	485,884	
Env	(145,000)	
Waste (NDWM)	(2,883)	
Waste (DWM)	(441)	
Tech	478,907	
<u>Subtotal</u>	<u>382,208</u>	<i>Deficit</i>
Water	0	
<u>Subtotal</u>	<u>0</u>	<i>Deficit</i>
Sewer	0	
<u>Subtotal</u>	<u>0</u>	<i>Deficit</i>

	Original Budget	C/forward	QBR Sept	QBR Dec	QBR March	QBR June	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining
Operating Income											
Governance	(11,775,301)	0	0	0	0	0	0	3,426,367	(8,348,934)	(6,472,085)	(1,876,849)
Corporate	(1,186,501)	0	0	0	0	0	0	(521,493)	(1,707,994)	(217,294)	(1,490,700)
Environmental	(253,116)	0	0	0	0	0	0	0	(253,116)	(59,939)	(193,177)
Waste (NDWM)	(338,973)	0	0	0	0	0	0	(20,228)	(359,201)	(315,716)	(43,486)
Waste (DWM)	(1,355,892)	0	0	0	0	0	0	(80,914)	(1,436,806)	(1,262,863)	(173,942)
Tech	(14,486,702)	0	0	0	0	0	0	(441,040)	(14,927,742)	(3,175,117)	(11,752,625)
Water	(2,888,688)	0	0	0	0	0	0	(697,465)	(3,586,153)	(1,873,217)	(1,712,936)
Sewer	(1,032,191)	0	0	0	0	0	0	(125,727)	(1,157,918)	(993,794)	(164,124)
Total Operating Income	(33,317,364)	0	0	0	0	0	0	1,539,500	(31,777,864)	(14,370,025)	(17,407,839)
Operating Expense											
Governance	2,870,533	0	0	0	0	0	0	616,880	3,487,413	879,078	2,608,335
Corporate	7,559,874	0	0	0	0	0	0	962,368	8,522,242	2,023,460	6,498,782
Environmental	1,342,143	0	0	0	0	0	0	(32,550)	1,309,593	157,608	1,151,985
Waste (NDWM)	375,828	0	0	0	0	0	0	17,346	393,174	179,380	213,794
Waste (DWM)	1,503,313	0	0	0	0	0	0	69,382	1,572,695	717,519	855,176
Tech	17,405,286	0	0	0	0	0	0	2,483,363	19,888,649	2,771,599	17,117,050
Water	3,379,772	0	0	0	0	0	0	208,118	3,587,890	457,118	3,130,772
Sewer	1,076,578	0	0	0	0	0	0	102,000	1,178,578	140,917	1,037,661
Total Operating Expense	35,513,327	0	0	0	0	0	0	4,426,907	39,940,234	7,326,679	32,613,555
Capital Income											
Governance	0	0	0	0	0	0	0	0	0	0	0
Corporate	(90,000)	0	0	0	0	0	0	(4,645,047)	(4,735,047)	(775,000)	(3,960,047)
Environmental	(200,000)	0	0	0	0	0	0	(129,121)	(329,121)	0	(329,121)
Waste (NDWM)	0	0	0	0	0	0	0	0	0	0	0
Waste (DWM)	0	0	0	0	0	0	0	0	0	0	0
Tech	(238,000)	0	0	0	0	0	0	(16,305,330)	(16,543,330)	(620,033)	(15,923,297)
Water	(1,200,000)	0	0	0	0	0	0	0	(1,200,000)	(14,937)	(1,185,063)
Sewer	0	0	0	0	0	0	0	0	0	0	0
Total Capital Income	(1,728,000)	0	0	0	0	0	0	(21,079,498)	(22,807,498)	(1,409,970)	(21,397,528)

	Original Budget	C/forward	QBR Sept	QBR Dec	QBR March	QBR June	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining
Capital Expense											
Governance	461,020	0	0	0	0	0	0	40,000	501,020	15,252	485,768
Corporate	922,526	0	0	0	0	0	0	6,568,429	7,490,955	670,688	6,820,267
Environmental	282,000	0	0	0	0	0	0	252,825	534,825	190,054	344,771
Waste (NDWM)	0	0	0	0	0	0	0	0	0	0	0
Waste (DWM)	0	0	0	0	0	0	0	0	0	0	0
Tech	5,402,267	0	0	0	0	0	0	21,331,831	26,734,098	4,702,304	22,031,794
Water	1,925,765	0	0	0	0	0	0	514,500	2,440,265	285,985	2,154,280
Sewer	500,000	0	0	0	0	0	0	24,816	524,816	216,175	308,641
Total Capital Expense	9,493,578	0	0	0	0	0	0	28,732,401	38,225,979	6,080,459	32,145,520
Net Reserves											
Governance	110,433	0	0	0	0	0	0	(4,517,506)	(4,407,073)	0	(4,407,073)
Corporate	(100,000)	0	0	0	0	0	0	(1,878,373)	(1,978,373)	0	(1,978,373)
Environmental	(88,800)	0	0	0	0	0	0	(236,154)	(324,954)	0	(324,954)
Waste (NDWM)	0	0	0	0	0	0	0	0	0	0	0
Waste (DWM)	(27,782)	0	0	0	0	0	0	11,090	(16,692)	0	(16,692)
Tech	(1,291,085)	0	0	0	0	0	0	(6,589,917)	(7,881,002)	0	(7,881,002)
Water	(403,051)	0	0	0	0	0	0	(25,153)	(428,204)	0	(428,204)
Sewer	(103,017)	0	0	0	0	0	0	(1,089)	(104,106)	0	(104,106)
Total Net Reserves Transfers	(1,903,302)	0	0	0	0	0	0	(13,237,102)	(15,140,404)	0	(15,140,404)
Result											
Governance	(8,333,315)	0	0	0	0	0	0	(434,259)	(8,767,574)	(5,577,755)	(3,189,819)
Corporate	7,105,899	0	0	0	0	0	0	485,884	7,591,783	1,701,855	5,889,928
Environmental	1,082,227	0	0	0	0	0	0	(145,000)	937,227	287,723	649,504
Waste (NDWM)	36,855	0	0	0	0	0	0	(2,883)	33,972	(136,336)	170,309
Waste (DWM)	119,639	0	0	0	0	0	0	(441)	119,198	(545,344)	664,542
Tech	6,791,766	0	0	0	0	0	0	478,907	7,270,673	3,678,753	3,591,920

	Original Budget	C/forward	QBR Sept	QBR Dec	QBR March	QBR June	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining
Water	813,798	0	0	0	0	0	0	0	813,798	(1,145,051)	1,958,849
Sewer	441,370	0	0	0	0	0	0	0	441,370	(636,702)	1,078,072
Result Including Depreciation	8,058,239	0	0	0	0	0	0	382,208	8,440,447	(2,372,857)	10,813,304
Depreciation											
Governance	0								0		0
Corporate	1,139,009		0	0	0	0	0	0	1,139,009	0	1,139,009
Environmental	0	0	0	0	0	0	0	0	0	0	0
Waste (NDWM)	34,492	0	0	0	0	0	0	0	34,492	0	34,492
Waste (DWM)	137,970	0	0	0	0	0	0	0	137,970	0	137,970
Tech	4,763,053	0	0	0	0	0	0	0	4,763,053	0	4,763,053
Water	865,686	0	0	0	0	0	0	0	865,686	0	865,686
Sewer	445,872	0	0	0	0	0	0	0	445,872	0	445,872
Total Depreciation	7,386,082	0	0	0	0	0	0	0	7,386,082	0	7,386,082
Result (no depreciation)											
Governance	(8,333,315)	0	0	0	0	0	0	(434,259)	(8,767,574)	(5,577,755)	(3,189,819)
Corporate	5,966,890	0	0	0	0	0	0	485,884	6,452,774	1,701,855	4,750,919
Environmental	1,082,227	0	0	0	0	0	0	(145,000)	937,227	287,723	649,504
Waste (NDWM)	2,363	0	0	0	0	0	0	(2,883)	(520)	(136,336)	135,816
Waste (DWM)	(18,331)	0	0	0	0	0	0	(441)	(18,772)	(545,344)	526,573
Tech	2,028,713	0	0	0	0	0	0	478,907	2,507,620	3,678,753	(1,171,133)
Water	(51,888)	0	0	0	0	0	0	0	(51,888)	(1,145,051)	1,093,163
Sewer	(4,502)	0	0	0	0	0	0	0	(4,502)	(636,702)	632,200
Result Excluding Depreciation	672,157	0	0	0	0	0	0	382,208	1,054,365	(2,372,857)	3,427,222
General Fund (incl NDWM)	746,878	0	0	0	0	0	0	382,649	1,129,527	(45,761)	1,175,287
Waste (DWM)	(18,331)	0	0	0	0	0	0	(441)	(18,772)	(545,344)	526,573
Water	(51,888)	0	0	0	0	0	0	0	(51,888)	(1,145,051)	1,093,163
Sewer	(4,502)	0	0	0	0	0	0	0	(4,502)	(636,702)	632,200
Result by Fund (Excl Depn)	672,157	0	0	0	0	0	0	382,208	1,054,365	(2,372,857)	3,427,222

<u>General Manager</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Councillor Expenditure								
Revenue								
11.00101.1305	Grant - Australia Day	0	0	(23,636)	(23,636)	0	(23,636)	0%
Sub Total		0	0	(23,636)	(23,636)	0	(23,636)	0%
Expense								
11.01010.1231	Car Running Costs Mayoral Motor Vehicle	50,349	0		50,349	1,388	48,961	3%
11.01010.1300	Deputy Mayoral Allowance	6,832	0		6,832	1,150	5,682	17%
11.01010.1302	Delegates Expenses	1,146	0		1,146	0	1,146	0%
11.01010.1305	Australia Day Celebrations	35,000	0		35,000	0	35,000	0%
11.01010.1306	Mayor's Xmas Luncheon	555	0		555	0	555	0%
11.01010.1307	Mayoral Allowance	20,495	0		20,495	3,450	17,045	17%
11.01010.1313	Councillor Training	1,146	0		1,146	0	1,146	0%
11.01010.1314	Corporate Planning	1,146	0		1,146	0	1,146	0%
11.01010.1317	Councillor Office Expenses	11,464	0		11,464	1,620	9,844	14%
11.01010.1320	Newsletter to Residents	14,117	0		14,117	0	14,117	0%
11.01010.1321	Local Government Associations Memberships	43,391	0		43,391	14,188	29,203	33%
11.01010.1323	Annual Community and Staff Surveys	22,019	0		22,019	0	22,019	0%
11.01010.1330	Complaints / Code of Conduct Reviews	10,888	0		10,888	2,025	8,863	19%
11.01010.1402	Meeting & Visitor Expenses	0	0	3,000	3,000	482	2,518	16%
11.01010.1404	Civic Receptions & Functions	4,433	0		4,433	2,095	2,338	47%
11.01010.1453	Councillor Allowances - Councillor 1	12,432	0	218	12,650	2,108	10,542	17%
11.01010.1454	Councillor Allowances - Councillor 2	12,432	0	218	12,650	2,108	10,542	17%
11.01010.1455	Councillor Allowances - Councillor 3	12,432	0	218	12,650	2,108	10,542	17%
11.01010.1457	Councillor Allowances - Councillor 4	12,432	0	218	12,650	2,108	10,542	17%
11.01010.1458	Councillor Allowances - Councillor 5	12,432	0	218	12,650	2,108	10,542	17%
11.01010.1459	Councillor Allowances - Councillor 6	12,432	0	218	12,650	2,108	10,542	17%
11.01010.1460	Councillor Allowances - Councillor 7	12,432	0	218	12,650	2,108	10,542	17%
11.01010.1463	Councillor Allowances - Councillor 8	12,432	0	218	12,650	2,108	10,542	17%
11.01010.1464	Councillor Allowances - Councillor 9	12,432	0	218	12,650	2,108	10,542	17%

<u>General Manager</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.01010.1469	Travelling, Accommodation & Meeting Expenses	22,793	0		22,793	7,234	15,559	32%
11.01010.2235	Cross Border Tourism Concept	5,000	0		5,000	0	5,000	0%
11.01010.2236	Local Government Shires Association Membership	46,685	0		46,685	29,086	17,599	62%
11.01010.6122	Councillors Superannuation	14,627	0	(5,087)	9,540	0	9,540	0%
	Sub Total	423,974	0	(125)	423,849	81,690	342,159	19%
Section 356 Donations and Subsidies								
Expense								
11.01010.1318	Corporate Radio Sponsorship	7,600	0		7,600	0	7,600	0%
11.01010.1405	Section 356 Expenditure - Community Assistance	30,000	0		30,000	4,868	25,132	16%
11.01010.1406	Subsidy - Fees and Charges Rebates, Local Churches	23,162	0		23,162	0	23,162	0%
11.01010.1410	Donation - Barwon Group CWA Medical Scholarship Scheme	10,000	0		10,000	0	10,000	0%
11.01010.1424	Section 356 Expenditure-Lightning Ridge Pool	299,399	0	4,327	303,726	151,863	151,863	50%
11.01010.1426	Section 356 Lightning Ridge Jewellery Design Award	3,500	0		3,500	3,500	0	100%
11.01010.1450	Jimmy Little - Art/Cultural Scholarship	10,000	0		10,000	0	10,000	0%
11.01010.1561	Country Education Foundation (Section 356)	10,000	0		10,000	10,000	0	100%
11.01010.1567	Section 356 - L/Ridge Diving Pool	68,530	0	990	69,520	34,760	34,760	50%
11.01010.1568	Section 356 - L/Ridge Sports Center	59,965	0	865	60,830	30,415	30,415	50%
11.01010.2242	Section 356 Lightning Ridge Opal Queen	5,000	0		5,000	0	5,000	0%
11.01010.2243	Section 356 Walgett Show Photo Competition	5,000	0		5,000	0	5,000	0%
11.01010.2256	Cont. - LR Easter Festival	10,000	0		10,000	0	10,000	0%
11.01010.2557	Section 356 - Tracks in Use	80,000	0		80,000	0	80,000	0%
11.01010.9907	Cls Geoffrey 'Dick' Colless Scholarship	10,000	0		10,000	0	10,000	0%
	Sub Total	632,156	0	6,182	638,338	235,406	402,932	37%
Total Governance		1,056,130	0	(17,579)	1,038,551	317,096	721,455	31%
Rates - General								
Income								
11.00017.0201	Business	(394,240)	0	23,461	(370,779)	(370,779)	0	100%
11.00017.0203	Residential - Walgett	(358,282)	0	15,562	(342,720)	(358,282)	15,562	105%
11.00017.0213	Residential - Lightning Ridge	(367,062)	0	(530)	(367,592)	(367,592)	0	100%
11.00017.0223	Residential - Collarenebri	(106,341)	0	19,673	(86,668)	(106,341)	19,673	123%

<u>General Manager</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.00017.0231	Residential - Other	(38,106)	0	(525)	(38,631)	(38,631)	0	100%
11.00017.0233	Residential - Burren Junction	(43,504)	0		(43,504)	(43,504)	0	100%
11.00017.0234	Residential - Cumborough	(12,048)	0		(12,048)	(12,048)	0	100%
11.00017.0235	Residential - Come-By-Chance/Rowena	(7,643)	0	(401)	(8,044)	(8,044)	0	100%
11.00017.0236	Residential - Carinda	(14,946)	0		(14,946)	(14,946)	0	100%
11.00017.0241	Rates - Rural Ordinary	(4,103,913)	0	35,075	(4,068,838)	(4,068,838)	0	100%
11.00017.0243	Residential - Preserved Opal Fields	(618,269)	0	(20,811)	(639,080)	(639,080)	0	100%
11.00017.0282	Pensioner Rebates - This Year	94,291	0	(1,286)	93,005	92,788	217	100%
11.00017.0295	Interest on Overdue Rates & Charges	(32,248)	0		(32,248)	(11,169)	(21,079)	35%
11.00017.8000	Council Property Rating Offset Account	107,054	0	2,406	109,460	109,460	0	100%
11.03836.2038	Rates - Write Off	1,437	0		1,437	0	1,437	0%
11.03836.2039	Interest - Write Off	20	0	1,679	1,699	137	1,562	8%
	Sub Total	(5,893,800)	0	74,303	(5,819,497)	(5,836,869)	17,372	100%
Untied Grants								
Income								
11.00018.0401	Financial Assistance Grant (FAG) General Component	(5,217,959)	0	3,786,436	(1,431,523)	(385,901)	(1,045,622)	27%
11.00018.0451	Pensioner Rebates - Subsidy	(51,624)	0		(51,624)	0	(51,624)	0%
	Sub Total	(5,269,583)	0	3,786,436	(1,483,147)	(385,901)	(1,097,246)	26%
Unrestricted Income								
Income								
11.00020.0191	Interest Received from Banks	(269,946)	0	(250,000)	(519,946)	(112,303)	(407,643)	22%
11.00020.0595	Other Income	(18,342)	0	0	(18,342)	(3,825)	(14,517)	21%
	Sub Total	(288,288)	0	(250,000)	(538,288)	(116,128)	(422,160)	22%
Total General Purpose Revenue		(11,451,671)	0	3,610,739	(7,840,932)	(6,338,898)	(1,502,034)	81%
Executive Services								
Income								
11.00102.0595	Executive Services Other income (CMCC reimbursement)	(46,350)	0		(46,350)	0	(46,350)	0%
	Sub Total	(46,350)	0	0	(46,350)	0	(46,350)	0%

<u>General Manager</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Expense								
11.01029.1101	Contract Packages Salaries Paid	287,217	0		287,217	65,442	221,775	23%
11.01029.1111	Senior Staff Performance Management	1,127	0		1,127	0	1,127	0%
11.01029.1210	General Staff - Salaries & Wages	266,617	0		266,617	57,655	208,962	22%
11.01029.1212	GM Professional Development	3,043	0		3,043	318	2,725	10%
11.01029.1213	GM LG Conferences	542	0	2,000	2,542	1,216	1,326	48%
11.01029.1214	GM Professional Association Membership	686	0		686	359	327	52%
11.01029.1261	Travelling & Accommodation	5,925	0		5,925	1,546	4,379	26%
11.01029.1267	Meeting Expenses	8,444	0		8,444	3	8,441	0%
11.01029.1310	CMCC reimbursible expenses	46,946	0		46,946	10,503	36,443	22%
11.01029.1501	Consultant Fees	0	0	150,000	150,000	7,741	142,259	5%
11.01029.1807	Plant Running Expenses	16,492	0		16,492	557	15,935	3%
11.01029.2097	Legal & Professional Advice	10,888	0		10,888	0	10,888	0%
	Sub Total	647,927	0	152,000	799,927	145,340	654,587	18%
Economic Development								
Income								
11.00162.1622	Community Promotional Events	(4,040)	0		(4,040)	(3,020)	(1,020)	75%
11.00162.2435	Murray-Darling Basin Economic Development Grant	0	0	(112,940)	(112,940)	0	(112,940)	0%
	Sub Total	(4,040)	0	(112,940)	(116,980)	(3,020)	(113,960)	0
Expense								
11.01030.1210	Salaries Wages & Oncosts	0	0		0	0	0	NA
11.01606.1261	Travel & Accommodation Expenses	2,888	0		2,888	0	2,888	0%
11.01606.1365	Economic Development Community Events	10,222	0		10,222	1,219	9,003	12%
11.01606.1369	Economic Development Grant Funded Events	2,097	0	10,000	12,097	0	12,097	0%
11.01606.1501	Consultant Fees	52,427	0		52,427	0	52,427	0%
11.01606.1579	Economic Incentive Scheme	91,000	0		91,000	0	91,000	0%
11.01606.1580	Main Street Incentives Scheme	0	0	10,000	10,000	10,909	(909)	109%
11.01606.1639	Australian Opal Centre	0	0	325,000	325,000	0	325,000	0%

<u>General Manager</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.01606.2435	Murray-Darling Basin Economic Development	0	0	112,940	112,940	0	112,940	0%
11.03562.1485	Museum Advisor	10,485	0		10,485	0	10,485	0%
	Sub Total	169,119	0	457,940	627,059	12,128	614,931	2%
Tourism								
Income								
Tourism Walgett								
11.00162.1620	Walgett Bulldust to Bitumen Festival	(3,000)	0		(3,000)	0	(3,000)	0%
11.00407.0732	Income - Tourism Sales	(10,835)	0		(10,835)	(4,815)	(6,020)	44%
11.00407.0734	Sales - Internet Fees	(6,693)	0		(6,693)	(313)	(6,380)	5%
Tourism Lightning Ridge								
11.00408.0715	Fees and Charges - Advertising	(1,506)	0		(1,506)	0	(1,506)	0%
11.00408.0732	Tourism Sales - Souvenirs, etc	(193,184)	0		(193,184)	(84,912)	(108,272)	44%
11.00408.0740	Revenue - Tourism Lightning Ridge - Commercial Rent	(4,559)	0		(4,559)	(1,210)	(3,349)	27%
	Sub Total	(219,777)	0	0	(219,777)	(91,250)	(128,527)	42%
Expense								
Tourism Walgett								
11.03563.1492	Walgett Bulldust to Bitumen Festival	10,000	0		10,000	0	10,000	0%
11.03763.1210	Salaries and Wages and on costs	107,358	0		107,358	26,377	80,981	25%
11.03763.1267	Meeting Expenses	0	0	400	400	100	300	25%
11.03763.1497	Tourism and Internet Operations	8,746	0		8,746	4,727	4,019	54%
11.03763.1501	Consultant Fees	54,714	0		54,714	0	54,714	0%
11.03763.2250	Marketing & Promotion	122,611	0		122,611	30,155	92,456	25%
11.03763.3851	Advertising & Publicity	8,559	0		8,559	300	8,259	4%
11.03763.3860	Souvenirs and Retail	8,668	0		8,668	400	8,268	5%
11.03763.3890	Tourism Industry Memberships	5,864	0		5,864	955	4,909	16%
11.03763.3895	Tourism - Collarenebri Agency	21,500	0		21,500	5,375	16,125	25%
Tourism Lightning Ridge								
11.03764.1210	General Staff - Salaries & Wages - LR Tourism	143,781	0		143,781	43,505	100,276	30%
11.03764.1220	Staff Replacement - LR Tourism	12,595	0		12,595	1,775	10,820	14%

<u>General Manager</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.03764.1261	Travelling & Accommodation	4,009	0		4,009	0	4,009	0%
11.03764.1267	Meeting Expenses	564	0		564	0	564	0%
11.03764.1273	Office Equipment Rent & Maintenance - LR Tourism	3,156	0		3,156	100	3,056	3%
11.03764.1288	Office Expenses - LR Tourism	3,457	0		3,457	914	2,543	26%
11.03764.2237	Subscriptions - Journals & Publications	3,224	0		3,224	1,800	1,424	56%
11.03764.2250	LR Tourism - Marketing & Promotion	3,946	0		3,946	150	3,796	4%
11.03764.3860	Souvenirs and Retail	127,947	0		127,947	28,713	99,234	22%
11.03764.3872	Lightning Ridge Information Centre Operations	11,272	0		11,272	975	10,297	9%
	Sub Total	661,971	0	400	662,371	146,321	516,050	22%
Human Resources								
Income								
11.00451.0497	Employment Subsidies	(3,030)	0	(47,796)	(50,826)	(38,917)	(11,909)	77%
11.00451.0630	Sundry Income	0	0		0	0	0	NA
	Sub Total	(3,030)	0	(47,796)	(50,826)	(38,917)	(11,909)	77%
Expense								
11.03451.1215	Staff Training	213,853	0		213,853	57,268	156,585	27%
11.03451.1216	Staff Conferences & Development	17,221	0		17,221	5,868	11,353	34%
11.03451.1220	Staff Replacement	55,783	0		55,783	19,170	36,613	34%
11.03451.1221	School to Work Program	30,000	0		30,000	3,654	26,346	12%
11.03451.1229	HR Program Development	2,293	0		2,293	0	2,293	0%
11.03451.1366	HR Legal & Complaints Matters	10,888	0		10,888	0	10,888	0%
11.03451.1501	Consultant Fees	5,348	0		5,348	300	5,048	6%
	Sub Total	335,386	0	0	335,386	86,260	249,126	26%
Indirect Labour Costs Recoveries								
Income								
11.00240.0919	Workers Comp Refunds	(50,433)	0		(50,433)	0	(50,433)	0%
	Sub Total	(50,433)	0	0	(50,433)	0	(50,433)	0%
Expense								
11.04964.1807	WH&S Plant Running Costs	29,953	0		29,953	3,098	26,855	10%
11.04964.2035	Contribution to Staff Xmas Functions	2,884	0		2,884	0	2,884	0%

<u>General Manager</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.04964.2045	Fringe Benefit Expense	91,800	0		91,800	25,736	66,064	28%
11.04964.6101	Annual Leave Expense	673,808	0		673,808	123,024	550,784	18%
11.04964.6104	Long Service Leave	171,616	0		171,616	36,613	135,003	21%
11.04964.6107	Sick Leave	334,518	0		334,518	98,117	236,401	29%
11.04964.6109	Workers Compensation Claims Excess	34,068	0		34,068	7,353	26,715	22%
11.04964.6110	Special Leave - Bereavement Leave	14,132	0		14,132	3,614	10,518	26%
11.04964.6112	Maternity Leave	12,017	0	(12,017)	0	0	0	NA
11.04964.6113	Public Holidays	270,867	0		270,867	6,747	264,120	2%
11.04964.6116	Wet Weather Pay	8,031	0	8,000	16,031	824	15,207	5%
11.04964.6122	Superannuation	722,299	0		722,299	186,380	535,919	26%
11.04964.6123	Superannuation Div B - Council Contr	19,475	0		19,475	3,488	15,987	18%
11.04964.6125	Employment Insurance Premiums (Workers Comp)	320,048	0		320,048	74,776	245,272	23%
11.04964.6130	DataPowder	2,500	0	(2,500)	0	0	0	NA
11.04964.6131	Staff Professional Membership	2,785	0	1,000	3,785	2,618	1,167	69%
11.04964.6133	Drug & Alcohol Testing	50,850	0		50,850	250	50,600	0%
11.04964.6134	Medical Tests	21,530	0		21,530	537	20,993	2%
11.04964.6135	Indoor Staff Uniforms	17,033	0		17,033	0	17,033	0%
11.04964.6136	Employee Assistance Program	7,157	0		7,157	780	6,377	11%
11.04964.6137	Personal Protection Equipment (PPE)	79,486	0		79,486	12,083	67,403	15%
11.04964.6138	Emergency Service Leave	2,268	0	1,000	3,268	0	3,268	0%
11.04964.6139	Employee Dedication Awards	1,168	0		1,168	0	1,168	0%
11.04964.6143	Consultative Committee Costs	1,168	0		1,168	0	1,168	0%
11.04964.6146	OH&S Committee Costs	2,336	0	4,000	6,336	2,567	3,769	41%
11.04964.6149	Industrial Relations Costs	4,800	0		4,800	0	4,800	0%
11.04964.6155	Special Leave	1,000	0	1,000	2,000	944	1,056	47%
11.04964.6200	On-cost recovery value	(3,226,472)	0	0	(3,226,472)	(502,517)	(2,723,955)	16%
11.04964.6301	Indirect Payroll Allowances	145,829	0		145,829	31,139	114,690	21%
11.04964.6302	Private Plant usage	181,046	0		181,046	53,762	127,284	30%
	Sub Total	0	0	483	483	171,933	(171,450)	35597%

<u>General Manager</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Capital Income								
Major Projects								
Expense								
11.10000.0181	Town & Villages Refurbishment Program	61,020	0		61,020	0	61,020	0%
11.10000.0189	Lightning Ridge Wetlands	100,000	0		100,000	0	100,000	0%
11.10000.0211	Lightning Ridge - Bird Hide	50,000	0		50,000	0	50,000	0%
11.10000.0214	Walgett Beautification	40,000	0		40,000	4,290	35,710	11%
11.10000.0238	Lightning Ridge Oval Cottage	150,000	0	40,000	190,000	0	190,000	0%
11.10000.0239	Parks Improvements	60,000	0		60,000	10,962	49,038	18%
	Sub Total	461,020	0	40,000	501,020	15,252	485,768	3%
Reserve Movements								
Income								
11.00101.9801	Transfer From Reserves - Housing Reserve	0	0	(40,000)	(40,000)	0	(40,000)	0%
11.00102.9802	Transfer From Reserves - FAG Advance	(3,630,470)	0	(320,356)	(3,950,826)	0	(3,950,826)	0%
11.00102.9808	Transfer From Reserves - Unspent Grants - Aus Day	0	0	(2,705)	(2,705)	0	(2,705)	0%
11.00102.9808	Transfer From Reserves - Unspent Grants Regional Sports	0	0	(10,000)	(10,000)	0	(10,000)	0%
11.00102.9808	Transfer from Reserves - Unspent Grant Aus Opal Centre	0	0	(325,000)	(325,000)	0	(325,000)	0%
11.00761.9801	Transfer From Reserves - Internal Restrictions	0	0	(116,366)	(116,366)	0	(116,366)	0%
	Sub Total	(3,630,470)	0	(814,427)	(4,444,897)	0	(4,444,897)	0%
Expense								
11.01010.1319	Council Election Provision	27,000	0		27,000	0	27,000	0%
11.01010.9919	Transfer to Reserves - FAG Advance	3,703,079	0	(3,703,079)	0	0	0	NA
11.04964.9919	Transfer to ELE Reserve	10,824	0		10,824	0	10,824	0%
	Sub Total	3,740,903	0	(3,703,079)	37,824	0	37,824	0%
SUMMARY								
	OPERATIONAL (SURPLUS)/DEFICIT	(8,904,768)	0	4,043,247	(4,861,521)	(5,593,007)	731,486	115%
	CAPITAL (SURPLUS)/DEFICIT	461,020	0	40,000	501,020	15,252	485,768	3%
	RESERVE MOVEMENTS	110,433	0	(4,517,506)	(4,407,073)	0	(4,407,073)	0%
	Executive & Governance Result (Profit)/Loss	(8,333,315)	0	(434,259)	(8,767,574)	(5,577,755)	(3,189,819)	64%

<u>General Manager</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Governance Summary								
	Operating Income	(11,775,301)	0	3,426,367	(8,348,934)	(6,472,085)	(1,876,849)	
	Operating Expense	2,870,533	0	616,880	3,487,413	879,078	2,608,335	
		(8,904,768)	0	4,043,247	(4,861,521)	(5,593,007)	731,486	
	Capital Income	0	0	0	0	0	0	
	Capital Expense	461,020	0	40,000	501,020	15,252	485,768	
	Net Reserves	110,433	0	(4,517,506)	(4,407,073)	0	(4,407,073)	
	Executive & Governance Result (Profit)/Loss	(8,333,315)	0	(434,259)	(8,767,574)	(5,577,755)	(3,189,819)	

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Administration								
Income								
11.00019.0630	Sundry /Other Income	(18,102)	0		(18,102)	0	(18,102)	0%
11.00019.0755	Sale of Surplus Items	(744)	0		(744)	0	(744)	0%
11.00029.0860	Freedom of Information	(262)	0		(262)	(40)	(222)	15%
	Sub Total	(19,108)	0	0	(19,108)	(40)	(19,068)	0%
Expense								
11.03805.0950	Matching Government Grants	85,000	0	(85,000)	0	0	0	NA
11.03805.1110	Administration Staff Contractors	150,464	0	250,000	400,464	78,859	321,605	20%
11.03805.1207	Financial Statements Prep. Overtime	12,385	0	(12,385)	0	0	0	NA
11.03805.1208	IP&R - Integrated Planning and Reporting	5,030	0		5,030	0	5,030	0%
11.03805.1210	Salaries and Wages including on-costs	1,315,145	0	(350,000)	965,145	217,170	747,975	23%
11.03805.1261	Travelling & Accommodation	1,705	0		1,705	0	1,705	0%
11.03805.1264	Receipts Rounding Account	10	0		10	2	8	20%
11.03805.1267	Meeting Expenses	218	0		218	0	218	0%
11.03805.1279	Accounting Software Upgrade	0	0	99,198	99,198	54,852	44,346	55%
11.03805.1288	Office & Sundry Expenses	238,988	0		238,988	55,336	183,652	23%
11.03805.1501	Consultant Fees	1,634	0		1,634	0	1,634	0%
11.03805.1570	Internal Audit	41,942	0		41,942	0	41,942	0%
11.03805.1807	Car Running Costs	13,360	0		13,360	1,971	11,389	15%
11.03805.2097	General Legal Expenses	10,485	0	20,000	30,485	14,054	16,431	46%
11.03805.2207	Debtor Collection/Recovery Costs	3,041	0		3,041	0	3,041	0%
11.03805.2425	Procurement Services	61,800	0		61,800	0	61,800	0%
11.03805.4950	Administration Charge - Internal	(366,742)	0	270	(366,472)	(91,618)	(274,854)	25%
	Sub Total	1,574,465	0	(77,917)	1,496,548	330,626	1,165,922	22%
Finance Section								
Income								
11.00019.0299	LIRS Interest Subsidy Received	(45,969)	0		(45,969)	0	(45,969)	0%
11.00019.0501	Section 603 Certificate Fees	(16,793)	0		(16,793)	(3,420)	(13,373)	20%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.00019.0615	Legal Income	(20,666)	0	(30,000)	(50,666)	140	(50,806)	0%
11.00029.0919	Sundry Income	(28)	0		(28)	0	(28)	0%
	Sub Total	(83,456)	0	(30,000)	(113,456)	(3,280)	(110,176)	3%
Expense								
11.03816.1040	Bank Fees	30,708	0		30,708	7,106	23,602	23%
11.03816.1366	Consultancy Fees	22,660	0	(22,660)	0	0	0	NA
11.03816.1513	Audit Fees	78,155	0		78,155	(1,644)	79,799	-2%
11.03816.1514	Auditors Services Other	4,120	0		4,120	0	4,120	0%
11.03816.2237	Subscriptions - Journals & Publications	2,060	0		2,060	0	2,060	0%
	Sub Total	137,703	0	(22,660)	115,043	5,462	109,581	5%
Rates and Water Billing								
Expense								
11.03836.1262	Ratepayer Information Resources	57,406	0	(32,000)	25,406	512	24,894	2%
11.03836.1366	Consultancy Fees	2,293	0	(2,293)	0	0	0	NA
11.03836.1367	Legal Fees - Rates Collection	29,913	0		29,913	0	29,913	0%
11.03836.1368	Rate Collection / Recovery Cost	14,242	0		14,242	4,072	10,170	29%
11.03836.2040	Legal Fees Write Off	4,586	0		4,586	0	4,586	0%
11.03836.2201	Bad Debts Written Off (Debtors)	3,500	0		3,500	0	3,500	0%
11.03836.2207	Debtor Collection/Recovery Costs	1,069	0	60,548	61,617	101	61,516	0%
11.03836.2209	Costs of Sale of Land - Unpaid Rates 713	0	0	10,000	10,000	0	10,000	0%
11.03836.2210	Valuation Fee	41,823	0	782	42,605	0	42,605	0%
11.03836.2211	Rate Collection Fees	11,827	0		11,827	3,739	8,088	32%
	Sub Total	166,659	0	37,037	203,696	8,424	195,272	4%
Information Technology								
Expense								
11.03823.1279	Computer Expendables	9,171	0		9,171	0	9,171	0%
11.03823.1971	Licensing	213,909	0		213,909	74,370	139,539	35%
11.03823.1972	Cyber Security	7,720	0	29,034	36,754	6,452	30,302	18%
11.03823.2237	Subscriptions	3,439	0		3,439	3,000	439	87%
11.03823.2329	Lease Payments inc interest	59,067	0		59,067	10,234	48,833	17%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.03823.2333	Managed Service	93,846	0		93,846	14,128	79,718	15%
11.03823.3824	Council Server Rental	20,510	0	(20,510)	0	0	0	NA
11.03823.3825	Website Upgrade	5,833	0	55,500	61,333	61,333	0	100%
11.03823.3831	CCTV installations and maintenance	0	0	5,000	5,000	2,817	2,183	56%
11.03823.4975	IT support General	11,464	0		11,464	2,336	9,128	20%
	Sub Total	424,959	0	69,024	493,983	174,670	319,313	35%
Record Services								
Expense								
11.03853.1276	Records Disposal and Control	2,293	0		2,293	298	1,995	13%
	Sub Total	2,293	0	0	2,293	298	1,995	13%
Risk Management								
Income								
11.00666.0499	Risk Management incentives (insurance)	(26,558)	0		(26,558)	0	(26,558)	0%
11.00666.0526	Property Insurance Claims Income	0	0	(66,169)	(66,169)	(47,800)	(18,369)	72%
11.00666.0528	Motor Vehicle Insurance Incentives	(9,223)	0		(9,223)	0	(9,223)	0%
11.00666.0546	State Cover S&W Incentive Payments	(28,011)	0		(28,011)	(26,805)	(1,206)	96%
11.00666.0547	Insurance Claims - Incident Response	(200,000)	0	(350,000)	(550,000)	0	(550,000)	0%
	Sub Total	(263,792)	0	(416,169)	(679,961)	(74,605)	(605,356)	11%
Expense								
11.03451.1223	Risk Management Programs	14,579	0	9,003	23,582	15,210	8,372	64%
11.03451.1547	WH&S Subsidies Expenditure	5,869	0		5,869	0	5,869	0%
11.03451.1969	WH&S Support and Asset Maintenance	5,159	0		5,159	1,900	3,259	37%
11.03666.2180	Public Liability Claims	14,903	0		14,903	0	14,903	0%
11.03666.2181	Risk Initiatives	25,952	0		25,952	0	25,952	0%
11.03666.2184	Property insurance Claims	0	0	20,369	20,369	369	20,000	2%
11.03666.3204	Minor Insurance Claims	2,255	0		2,255	0	2,255	0%
11.03666.3213	Premium - Personal accident	3,968	0	(135)	3,833	3,833	0	100%
11.03666.3216	Premium - Fidelity Guarantee	9,103	0	(9,103)	0	0	0	NA
11.03666.3219	Premium - Clr & Officer Liability	32,327	0	2,196	34,523	34,523	0	100%
11.03666.3222	Premium - Public Liability/Professional Indemnity	266,054	0	24,539	290,593	290,593	0	100%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.03666.3228	Premium - Marine Cargo	1,652	0	1,859	3,511	3,511	0	100%
11.03666.3230	Premium - Property	334,564	0	(40,394)	294,170	294,170	0	100%
11.03666.3234	Premium - Liability Effluent Re-use	76,400	0	299	76,699	76,699	0	100%
11.03666.3237	Premium - Other	19,664	0	2,079	21,743	21,743	0	100%
11.03666.3239	Internal Incident Response and Management	413,030	0	350,000	763,030	180,389	582,641	24%
11.03666.3974	Risk Management - Footpaths	34,912	0		34,912	0	34,912	0%
	Sub Total	1,260,391	0	360,712	1,621,103	922,940	698,163	57%
Housing and Community Amenities								
Income								
11.00814.0661	Council Dwellings Rent	(137,414)	0		(137,414)	(13,057)	(124,357)	10%
11.00814.0663	Council Property Rents	(16,359)	0		(16,359)	(5,951)	(10,408)	36%
	Sub Total	(153,773)	0	0	(153,773)	(19,008)	(134,765)	12%
Expense								
11.03402.1246	Carrying amount of IPP&E disposals	2,034	0		2,034	0	2,034	0%
11.03402.2041	Depreciation	1,139,009	0		1,139,009	0	1,139,009	0%
11.03402.3872	Lightning Ridge Information Centre	25,750	0		25,750	0	25,750	0%
11.03402.3991	Council Chambers	68,864	0		68,864	944	67,920	1%
11.03402.3992	Offices	135,127	0		135,127	20,212	114,915	15%
11.03402.3993	Dwelling	134,470	0		134,470	39,655	94,815	29%
11.03402.3994	Halls	72,472	0		72,472	26,946	45,526	37%
11.03402.3995	Libraries	24,087	0		24,087	9,238	14,849	38%
11.03402.3998	Recreational and Cultural Buildings	105,312	0	76,973	182,285	37,003	145,282	20%
11.03402.4000	Council Properties - Other Land and Buildings	93,037	0		93,037	7,500	85,537	8%
11.03402.4001	Depot - Walgett	46,898	0		46,898	10,726	36,172	23%
11.03402.4002	Housing Loan Interest Expense	7,746	0		7,746	99	7,647	1%
	Sub Total	1,854,806	0	76,973	1,931,779	152,323	1,779,456	8%
Recreation and Culture								
Income								
11.00815.0654	Trust - Lightning Ridge Reservoir Trust R89414	(574)	0		(574)	0	(574)	0%
11.00815.0672	Trust - Walgett Showground R520009	(17,167)	0		(17,167)	(3,327)	(13,840)	19%

Chief Financial Officer

		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.00815.0673	Trust - Collarenebri Mud Trials R82811	(2,525)	0		(2,525)	0	(2,525)	0%
11.00815.0674	Trust - Lightning Ridge Sports/Racecourse R84117	(4,535)	0		(4,535)	(185)	(4,350)	4%
11.00815.0675	Trust - Rowena Rec Hall R60149	(1,379)	0		(1,379)	455	(1,834)	-33%
11.00815.0676	Trust - Collarenebri Caravan Park R34976	(185)	0		(185)	0	(185)	0%
11.00815.0677	Trust - Carinda Recreation R81463	(507)	0		(507)	0	(507)	0%
11.00815.0678	Trust - Collarenebri Showground R71244	(1,461)	0		(1,461)	0	(1,461)	0%
11.00815.0679	Trust - Walgett Sportsgrounds R520097	(11,199)	0		(11,199)	(945)	(10,254)	8%
11.00815.0680	Trust - Walgett Gray Park R86330	(516)	0		(516)	0	(516)	0%
11.00815.0681	Trust - Carinda Pool/Sports Oval R80297	(3,547)	0		(3,547)	0	(3,547)	0%
11.00815.0682	Trust - Burren Junction Sports R44101	(2,880)	0		(2,880)	(53)	(2,827)	2%
11.00815.0683	Trust - Walgett Council Chambers R87167	(46,585)	0		(46,585)	(10,528)	(36,057)	23%
11.00815.0684	Trust - Lightning Ridge Lions Park R230076	(1,657)	0		(1,657)	0	(1,657)	0%
11.00815.0685	Trust - Collarenebri Hall D1002226	(2,071)	0		(2,071)	(290)	(1,781)	14%
11.00815.0686	Trust - Collarenebri Sport/Caravan Park R46754	(516)	0		(516)	0	(516)	0%
11.00815.0687	Trust - Rowena Sports Oval R98032	(1,494)	0		(1,494)	0	(1,494)	0%
11.00815.0688	Trust - Carinda Hall (Not Crown Trust)	(1,625)	0		(1,625)	80	(1,705)	-5%
11.00815.0689	Trust - Burren Junction School of Arts Hall R856907	(505)	0		(505)	(448)	(57)	89%
11.00815.0690	Trust - Walgett Pool D520034	(2,639)	0		(2,639)	0	(2,639)	0%
11.00815.0691	Trust - L/Ridge Community Purpose Reserve	(532)	0		(532)	0	(532)	0%
11.00815.0693	Trust - Pearson Park R1001144	(327)	0		(327)	0	(327)	0%
11.00815.0694	Trust - Lightning Ridge Arts Crafts R230055	(799)	0		(799)	0	(799)	0%
11.00815.0695	Trust - Collarenebri Tennis Courts R72184	(168)	0		(168)	0	(168)	0%
11.00815.0699	Alex Trevellion Park R91427	(1,030)	0		(1,030)	(175)	(855)	17%
11.00815.0701	Trust - Collarenebri Lions Club Parks R230021	(178)	0		(178)	0	(178)	0%
11.00815.0716	Lightning Ridge Multipurpose Fees and Charges	(42,333)	0		(42,333)	(475)	(41,858)	1%
Sub Total		(148,934)	0	0	(148,934)	(15,891)	(133,043)	11%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Expense								
11.03052.3959	Swimming Pool - Collarenebri - Contract	144,577	0	22,680	167,257	24,599	142,658	15%
11.03052.3960	Swimming Pool - Walgett - Contract	158,194	0	36,688	194,882	28,197	166,685	14%
11.03815.0135	Grant - Crown Land Plans of Management	100,000	0		100,000	0	100,000	0%
	Sub Total	402,771	0	59,368	462,139	52,796	409,343	11%
Community Services Administration								
Income								
11.00461.0461	Grant Community Capacity Building	(125,442)	0		(125,442)	(41,696)	(83,746)	33%
	Sub Total	(125,442)	0	0	(125,442)	(41,696)	(83,746)	33%
Expense								
11.03461.1210	Salaries and wages including on-costs	300,194	0		300,194	59,604	240,590	20%
11.03461.1807	Car and Bus Running Expenses	51,967	0		51,967	4,320	47,647	8%
	Sub Total	352,161	0	0	352,161	63,924	288,237	18%
Youth Services								
Income								
11.00550.0416	Grant - Youth Week	(2,331)	0	(982)	(3,313)	0	(3,313)	0%
11.00550.0433	Youth Programs and Youth Strategy	(5,155)	0		(5,155)	0	(5,155)	0%
	Sub Total	(7,486)	0	(982)	(8,468)	0	(8,468)	0%
Expense								
11.03550.1235	Youth Programs and Youth Strategy	7,113	0		7,113	839	6,274	12%
11.03550.1238	Youth Opps - L/Ridge	606	0		606	0	606	0%
11.03550.1248	Youth Programmes - Other	5,281	0		5,281	2,097	3,184	40%
11.03550.1470	Childrens Week	2,872	0		2,872	1,210	1,662	42%
11.03550.1471	Youth Centres Resources	2,305	0		2,305	0	2,305	0%
11.03550.1472	Youth Council & Leadership	7,033	0		7,033	1,444	5,589	21%
11.03550.1473	Youth Week Activities	5,149	0		5,149	0	5,149	0%
11.03550.1950	Working Expenses	7,336	0		7,336	1,551	5,785	21%
	Sub Total	37,695	0	0	37,695	7,141	30,554	19%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Vacation Care								
Income								
11.00543.0411	Grants - Walgett	(19,413)	0		(19,413)	0	(19,413)	0%
11.00546.0411	Grants- Collarenebri	(5,949)	0		(5,949)	0	(5,949)	0%
11.00547.0411	Grants- Grawin	(4,635)	0		(4,635)	0	(4,635)	0%
11.00548.0411	Grants- Lightning Ridge	(10,118)	0		(10,118)	0	(10,118)	0%
	Sub Total	(40,115)	0	0	(40,115)	0	(40,115)	0%
Expense								
11.03546.1522	Vacation Care -Walgett	27,045	0		27,045	7,811	19,234	29%
11.03546.1531	Vacation Care -Lightning Ridge	26,627	0		26,627	8,649	17,978	32%
11.03546.1532	Vacation Care -Collarenebri	19,634	0		19,634	6,368	13,266	32%
11.03546.1540	Vacation Care -Grawin	15,167	0		15,167	0	15,167	0%
	Sub Total	88,473	0	0	88,473	22,828	65,645	26%
Youth Centres								
Expense								
11.03554.1237	Walgett PCYC Lease	61,800	0		61,800	0	61,800	0%
11.03554.1270	Lightning Ridge Ovals Hire	30,900	0		30,900	0	30,900	0%
11.03554.1522	Youth Centre - Walgett	71,716	0		71,716	20,360	51,356	28%
11.03554.1531	Youth Centre - Lightning Ridge	71,716	0		71,716	16,473	55,243	23%
11.03554.1532	Youth Centre - Collarenebri	70,388	0		70,388	16,435	53,953	23%
	Sub Total	306,520	0	0	306,520	53,268	253,252	17%
Other Community Services								
Income								
11.00461.0427	Grant - Reconnecting Regional NSW	0	0	(60,342)	(60,342)	0	(60,342)	0%
	Grant - Festival of Place	0	0	(14,000)	(14,000)	0	(14,000)	0%
11.00461.0464	NAIDOC Public Awareness	(3,058)	0		(3,058)	0	(3,058)	0%
11.00461.0919	Sundry Income and Contributions	(19,982)	0		(19,982)	(7,000)	(12,982)	35%
	Sub Total	(23,040)	0	(74,342)	(97,382)	(7,000)	(90,382)	7%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Expense								
11.01461.1283	Seniors Week	666	0		666	0	666	0%
11.03545.2708	Drug Awareness Teams	0	0	6,816	6,816	0	6,816	0%
11.03561.0100	Community Transport Initiatives	0	0	16,072	16,072	1,861	14,211	12%
11.03561.1226	Contributions - Community Events - Toilet Hire	16,042	0	10,000	26,042	19,631	6,411	75%
11.03561.1365	Contingent Expense	3,378	0		3,378	0	3,378	0%
11.03561.1399	Community Emergency Strategies	2,097	0		2,097	0	2,097	0%
11.03561.1400	Aboriginal Reconciliation Week Expense	554	0		554	301	253	54%
11.03561.1445	Healthy Living Communities Expense	24,578	0		24,578	0	24,578	0%
11.03561.1478	Harmony Day	2,000	0		2,000	0	2,000	0%
11.03561.1479	Aboriginal Programs	14,380	0		14,380	6,728	7,652	47%
11.03561.1480	Community Projects	10,000	0	4,000	14,000	9,532	4,468	68%
11.03561.1481	Reconnecting Regional NSW Grant	0	0	301,708	301,708	15,361	286,347	5%
11.03561.1511	Local Government Week	1,000	0		1,000	0	1,000	0%
	Sub Total	74,695	0	338,596	413,291	53,414	359,877	13%
Library Services								
Income								
11.00807.0775	Walgett Library - Sundry Income	(59)	0		(59)	0	(59)	0%
11.00808.0146	Grant - Library Subsidy	(55,928)	0		(55,928)	0	(55,928)	0%
11.00808.0147	Grant - Library Priority Program	(24,745)	0		(24,745)	0	(24,745)	0%
	Sub Total	(80,732)	0	0	(80,732)	0	(80,732)	0%
Expense								
11.03808.0920	Revitalising Libraries	317	0		317	0	317	0%
11.03808.1158	After School Homework Program	3,324	0		3,324	0	3,324	0%
11.03808.1210	Salaries Wages and on-costs	219,956	0		219,956	37,035	182,921	17%
11.03808.1215	Staff Training	1,090	0		1,090	0	1,090	0%
11.03808.1482	Library Operations - Walgett	19,371	0		19,371	3,384	15,987	17%
11.03808.1483	Library Operations - Lightning Ridge	11,464	0		11,464	2,090	9,374	18%
11.03808.1484	Library Priority Programs	17,658	0	115,183	132,841	13,208	119,633	10%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.03808.1532	Book Deposit Stations	6,305	0		6,305	1,405	4,900	22%
11.03808.4950	Contribution to Regional Library	157,991	0		157,991	0	157,991	0%
	Sub Total	437,476	0	115,183	552,659	57,122	495,537	10%
Art and Culture								
Income								
11.00406.0139	Country Arts Support Program - Grants	(5,766)	0		(5,766)	0	(5,766)	0%
11.00406.0159	Chickpea Book Income	(204)	0		(204)	0	(204)	0%
11.00406.0630	Sundry Income	(2,127)	0		(2,127)	0	(2,127)	0%
	Sub Total	(8,097)	0	0	(8,097)	0	(8,097)	0%
Expense								
11.03563.1446	Chick Pea Book Costs	203	0		203	0	203	0%
11.03563.1486	Waste to Art Program	3,500	0		3,500	0	3,500	0%
11.03563.1487	Arts Development	2,367	0		2,367	1,152	1,215	49%
11.03563.1498	Art Across the Ages	3,000	0		3,000	0	3,000	0%
11.03563.1488	Touring Performer Programs	5,000	0		5,000	0	5,000	0%
11.03563.1489	International Women's Day	1,200	0		1,200	0	1,200	0%
11.03563.1490	Arts & Cultural Events	5,000	0		5,000	1,500	3,500	30%
11.03563.1491	Regional Arts Development - Outback Art	10,802	0	52	10,854	10,854	0	100%
	Sub Total	31,072	0	52	31,124	13,506	17,618	43%
Collarenebri Agency								
Income								
11.00869.0623	PO Agency Commission	(72,904)	0		(72,904)	(19,049)	(53,855)	26%
11.00869.0625	Countrylink Commission	(1,149)	0		(1,149)	(19)	(1,130)	2%
11.00869.0626	Sale of Stamps and other goods	(60,726)	0		(60,726)	(12,798)	(47,928)	21%
11.00869.0628	Sale of Overseas Stamps & Phone cards	(1,149)	0		(1,149)	(13)	(1,136)	1%
11.00869.0661	Council Dwelling Rents	(12,120)	0		(12,120)	(3,000)	(9,120)	25%
11.00869.0919	Sundry Income	(2,295)	0		(2,295)	(100)	(2,195)	4%
	Sub Total	(150,343)	0	0	(150,343)	(34,979)	(115,364)	23%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Expense								
11.03869.1210	Salaries and Wages and on-costs	147,370	0		147,370	28,857	118,513	20%
11.03869.1266	Post Office Cost of Sales Stamps and other merchandise	52,916	0		52,916	12,087	40,829	23%
11.03869.1493	Agency Running Costs	7,737	0		7,737	1,409	6,328	18%
11.03869.4950	Internal Income from Tourism	(21,500)	0		(21,500)	(5,375)	(16,125)	25%
	Sub Total	186,523	0	0	186,523	36,978	149,545	20%
Lightning Ridge Agency								
Income								
11.00867.0621	Centrelink Agency Income	(82,183)	0		(82,183)	(20,795)	(61,388)	25%
	Sub Total	(82,183)	0	0	(82,183)	(20,795)	(61,388)	25%
Expense								
11.03867.1210	General Staff - Salaries & Wages	105,583	0		105,583	28,302	77,281	27%
11.03867.1283	Operating Expenses	5,970	0	6,000	11,970	4,062	7,908	34%
11.03867.1288	Office Expenses	1,678	0		1,678	0	1,678	0%
11.03867.2033	Cleaning Services & Maintenance	2,202	0		2,202	754	1,448	34%
11.03867.2041	Depreciation	0	0		0	0	0	NA
11.03867.2115	Rental	25,387	0		25,387	1,804	23,583	7%
	Sub Total	140,820	0	6,000	146,820	34,922	111,898	24%
Store								
Revenue								
Expense								
11.03043.1412	Purchase Minor Tools & Equipment	5,846	0		5,846	0	5,846	0%
11.03043.4005	Equipment Maintenance	11,058	0		11,058	122	10,936	1%
11.03043.6200	Stores On - cost revenue	(93,808)	0		(93,808)	(17,768)	(76,040)	19%
11.03053.3442	Operations	143,583	0		143,583	46,951	96,633	33%
11.03402.4003	Depots - Collarenebri & Lightning Ridge	13,713	0		13,713	3,514	10,199	26%
	Sub Total	80,392	0	0	80,392	32,819	47,574	41%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Corporate Services (Capital)								
Expense								
11.03402.2325	Loan Principal Repayments- Housing	52,526	0		52,526	12,941	39,585	25%
11.10000.0034	Computer Equipment Replacement	24,000	0	20,000	44,000	7,237	36,763	16%
11.10000.0035	Office Furniture & Equipment Replacement	10,000	0		10,000	0	10,000	0%
11.10000.0226	Purchase Reporting Software	0	0	15,525	15,525	15,525	0	100%
	Sub Total	86,526	0	35,525	122,051	35,703	86,348	29%
Recreational And Culture Capital Works								
Income								
11.00348.0010	Grants - NSW Drought Stimulus Program (DSP/LSP)	0	0	(330,694)	(330,694)	0	(330,694)	0%
11.00348.0138	Stonger Country Communities Fund	0	0	(578,618)	(578,618)	0	(578,618)	0%
11.00348.0348	Local Roads & Community Infrastructure Grant (LRCIP)	0	0	(1,140,000)	(1,140,000)	(520,000)	(620,000)	46%
11.00348.0368	Grant - Everyone Can Play Program	0	0	(172,781)	(172,781)	0	(172,781)	0%
11.00348.1623	Grant - Multipurpose Sports Complex	0	0	(1,000,000)	(1,000,000)	(100,000)	(900,000)	10%
11.00348.2435	Murray-Darling Basin Economic Development Fund	0	0	(1,112,954)	(1,112,954)	0	(1,112,954)	0%
11.00501.0348	Public Halls - Grant LRCI	0	0	(310,000)	(310,000)	(155,000)	(155,000)	50%
11.00506.0373	Parks & Ovals - Grant	(90,000)	0		(90,000)	0	(90,000)	0%
	Sub Total	(90,000)	0	(4,645,047)	(4,735,047)	(775,000)	(3,960,047)	16%
Expense								
11.10000.0001	Swimming Pool - Walgett	0	0	53,200	53,200	33,200	20,000	62%
11.10000.0002	Swimming Pool - Collarenebri Entrance Renewal	90,000	0		90,000	25,454	64,546	28%
11.10000.0016	Parks - Lightning Ridge Lions Amenitiess	0	0	138,401	138,401	46,027	92,374	33%
11.10000.0017	Walgett Apex Park Amenities	0	0	184,244	184,244	0	184,244	0%
11.10000.0048	Walgett - Gray Park	25,000	0		25,000	0	25,000	0%
11.10000.0061	Showground - Collarenebri MDBED	0	0	243,171	243,171	214,101	29,070	88%
11.10000.0098	Walgett Showground - Grandstand	0	0	54,491	54,491	54,491	0	100%
11.10000.0121	Art & Culture - Sculptures (LR - Dinosaur & Wal - Street Art)	70,000	0		70,000	0	70,000	0%
11.10000.0127	Sportsgrounds - Carinda	0	0	40,000	40,000	0	40,000	0%
11.10000.0131	Collarenebri Hall/Youth Centre & Supper Room	0	0	494,164	494,164	0	494,164	0%
11.10000.0134	Playground - Grawin (and Sealing of carpark)	0	0	20,200	20,200	0	20,200	0%

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.10000.0136	Housing - Lightning Ridge	20,000	0	(20,000)	0	0	0	NA
11.10000.0137	Rowena Hall Renovations	70,000	0	146,377	216,377	0	216,377	0%
11.10000.0143	Walgett CBD improvements DSP/LSP	0	0	49,046	49,046	3	49,043	0%
11.10000.0159	Trevallion Park Toilet & Shower Renewal	0	0	189,145	189,145	5,736	183,409	3%
11.10000.0168	Walgett Showground - Amenities Upgrade	0	0	71,478	71,478	64,641	6,837	90%
11.10000.0180	Everyone can Play	0	0	511,928	511,928	0	511,928	0%
11.10000.0184	Walgett Housing	0	0	50,000	50,000	36,581	13,419	73%
11.10000.0185	Walgett Housing - Pool Managers Kitchen	35,000	0		35,000	0	35,000	0%
11.10000.0194	Carinda Swimming Pool - Amenities	40,000	0		40,000	0	40,000	0%
11.10000.0195	Walgett Swimming Pool - Entrance Refurbishment	0	0	50,000	50,000	23,238	26,762	46%
11.10000.0224	Collarenebri Bore Baths (MDBED)	0	0	1,297,400	1,297,400	22,176	1,275,224	2%
11.10000.0227	L/Ridge Oval and Race Track - Fencing (SCCF)	0	0	84,153	84,153	20,098	64,055	24%
11.10000.0228	Colly jockeys room and female amenities (SCCF)	0	0	77,168	77,168	0	77,168	0%
11.10000.0229	Tracker Walford Walkway - Walgett (SCCF)	0	0	95,661	95,661	0	95,661	0%
11.10000.0231	Walgett Splashpark (LRCI)	0	0	1,073,899	1,073,899	0	1,073,899	0%
11.10000.0234	Gray Park - Fencing and Improvements	0	0	72,822	72,822	0	72,822	0%
11.10000.0245	Parks Grawin, CBC, Cumborah - Electric BBQ	50,000	0		50,000	0	50,000	0%
11.10000.0249	Cumborah - Tennis Courts	10,000	0		10,000	0	10,000	0%
11.10000.0250	Walgett Ovals 2 & 3 - Lighting	120,000	0		120,000	0	120,000	0%
11.10000.0251	Burren Junction Oval - Watering & Lighting	180,000	0		180,000	0	180,000	0%
11.10000.0252	Walgett Showground Carpark Sealing	126,000	0		126,000	80,270	45,730	64%
11.10000.xxxx	Walgett Multi-Sports Complex - Netball Courts (Sport)	0	0	1,500,000	1,500,000	0	1,500,000	0%
11.10001.0099	Spider Brown Oval	0	0	46,060	46,060	0	46,060	0%
11.10001.0102	Collarenebri Golf Club	0	0	8,670	8,670	8,670	0	100%
11.10001.0103	WIP - Burren Junction Hall	0	0	1,226	1,226	863	363	70%
	Sub Total	836,000	0	6,532,904	7,368,904	634,985	6,733,919	9%
Reserve Movements								
Income								
11.00019.9801	Transfer from Reserves Accounting Package Upgrade	0	0	(159,198)	(159,198)	0	(159,198)	0%
	Transfer from Reserves Library Priority	0	0	(108,096)	(108,096)	0	(108,096)	0%

Chief Financial Officer

		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.00019.9808	Transfer from Reserves	0	0	(688,584)	(688,584)	0	(688,584)	0%
	Transfer from Reserves - Unspent Grants Crown Lands Mgt Plans	(100,000)	0		(100,000)	0	(100,000)	0%
	Transfer from Reserves - Unspent Grants Drug Action Teams	0	0	(6,816)	(6,816)	0	(6,816)	0%
	Transfer from Reserves - Unspent Grants Transport Grants	0	0	(16,072)	(16,072)	0	(16,072)	0%
	Transfer from Reserves - Unspent Grants NAIDOC	0	0	(3,217)	(3,217)	0	(3,217)	0%
11.00019.9813	Transfer from Reserves - Unspent Grants Community Events	0	0	(7,284)	(7,284)	0	(7,284)	0%
	Transfer from Reserves - Unspent Grants Liabilities Reconnect NSW	0	0	(241,366)	(241,366)	0	(241,366)	0%
	Transfer from Reserves - Unspent Grants Liabilities LR Lions Park An	0	0	(14,651)	(14,651)	0	(14,651)	0%
	Transfer from Reserves - Unspent Grants Liabilities BJ Hall	0	0	(1,226)	(1,226)	0	(1,226)	0%
	Transfer from Reserves - Unspent Grants Liabilities Colly Hall	0	0	(95,176)	(95,176)	0	(95,176)	0%
	Transfer from Reserves - Unspent Grants Liabilities Walgett Apex Pa	0	0	(66,551)	(66,551)	0	(66,551)	0%
	Transfer from Reserves - Unspent Grants Liabilities Colly Showgroun	0	0	(50,341)	(50,341)	0	(50,341)	0%
	Transfer from Reserves - Unspent Grants Liabilities Trevallion Park A	0	0	(89,145)	(89,145)	0	(89,145)	0%
	Transfer from Reserves - Unspent Grants Liabilities Walgett Showgro	0	0	(71,478)	(71,478)	0	(71,478)	0%
	Transfer from Reserves - Unspent Grants Liabilities Everyone can Pla	0	0	(259,172)	(259,172)	0	(259,172)	0%
	Sub Total	(100,000)	0	(1,878,373)	(1,978,373)	0	(1,978,373)	0%
SUMMARY								
	OPERATIONAL (SURPLUS)/DEFICIT	6,373,373	0	440,875	6,814,248	1,806,166	5,008,082	27%
	CAPITAL (SURPLUS)/DEFICIT	832,526	0	1,923,382	2,755,908	(104,312)	2,860,220	-4%
	RESERVE MOVEMENTS	(100,000)	0	(1,878,373)	(1,978,373)	0	(1,978,373)	0%
	Corp & Comm Result (Profit)/Loss	7,105,899	0	485,884	7,591,783	1,701,855	5,889,928	22%
Corporate & Community Summary								
	Operating Income	(1,186,501)	0	(521,493)	(1,707,994)	(217,294)	(1,490,700)	
	Operating Expense	7,559,874	0	962,368	8,522,242	2,023,460	6,498,782	
		6,373,373	0	440,875	6,814,248	1,806,166	5,008,082	
	Capital Income	(90,000)	0	(4,645,047)	(4,735,047)	(775,000)	(3,960,047)	
	Capital Expense	922,526	0	6,568,429	7,490,955	670,688	6,820,267	
		832,526	0	1,923,382	2,755,908	(104,312)	2,860,220	

<u>Chief Financial Officer</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
	Reserve Income	(100,000)	0	(1,878,373)	(1,978,373)	0	(1,978,373)	
	Reserve Expense	0	0	0	0	0	0	
		(100,000)	0	(1,878,373)	(1,978,373)	0	(1,978,373)	
	Corp & Comm Result (Profit)/Loss	7,105,899	0	485,884	7,591,783	1,701,855	5,889,928	

<u>Director, Planning & Regulatory Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Administration								
Income								
11.00422.0426	Heritage Advisor Grant	(6,000)	0		(6,000)	0	(6,000)	0%
11.00422.0428	Heritage Projects Grant	(5,500)	0		(5,500)	0	(5,500)	0%
11.00422.0919	Sundry Income	(3,444)	0		(3,444)	0	(3,444)	0%
	Sub Total	(14,944)	0	0	(14,944)	0	(14,944)	0%
Expense								
11.03857.1210	General Staff - Salaries & Wages	448,800	0	(150,000)	298,800	72,867	225,933	24%
11.03857.1214	Professional Membership	0	0		0	0	0	NA
11.03857.1220	Staff Replacement	0	0		0	0	0	NA
11.03857.1261	Travel and Accommodation	5,319	0		5,319	88	5,231	2%
11.03857.1288	Office Expenses	687	0		687	26	661	4%
11.03857.1501	Contract Inspections	53,152	0		53,152	104	53,048	0%
11.03857.1807	Plant Running Expenses	37,843	0		37,843	7,272	30,571	19%
11.03857.1810	Professional Equipment	1,720	0		1,720	0	1,720	0%
11.03857.1366	Consultancy Fees	51,500	0		51,500	1,050	50,450	2%
11.03857.2086	EPlanning Application Tracking Project	0	0	103,119	103,119	0	103,119	0%
11.03857.2097	Legal Costs	16,042	0		16,042	0	16,042	0%
11.03857.2098	Heritage Advisor	5,000	0		5,000	0	5,000	0%
11.03857.2099	Heritage Projects	11,000	0		11,000	0	11,000	0%
11.03857.2237	Subscriptions - Journals & Publications	8,329	0		8,329	0	8,329	0%
11.03857.2807	GIS Maintenance/Licensing	22,076	0		22,076	18,000	4,076	82%
11.03857.2934	Local Environmental Plan Reviews	90,000	0		90,000	0	90,000	0%
	Sub Total	751,468	0	(46,881)	704,587	99,407	605,180	14%
Mining, Manufacturing & Construction								
Income								
11.00423.0513	Application - Construction Certificate	(17,309)	0		(17,309)	(6,959)	(10,350)	40%
11.00423.0518	Application - Development	(50,975)	0		(50,975)	(13,505)	(37,470)	26%
11.00423.0519	Drainage Diagrams	(3,672)	0		(3,672)	(1,456)	(2,216)	40%
11.00423.0522	Building Inspections	(19,545)	0		(19,545)	(3,745)	(15,800)	19%
11.00423.0533	Application - Complying Dev Cert	(5,738)	0		(5,738)	0	(5,738)	0%

<u>Director, Planning & Regulatory Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.00423.0534	Application - Activity	(14,030)	0		(14,030)	(5,460)	(8,570)	39%
11.00423.0540	Fees - Other Planning	(2,758)	0		(2,758)	0	(2,758)	0%
11.00423.0554	Certificate - Planning	(17,216)	0		(17,216)	(4,726)	(12,490)	27%
11.00423.0555	Certificate - Building	(3,444)	0		(3,444)	0	(3,444)	0%
11.00423.0557	Certificate - Outstanding Notices	(3,444)	0		(3,444)	(660)	(2,784)	19%
11.00423.0559	Certificate - Swimming Pools (cl 18A)	(103)	0		(103)	0	(103)	0%
11.00423.0632	Agent Fee - Planfirst	(81)	0		(81)	(23)	(58)	28%
11.00423.0784	Commission - Long Service Levy	(1,429)	0		(1,429)	(54)	(1,375)	4%
	Sub Total	(139,744)	0	0	(139,744)	(36,588)	(103,156)	26%
Health								
Income								
11.00434.0562	Licences & Inspections - Other	(2,123)	0		(2,123)	(409)	(1,714)	19%
11.00434.0564	Licences & Inspections - Food	(965)	0		(965)	(480)	(485)	50%
		(3,088)	0	0	(3,088)	(889)	(2,199)	29%
Expense								
11.03434.2433	Noxious Weeds Contribution to CMCC	112,918	0		112,918	0	112,918	0%
11.03434.2755	Water Sampling	90,530	0		90,530	13,925	76,605	15%
	Sub Total	203,448	0	0	203,448	13,925	189,523	7%
Public order and safety								
Income								
11.00444.0585	Regulatory - Other Regulatory Fines	(865)	0		(865)	0	(865)	0%
11.00444.0588	Companion Animals Act - Commission	(5,688)	0		(5,688)	(1,863)	(3,825)	33%
11.00444.0591	Dog / Cat Microchip Implanting	(1,375)	0		(1,375)	0	(1,375)	0%
11.00444.0597	Dog / Cat Impounding Fee	(1,880)	0		(1,880)	(641)	(1,239)	34%
11.00444.0598	Collection Fines - Companion Animals	(2,020)	0		(2,020)	(140)	(1,880)	7%
11.00444.0599	Grants - Illegal Dumping	(2,020)	0		(2,020)	0	(2,020)	0%
	Sub Total	(13,848)	0	0	(13,848)	(2,644)	(11,204)	19%
Expense								
11.03442.1210	General Staff - Salaries & Wages	108,507	0		108,507	9,327	99,180	9%
11.03442.1220	Relief Regulatory Officer	51,000	0		51,000	255	50,745	1%
11.03442.1781	Illegal Dumping and Litter Prevention	24,327	0	14,331	38,658	0	38,658	0%

<u>Director, Planning & Regulatory Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.03442.1782	CCTV Operations and Maintenance	5,542	0		5,542	0	5,542	0%
11.03442.1784	Responsible Pet Ownership	12,573	0		12,573	1,513	11,060	12%
11.03442.1788	Infringement Processing Fee/Fines	1,151	0		1,151	0	1,151	0%
11.03442.1807	Plant Running Expenses	48,492	0		48,492	5,563	42,929	11%
11.03442.2622	Walgett Pound Running Costs	19,102	0		19,102	3,279	15,823	17%
11.03442.3056	Purchase - Tools & Equipment	1,720	0		1,720	698	1,022	41%
11.03445.2735	Ordinance - Derelict Vehicles	2,255	0		2,255	220	2,035	10%
	Sub Total	274,669	0	14,331	289,000	20,855	268,145	7%
Public Cemeteries								
Income								
11.00503.0566	Burial and Internment Fees	(75,761)	0		(75,761)	(18,009)	(57,752)	24%
11.00503.0802	Cemetery Plaques	(5,731)	0		(5,731)	(1,809)	(3,922)	32%
	Sub Total	(81,492)	0	0	(81,492)	(19,818)	(61,674)	24%
Expense								
11.01604.3973	Cemeteries	112,558	0		112,558	23,421	89,137	21%
	Sub Total	112,558	0	0	112,558	23,421	89,137	21%
Capital -Expenditure								
Income								
11.00503.0008	Grant - Stronger Country Communities	0	0	(129,121)	(129,121)	0	(129,121)	0%
11.00503.0348	Grant LRCI Local Rds Comm Infrastructure	(200,000)	0		(200,000)	0	(200,000)	0%
	Sub Total	(200,000)	0	(129,121)	(329,121)	0	(329,121)	0%
Expense								
11.10000.0018	Walgett Cemetery SCC Grant expenditure	0	0	247,825	247,825	190,054	57,771	77%
11.10000.0154	Walgett Animal Pound	0	0	5,000	5,000	0	5,000	0%
11.10000.0240	Burren Junction - Cemetery Columbarium Wall	6,000	0		6,000	0	6,000	0%
11.10000.0243	Cumborah - Cemetery Columbarium Wall	6,000	0		6,000	0	6,000	0%
11.10000.0246	Collarenebri Cemetery - Fencing & Gates	40,000	0		40,000	0	40,000	0%
11.10000.0247	Collarenebri Cemetery - Watering System	30,000	0		30,000	0	30,000	0%
11.10000.0248	Collarenebri Cemetery - Road	200,000	0		200,000	0	200,000	0%
	Sub Total	282,000	0	252,825	534,825	190,054	344,771	36%

<u>Director, Planning & Regulatory Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Reserve Movements								
Income								
11.00422.9808	Transfer from Reserves - Unspent Grants	0	0	(117,450)	(117,450)	0	(117,450)	0%
11.00422.9813	Trnfr frm Res Unspent Grants Liabilities	0	0	(118,704)	(118,704)	0	(118,704)	0%
11.00422.9801	Transfer From Reserves - LEP Update	(88,800)	0		(88,800)	0	(88,800)	0%
11.00444.9801	Transfer from Reserves - Animal Pound	0	0		0	0	0	NA
	Sub Total	(88,800)	0	(236,154)	(324,954)	0	(324,954)	0%
SUMMARY								
	OPERATIONAL (SURPLUS)/DEFICIT	1,089,027	0	(32,550)	1,056,477	97,669	958,808	9%
	CAPITAL (SURPLUS)/DEFICIT	82,000	0	123,704	205,704	190,054	15,650	92%
	RESERVE MOVEMENTS	(88,800)	0	(236,154)	(324,954)	0	(324,954)	0%
	Planning & Regulations Result (Profit)/Loss	1,082,227	0	(145,000)	937,227	287,723	649,504	31%
Planning & Regulatory Services Summary								
	Operating Income	(253,116)	0	0	(253,116)	(59,939)	(193,177)	
	Operating Expense	1,342,143	0	(32,550)	1,309,593	157,608	1,151,985	
		1,089,027	0	(32,550)	1,056,477	97,669	958,808	
	Capital Income	(200,000)	0	(129,121)	(329,121)	0	(329,121)	
	Capital Expense	282,000	0	252,825	534,825	190,054	344,771	
		82,000	0	123,704	205,704	190,054	15,650	
	Reserve Income	(88,800)	0	(236,154)	(324,954)	0	(324,954)	
	Reserve Expenditure	0	0	0	0	0	0	
		(88,800)	0	(236,154)	(324,954)	0	(324,954)	
	Planning & Regulations Result (Profit)/Loss	1,082,227	0	(145,000)	937,227	287,723	649,504	

<u>Director, Planning & Regulatory Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
Waste Fund - Income								
Income								
21.00011.0051	S502 Garbage Charge - User	(1,315,653)	0	70,509	(1,245,695)	(1,245,695)	0	100%
21.00011.0054	S496 Garbage Charge - Availability	(344,238)	0	1,505	(342,733)	(342,733)	0	100%
21.00011.0067	Garbage Interest	(10,903)	0	4,178	(6,725)	(4,930)	(1,795)	73%
21.00011.0104	Pension Rebate Write-Off	49,256	0	(4,423)	44,833	44,768	65	100%
21.00011.0193	Interest Received from Investments	(1,456)	0	(67,240)	(68,696)	(16,446)	(52,250)	24%
21.00011.0451	Pension Rate Subsidy	(24,561)	0		(24,561)	0	(24,561)	0%
21.00011.0535	Fees & Charges - Walgett Landfill	(58,799)	0	(100,000)	(158,799)	(50,602)	(108,197)	32%
21.00011.0536	Fees & Charges - Lightning Ridge Landfill	(10,923)	0		(10,923)	(1,013)	(9,910)	9%
21.00011.0583	Sales - Recyclable Materials	(10,920)	0		(10,920)	0	(10,920)	0%
21.00011.0584	Fines Collected	(1,091)	0		(1,091)	0	(1,091)	0%
21.00011.0781	Sales - Sulo Bins	(10,951)	0		(10,951)	(1,941)	(9,010)	18%
21.00011.8000	Council Property Rating Offset Account	45,131	0	(5,120)	40,011	40,011	0	100%
21.04801.2038	Rates - Write Off	220	0		220	0	220	0%
21.04801.2039	Interest - Write-off	23	0		23	2	21	9%
Sub Total		(1,694,865)	0	(101,142)	(1,796,007)	(1,578,579)	(217,428)	88%
Operational - WALGETT								
Expense								
21.04801.1541	Clean-up Campaign	25,000	0		25,000	152	24,848	1%
21.04801.2041	Depreciation	172,462	0		172,462	0	172,462	0%
21.04801.2238	Memberships	4,353	0		4,353	0	4,353	0%
21.04801.2460	Technical and Supervision	8,471	0		8,471	3,952	4,519	47%
21.04801.3868	Purchase - Sulo Bins - Public sales	4,013	0		4,013	1,211	2,802	30%
21.04801.3882	Purchase - Sulo Bins - Council	3,049	0		3,049	260	2,789	9%
21.04801.3883	Community DWM Collections (Roadside Skips)	29,292	0		29,292	5,734	23,558	20%
21.04801.4031	Engineering Administration - Internal	114,995	0		114,995	28,749	86,246	25%
21.04801.4067	Walgett Landfill Contract	436,209	0	40,021	476,230	402,964	73,266	85%
21.04801.4068	Kerbside DWM Collections (MGBs)	199,950	0		199,950	44,646	155,304	22%
21.04801.4069	EPA Monitoring System	32,086	0		32,086	0	32,086	0%

<u>Director, Planning & Regulatory Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
21.04801.4072	Hazardous Waste - Operations	8,867	0		8,867	0	8,867	0%
21.04801.4088	Landfill Maintenance - Council Cost	21,666	0		21,666	2,146	19,520	10%
21.04801.4090	Walgett Tyre Shredding	10,485	0		10,485	0	10,485	0%
21.04801.4091	Green Waste Mulching	10,485	0		10,485	0	10,485	0%
	Sub Total	1,081,383	0	40,021	1,121,404	489,814	631,590	44%
Operational - LIGHTNING RIDGE								
Expense								
21.04801.1531	Lightning Ridge Tip Operations	0	0	1,040	1,040	260	780	25%
21.04801.2029	Waste Crushing	30,000	0		30,000	0	30,000	0%
21.04801.4073	Lightning Ridge Landfill Contract	410,550	0	37,667	448,217	379,261	68,956	85%
21.04801.4074	Skips Waste Collection	73,511	0		73,511	13,493	60,018	18%
21.04801.4092	Landfill Maintenance - Council Cost	21,045	0		21,045	0	21,045	0%
21.04801.4093	Lightning Ridge Tyre Shredding	10,485	0		10,485	0	10,485	0%
21.04801.4094	Green Waste Mulching	10,485	0		10,485	0	10,485	0%
	Sub Total	556,076	0	38,707	594,783	393,014	201,769	66%
Operational - COLLARENEBRI								
Expense								
21.04801.1532	Collarenebri Waste Collection Operations	38,855	0		38,855	1,179	37,676	3%
21.04801.4076	Collarenebri Tyre Shredding	4,863	0		4,863	0	4,863	0%
21.04803.4958	Collarenebri Tip Remediation Cost	75,841	0		75,841	0	75,841	0%
	Sub Total	119,559	0	0	119,559	1,179	118,380	1%
Operational - VILLAGES and SHIRE WIDE								
Expense								
21.04801.1501	Consultant Fees	16,665	0		16,665	0	16,665	0%
21.04801.1533	Carinda Tip Operations	21,390	0		21,390	47	21,343	0%
21.04801.1534	Burren Junction Tip Operations	30,900	0		30,900	635	30,265	2%
21.04801.1536	Rowena Tip Operations	21,390	0		21,390	0	21,390	0%
21.04801.1539	Come by Chance Tip Operations	9,987	0		9,987	0	9,987	0%
21.04801.1560	Village Tyre Shredding	3,188	0		3,188	0	3,188	0%

<u>Director, Planning & Regulatory Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
21.04801.1562	Grawin Landfill Operations	9,333	0		9,333	4,550	4,783	49%
21.04801.1566	Sheepyards Landfill	9,270	0	8,000	17,270	7,660	9,610	44%
	Sub Total	122,123	0	8,000	130,123	12,892	117,231	10%
Reserve Movements								
Income								
21.00011.9801	Transfer from Reserves - Operational	(27,782)	0	11,090	(16,692)	0	(16,692)	0%
	Sub Total	(27,782)	0	11,090	(16,692)	0	(16,692)	0%
SUMMARY								
	OPERATIONAL (SURPLUS)/DEFICIT	184,276	0	(14,414)	169,862	(681,681)	851,543	-401%
	CAPITAL (SURPLUS)/DEFICIT	0	0	0	0	0	0	NA
	RESERVE MOVEMENTS	(27,782)	0	11,090	(16,692)	0	(16,692)	0%
	Result including depreciation	156,494	0	(3,324)	153,170	(681,681)	834,851	
	less: Depreciation	(172,462)	0	0	(172,462)	0	(172,462)	
	WASTE FUND RESULT (SURPLUS)/DEFICIT	(15,968)	0	(3,324)	(19,292)	(681,681)	662,389	3534%
Waste Services Summary								
	Operating Income	(1,694,865)	0	(101,142)	(1,796,007)	(1,578,579)	(217,428)	
	Operating Expense	1,879,141	0	86,728	1,965,869	896,898	1,068,971	
		184,276	0	(14,414)	169,862	(681,681)	851,543	
	less: Depreciation	172,462	0	0	172,462	0	172,462	
	Cash Result (Operating)	11,814	0	(14,414)	(2,600)	(681,681)	679,081	
	Reserve Income	(27,782)	0	11,090	(16,692)	0	(16,692)	
	Reserve Expense	0	0	0	0	0	0	
		(27,782)	0	11,090	(16,692)	0	(16,692)	
	WASTE FUND RESULT (SURPLUS)/DEFICIT	(15,968)	0	(3,324)	(19,292)	(681,681)	662,389	

<u>Director, Planning & Regulatory Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
	Domestic							
	Operating Income	(1,355,892)	0	(80,914)	(1,436,806)	(1,262,863)	(173,942)	
	Operating Expense	1,503,313	0	69,382	1,572,695	717,519	855,176	
	Result (Operating)	147,421	0	(11,531)	135,890	(545,344)	681,234	
	Capital Income	0	0	0	0	0	0	
	Capital Expense	0	0	0	0	0	0	
	Reserve Income	(27,782)	0	11,090	(16,692)	0	(16,692)	
	Reserve Expense	0	0	0	0	0	0	
		119,639	0	(441)	119,198	(545,344)	664,542	
	less Depreciation	137,970	0	0	137,970	0	137,970	
		(18,331)	0	(441)	(18,772)	(545,344)	526,573	
	Non-Domestic							
	Operating Income	(338,973)	0	(20,228)	(359,201)	(315,716)	(43,486)	
	Operating Expense	375,828	0	17,346	393,174	179,380	213,794	
	Result (Operating)	36,855	0	(2,883)	33,972	(136,336)	170,309	
	Capital Income	0	0	0	0	0	0	
	Capital Expense	0	0	0	0	0	0	
	Reserve Income	0	0	0	0	0	0	
	Reserve Expense	0	0	0	0	0	0	
		36,855	0	(2,883)	33,972	(136,336)	170,309	
	less Depreciation	34,492	0	0	34,492	0	34,492	
		2,363	0	(2,883)	(520)	(136,336)	135,816	
		(15,968)	0	(3,324)	(19,292)	(681,681)	662,389	
	<i>Operating (Surplus) / Deficit excluding depreciation</i>							
	Domestic	9,451	0	(11,531)	(2,080)	(545,344)	543,264	
	Non-Domestic	2,363	0	(2,883)	(520)	(136,336)	135,816	
	Total	11,814	0	(14,414)	(2,600)	(681,681)	679,081	

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Engineering Administration								
Income								
11.00201.0390	Inspections - Driveways	(546)	0		(546)	(330)	(216)	60%
11.00201.0919	Sundry Income	(564)	0		(564)	8,255	(8,819)	-1464%
11.00221.0755	Sale of Surplus Materials	(622)	0		(622)	0	(622)	0%
	Sub Total	(1,732)	0	0	(1,732)	7,925	(9,657)	-458%
Expense								
11.02201.1058	Softwares (Reflect, Rapid Plan and Civil 3D)	24,635	0		24,635	2,100	22,535	9%
11.02201.1210	Salaries & Wages - Administration	730,062	0		730,062	181,438	548,624	25%
11.02201.1243	Asset Management Plan Revisions	31,978	0		31,978	10,230	21,748	32%
11.02201.1261	Travelling & Accommodation	0	0	5,000	5,000	2,386	2,614	48%
11.02201.1267	Meeting Expenses	38,461	0		38,461	4,579	33,882	12%
11.02201.1501	Consultant Fees	83,586	0		83,586	17,640	65,946	21%
11.02201.1807	Plant Running Expenses	67,735	0		67,735	8,052	59,683	12%
11.02201.2001	Advertising & Publicity	1,089	0		1,089	0	1,089	0%
11.02201.2097	Legal Expenses	2,217	0		2,217	0	2,217	0%
11.02201.2237	Subscriptions - Journals/Publications	14,215	0		14,215	1,890	12,325	13%
11.02201.3056	Purchase Minor Tools & Equipment	7,422	0		7,422	2,557	4,865	34%
11.03401.2210	Valuation Fee	53,690	0		53,690	(590)	54,280	-1%
	Sub Total	1,055,090	0	5,000	1,060,090	230,282	829,808	22%
Depot Operations								
Expense								
11.01601.4003	Depots - Lightning Ridge & Collarenebri	50,814	0		50,814	19,612	31,202	39%
11.03053.4001	Depot - Walgett	12,813	0		12,813	3,139	9,674	24%
	Sub Total	63,627	0	0	63,627	22,751	40,876	36%
Urban Stormwater Drainage								
Expense								
11.01602.2041	Depreciation	110,000	0		110,000	0	110,000	0%
	Sub Total	110,000	0	0	110,000	0	110,000	0%
Environmental Protection								
Expense								
11.01603.1618	Sealed Roads Sweeping	171,955	0		171,955	29,898	142,057	17%
11.01603.1619	Cesspit Cleaning Maintenance	30,953	0		30,953	4,037	26,916	13%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.01603.2738	Sealed Roads - Litter Control	159,915	0		159,915	41,278	118,637	26%
11.01603.3982	Walgett Levee Maintenance	44,595	0	100,000	144,595	68,007	76,588	47%
	Sub Total	407,418	0	100,000	507,418	143,220	364,198	28%
Recreation & Culture								
Income								
11.00431.0925	Carinda Pool	(2,122)	0		(2,122)	0	(2,122)	0%
11.00431.0930	Burren Junction Pool	(3,183)	0	(2,000)	(5,183)	(218)	(4,965)	4%
11.00504.1720	Burren Junction Bore Baths Camping Fees	(26,388)	0		(26,388)	(6,002)	(20,386)	23%
11.00506.0301	Rents & Fees	(200)	0	(873)	(1,073)	(218)	(855)	20%
	Sub Total	(31,893)	0	(2,873)	(34,766)	(6,438)	(28,328)	19%
Expense								
11.03052.2041	Depreciation	348,000	0		348,000	0	348,000	0%
11.03052.3938	Walgett Ovals (1,2,3)	103,365	0	50,000	153,365	56,841	96,524	37%
11.03052.3939	Lightning Ridge Ovals (Spider Brown Oval)	56,522	0		56,522	8,224	48,298	15%
11.03052.3965	Burren Junction Swimming Pool	42,780	0		42,780	2,235	40,545	5%
11.03052.3966	Bore Baths - Collarenebri	10,000	0		10,000	0	10,000	0%
11.03052.3976	Parks & Reserves	411,113	0		411,113	116,309	294,804	28%
11.03052.3978	Other Sporting Fields/Ovals	249,648	0		249,648	110,064	139,584	44%
11.03052.3980	Swimming Pools & Bore Baths Grounds	11,689	0		11,689	336	11,353	3%
11.03052.3987	Swimming Pool - Walgett - Maintenance	169,771	0		169,771	8,160	161,611	5%
11.03052.3988	Swimming Pool - Carinda	52,173	0		52,173	5,244	46,929	10%
11.03052.3989	Swimming Pool - Collarenebri - Maintenance	53,080	0		53,080	7,894	45,186	15%
11.03052.4037	Bore Baths - Walgett	43,113	0		43,113	3,680	39,433	9%
11.03052.4038	Bore Baths - Lightning Ridge	87,893	0		87,893	30,628	57,265	35%
11.03052.4039	Bore Baths - Burren Junction	90,069	0		90,069	15,443	74,626	17%
	Sub Total	1,729,216	0	50,000	1,779,216	365,058	1,414,158	21%
Emergency Services (RFS and SES)								
Income								
11.00565.0506	RFS Fire Hazard Reduction	(60,500)	0		(60,500)	0	(60,500)	0%
11.00565.0512	Grant - Emergency Services Levy (ESL)	(78,826)	0	(11,383)	(90,209)	(90,209)	0	100%
	Sub Total	(139,326)	0	(11,383)	(150,709)	(90,209)	(60,500)	60%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Expense								
11.03565.1288	Office Expenses	2,293	0		2,293	556	1,737	24%
11.03565.1703	RFS Claimable Fire Hazard Reduction	60,500	0		60,500	0	60,500	0%
11.03565.2041	Depreciation	0	0		0	0	0	NA
11.03565.2245	RFS Expense Not Claimable	8,453	0		8,453	1,726	6,727	20%
11.03565.3204	SES Reimbursable Expenses	34,392	0		34,392	110	34,282	0%
11.03565.3955	Contribution to RFS	277,238	0		277,238	0	277,238	0%
11.03565.3957	Subsidy Town Fire Brigades	47,652	0		47,652	0	47,652	0%
11.03566.2245	SES - Sundry Expenses	11,849	0		11,849	471	11,378	4%
11.03566.3954	Contribution - SES Emergency Service Levy	8,985	0		8,985	0	8,985	0%
	Sub Total	451,362	0	0	451,362	2,863	448,499	1%
Transport and Communication								
Income								
11.00141.0922	Aerodromes - Walgett	(12,649)	0	(5,000)	(17,649)	(7,314)	(10,335)	41%
11.00221.0305	Regional Roads Street Lighting Grant	(32,000)	0		(32,000)	0	(32,000)	0%
11.00221.0350	Street Lights - Energy Savings Rebate	(61,170)	0		(61,170)	0	(61,170)	0%
	Sub Total	(105,819)	0	(5,000)	(110,819)	(7,314)	(103,505)	7%
Expense								
11.01410.3970	Aerodrome Grounds	235,731	0		235,731	45,123	190,608	19%
11.01420.1659	Tree Removal Program	39,138	0		39,138	15,680	23,458	40%
11.01420.2326	Aerodrome Interest Paid	1,263	0		1,263	811	452	64%
11.01420.3974	Footpaths Maintenance	61,529	0		61,529	7,098	54,431	12%
11.01420.3975	Parking Areas	16,510	0		16,510	3,001	13,509	18%
11.01420.3979	Street Lighting	171,955	0		171,955	42,290	129,665	25%
11.03052.3983	Radio & Television Transmitters	3,290	0		3,290	90	3,200	3%
	Sub Total	529,416	0	0	529,416	114,093	415,323	22%
Other Transport								
Fleet Operations								
Income								
11.00812.0801	Plant Leaseback Contributions	(55,694)	0		(55,694)	(8,202)	(47,492)	15%
11.00812.0919	Sundry Income	(4,052)	0		(4,052)	0	(4,052)	0%
11.00812.0958	Diesel Fuel Rebate	(62,923)	0		(62,923)	(2,563)	(60,360)	4%
	Sub Total	(122,669)	0	0	(122,669)	(10,765)	(111,904)	9%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Expense								
11.00812.0951	Plant Hire Charges - Internal Transfer	(3,511,929)	0		(3,511,929)	(783,080)	(2,728,849)	22%
11.03400.1261	Travelling & Accommodation	2,217	0		2,217	200	2,017	9%
11.03400.1283	Plant Running Expenses - Operating/Admin Expense	7,704	0		7,704	(1,168)	8,872	-15%
11.03400.1288	Office Expenses	544	0		544	0	544	0%
11.03400.1807	Plant Running Expenses - Fuel	500,622	0		500,622	123,704	376,918	25%
11.03400.1809	Repairs	335,521	0		335,521	73,707	261,814	22%
11.03400.1811	Servicing	105,478	0		105,478	26,853	78,625	25%
11.03400.1814	Plant Running Expenses - Plant Dry Hire	455,670	0		455,670	95,949	359,721	21%
11.03400.1815	Tyres	74,513	0		74,513	11,709	62,804	16%
11.03400.1819	Parts	284,319	0		284,319	66,039	218,280	23%
11.03400.1820	Data Charges - Navman	12,321	0	28,544	40,865	10,914	29,951	27%
11.03400.1822	Registration & Insurance	218,208	0	(30,503)	187,705	186,459	1,246	99%
11.03400.1900	Fuel Tax Credit - Expense	9,437	0	(3,000)	6,437	1,027	5,410	16%
11.03400.2041	Depreciation	970,860	0		970,860	0	970,860	0%
11.03413.1810	Plant & Equipment - Minor Purchases	22,139	0		22,139	0	22,139	0%
Workshop								
Expense								
11.03053.1411	Operations	104,997	0		104,997	28,985	76,012	28%
11.03053.1412	Purchase Minor Tools & Equipment	21,401	0		21,401	0	21,401	0%
11.03053.4005	Equipment Maintenance	2,866	0		2,866	419	2,447	15%
11.03053.4006	Consumables	40,791	0		40,791	15,040	25,751	37%
	Sub Total	(342,321)	0	(4,959)	(347,280)	(143,243)	(204,037)	41%
Gravel								
Income								
11.00355.0811	Gravel Sales - External	(477,405)	0		(477,405)	0	(477,405)	0%
11.00355.0812	Gravel Sales - Internal	(1,053,583)	0		(1,053,583)	(216,858)	(836,725)	21%
	Sub Total	(1,530,988)	0	0	(1,530,988)	(216,858)	(1,314,130)	14%
Expense								
11.03346.2041	Depreciation	2,000	0		2,000	0	2,000	0%
11.03346.3903	Gravel Pits - Restoration	12,224	0		12,224	0	12,224	0%
11.03346.3907	Gravel Pits - Administration	17,111	0		17,111	7,777	9,334	45%
11.03346.3908	Gravel Pits - Push Up	461,007	0		461,007	186,763	274,245	41%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.03346.3909	Gravel Pits - Crushing	265,416	0		265,416	95,398	170,018	36%
11.03346.9700	Borrowing Costs - Amortisation of Discount	5,376	0		5,376	0	5,376	0%
	Sub Total	763,134	0	0	763,134	289,938	473,197	38%
Economic Affairs								
Income							0	
11.00161.0659	Truckwash Revenue	(5,231)	0		(5,231)	0	(5,231)	0%
11.00161.0662	Saleyards Revenue	(3,962)	0		(3,962)	(2,234)	(1,728)	56%
	Sub Total	(9,193)	0	0	(9,193)	(2,234)	(6,959)	24%
Expense								
11.01605.3958	Truckwash Operations & Maintenance	7,196	0		7,196	0	7,196	0%
11.01605.3977	Saleyard Maintenance	10,107	0		10,107	3,270	6,837	32%
	Sub Total	17,303	0	0	17,303	3,270	14,033	19%
Private Works								
Income								
11.00275.0551	Private Works Income	(40,393)	0		(40,393)	0	(40,393)	0%
	Sub Total	(40,393)	0	0	(40,393)	0	(40,393)	0%
Expense								
11.02815.1903	Private Works Expenditure - At Cost Work	34,703	0		34,703	0	34,703	0%
	Sub Total	34,703	0	0	34,703	0	34,703	0%
RMS RMCC Contract Works								
Income								
11.00221.0311	RMCC Routine Services	(1,588,775)	0		(1,588,775)	(335,719)	(1,253,056)	21%
11.00221.0325	RMCC Ordered Works	(4,929,954)	0		(4,929,954)	(44,045)	(4,885,909)	1%
	Sub Total	(6,518,729)	0	0	(6,518,729)	(379,764)	(6,138,965)	6%
Expense								
11.03352.2678	RMCC Supplementary Services	0	0	7,500	7,500	7,500	0	100%
11.03352.2680	RMCC Routine Services	1,588,775	0		1,588,775	185,743	1,403,032	12%
11.03352.2681	RMCC Ordered Works	4,108,295	0		4,108,295	24,424	4,083,871	1%
	Sub Total	5,697,070	0	7,500	5,704,570	217,667	5,486,903	4%
	RTA RMCC Contract Works (Profit)/Loss	(821,659)	0	7,500	(814,159)	(162,097)	(652,062)	20%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Local Road Income								
Income								
11.00221.0341	Grant - Roads to Recovery	(1,235,615)	0		(1,235,615)	0	(1,235,615)	0%
11.00221.0402	Federal Assistance Grant (FAG) - Roads	(2,229,725)	0	1,675,675	(554,050)	(155,509)	(398,541)	28%
11.00221.0919	Sundry Income	(820)	0		(820)	0	(820)	0%
Sub Total		(3,466,160)	0	1,675,675	(1,790,485)	(155,509)	(1,634,976)	9%
Local Roads - Urban								
Expense								
11.03146.1063	Inspection and Reporting	12,625	0		12,625	283	12,342	2%
11.03146.2041	Depreciation	785,666	0		785,666	0	785,666	0%
11.03146.2498	Urban Bridges - Concrete	1,069	0		1,069	0	1,069	0%
11.03146.2506	Unsealed Pavement Maintenance	33,039	0	85,674	118,713	109,285	9,428	92%
11.03146.2540	Corridor - Vegetation Control	410,497	0	(20,000)	390,497	129,123	261,374	33%
11.03146.2541	Sealed Roads Pavement Maintenance	204,497	0		204,497	38,480	166,017	19%
11.03146.2542	Urban Traffic Facilities	30,491	0		30,491	9,315	21,176	31%
11.03146.2543	Corridor- Incident Response	15,715	0		15,715	0	15,715	0%
11.03146.2544	Drainage	127,445	0		127,445	25,072	102,373	20%
11.03146.2738	Litter Control	1,069	0	(1,069)	0	0	0	NA
Sub Total		1,622,113	0	64,605	1,686,718	311,558	1,375,160	18%
Local Roads - Rural								
Expense								
	Unsealed							
11.03148.1063	Inspection and Reporting	76,983	0		76,983	6,729	70,254	9%
11.03148.2041	Depreciation	652,681	0		652,681	0	652,681	0%
11.03148.2506	Shire Roads - Unsealed Pavement Maintenance	434,318	0		434,318	173,395	260,923	40%
11.03148.2508	Bridges - Unsealed Roads	9,961	0		9,961	943	9,018	9%
11.03148.2525	Roads - Reshape formation	41,200	0		41,200	25,000	16,200	61%
11.03148.2540	Corridor- Vegetation Control	12,062	0		12,062	532	11,530	4%
11.03148.2542	Traffic Control	68,593	0		68,593	13,081	55,512	19%
11.03148.2543	Corridor - Incident Response	5,348	0		5,348	0	5,348	0%
11.03148.2544	Drainage	74,165	0		74,165	66,784	7,381	90%
11.03148.2548	Shire Corridor Including Grid Repairs	22,183	0		22,183	600	21,583	3%
11.03148.2738	Litter Control	6,654	0		6,654	121	6,533	2%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
	Sealed							
11.03150.1063	Inspection and Reporting	13,424	0	20,000	33,424	1,307	32,117	4%
11.03150.2041	Depreciation	220,000	0		220,000	0	220,000	0%
11.03150.2326	Interest Paid - Loans Roads Rural	22,195	0		22,195	5,607	16,588	25%
11.03150.2505	Sealed Pavement Maintenance	225,247	0	(20,000)	205,247	53,969	151,278	26%
11.03150.2540	Corridor - Vegetation Control	5,639	0		5,639	1,999	3,640	35%
11.03150.2542	Traffic Facilities	24,343	0		24,343	6,833	17,510	28%
11.03150.2543	Corridor - Incident Response	6,180	0		6,180	0	6,180	0%
11.03150.2544	Shire Drainage	29,388	0		29,388	0	29,388	0%
11.03150.2548	Shire Corridor Including Grid Repairs	36,137	0		36,137	3,640	32,497	10%
11.03150.2642	Shire Bitumen Patching	52,427	0		52,427	1,355	51,072	3%
11.03150.2644	Shire Heavy Patching	104,854	0		104,854	0	104,854	0%
11.03150.2645	Shire Shoulder Grading	17,196	0		17,196	372	16,824	2%
11.03150.2668	Interest on Bridge Loan - Baroka Bridges	17,389	0		17,389	1,798	15,591	10%
	Sub Total	2,178,567	0	0	2,178,567	364,065	1,814,502	17%
	Road Operations (Profit)/Loss	334,520	0	1,740,280	2,074,800	520,114	1,554,686	25%
Regional Roads Operations and Maintenance								
Regional Road Income								
Income								
11.00221.0301	Regional Roads Block Grant	(2,310,800)	0	21,342	(2,289,458)	(1,209,951)	(1,079,507)	53%
11.00221.0306	Regional Roads Block Grant - Supplementary	(146,000)	0	1,000	(145,000)	(72,500)	(72,500)	50%
11.00221.0308	Regional Roads Block Grant Traffic Facilities	(63,000)	0		(63,000)	(31,500)	(31,500)	50%
	Sub Total	(2,519,800)	0	22,342	(2,497,458)	(1,313,951)	(1,183,507)	53%
Expense								
	Unsealed							
11.03180.1063	Inspection and Reporting	13,131	0		13,131	3,575	9,556	27%
11.03180.2041	Depreciation	120,000	0		120,000	0	120,000	0%
11.03180.2326	Interest on Bridge Loan	1,264	0		1,264	811	453	64%
11.03180.2540	Rural Corridor- Vegetation Control	23,110	0		23,110	0	23,110	0%
11.03180.2542	Traffic Control	19,776	0		19,776	1,213	18,563	6%
11.03180.2543	Incident Response	4,115	0		4,115	762	3,353	19%
11.03180.2544	Drainage	10,696	0	56,805	67,501	67,127	374	99%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.03180.2548	Rural Corridor Including Grid Repairs	25,669	0		25,669	0	25,669	0%
11.03180.2617	Rural Unsealed Maintenance Grading	202,025	0		202,025	48,023	154,002	24%
	Sealed							
11.03185.1063	Inspection and Reporting	58,336	0		58,336	2,927	55,409	5%
11.03185.2041	Depreciation	1,553,846	0		1,553,846	0	1,553,846	0%
11.03185.2540	Corridor - Vegetation Control	52,427	0		52,427	10,107	42,320	19%
11.03185.2542	Traffic Facilities	43,224	0	37,484	80,708	34,221	46,487	42%
11.03185.2543	Corridor- Incident Response	5,348	0		5,348	0	5,348	0%
11.03185.2544	Rural Drainage	50,957	0		50,957	587	50,370	1%
11.03185.2546	Rural Shoulder Grading	79,246	0		79,246	9,114	70,132	12%
11.03185.2548	Rural Corridor Including Grid Repairs	25,165	0		25,165	0	25,165	0%
11.03185.2635	Rural Heavy Patching	464,320	0	(25,000)	439,320	150,105	289,215	34%
11.03185.2648	Bitumen Patching	322,449	0		322,449	202,588	119,861	63%
11.03185.2738	Litter Control	13,484	0	(13,484)	0	0	0	NA
	Sub Total	3,088,588	0	55,805	3,144,393	531,160	2,613,233	17%
	Road Operations (Profit)/Loss	568,788	0	78,147	646,935	(782,791)	1,429,726	-121%
Road Operations FLOOD DAMAGE								
Income								
11.00221.0357	Emergency Flood Damage	0	0	(1,414,389)	(1,414,389)	(1,000,000)	(414,389)	71%
11.00221.0358	Flood Works Permanent Restoration	0	0	(705,412)	(705,412)	0	(705,412)	0%
	Sub Total	0	0	(2,119,801)	(2,119,801)	(1,000,000)	(1,119,801)	47%
Regional Road Flood Damage								
Expense								
11.03331.5552	Flood Damage - Regional Roads AGRN 1025	0	0	500,000	500,000	142,231	357,769	28%
11.03331.5553	Flood Damage - Local Roads AGRN 1025	0	0	500,000	500,000	173,849	326,151	35%
11.03331.5557	Flood Damage - AGRN 1034	0	0	500,000	500,000	2,838	497,162	1%
11.03337.5555	Flood Damage - Regional Roads EPA 960	0	0	705,412	705,412	0	705,412	0%
	Sub Total	0	0	2,205,412	2,205,412	318,918	1,886,494	14%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Fleet Renewal & Improvement								
Income								
11.00812.0755	Sale of Vehicle, Plant & Equipment	(388,000)	0		(388,000)	0	(388,000)	0%
11.03413.1246	Cost of Plant sold	150,000	0		150,000	0	150,000	0%
	Sub Total	(238,000)	0	0	(238,000)	0	(238,000)	0%
Expense								
11.10000.0031	Purchase of Vehicles, Plant & Equipment	1,636,000	0		1,636,000	1,968,979	(332,979)	120%
	Sub Total	1,636,000	0	0	1,636,000	1,968,979	(332,979)	120%
CAPEX	Fleet Renewal & Improvements (Profit)/Loss	1,398,000	0	0	1,398,000	1,968,979	(570,979)	141%
Miscellaneous Capital Work								
Expense								
11.10000.0157	Walgett Depot Upgrade	0	0	16,200	16,200	16,200	0	100%
11.10000.0237	Collarenebri Primitive Camping Grounds	0	0	249,955	249,955	0	249,955	0%
	Sub Total	0	0	266,155	266,155	16,200	249,955	6%
Road Renewal & Improvement								
Income								
11.00221.0340	Bridge Grants	0	0	(338,071)	(338,071)	(75,147)	(262,924)	22%
11.00221.0347	Fixing Local Roads	0	0	(1,482,000)	(1,482,000)	0	(1,482,000)	0%
11.00221.0348	Grant - Local Roads & Community Infrastructure (LRCIP)	0	0	(2,419,528)	(2,419,528)	(560,615)	(1,858,913)	23%
11.00221.0380	Restart Grant/Fixing Country Roads	0	0	(6,900,931)	(6,900,931)	15,729	(6,916,660)	0%
11.00221.0384	Roads - Grant Heavy Vehicle Safety and Productivity Program	0	0	(5,050,000)	(5,050,000)	0	(5,050,000)	0%
11.00221.xxxx	Grant - Get Active NSW	0	0	(50,000)	(50,000)	0	(50,000)	0%
	Sub Total	0	0	(16,240,530)	(16,240,530)	(620,033)	(15,620,497)	4%
Local Roads Renewal								
Expense								
11.03150.2325	Loan Principal Repayment - Bridges	306,030	0		306,030	91,129	214,901	30%
11.04300.2514	Urban Streets Seals	0	0	77,141	77,141	77,141	0	100%
11.04300.2550	Urban Streets Reseals	609,598	0	(162,756)	446,842	30,915	415,927	7%
11.04500.2553	Goangra & Hollywood Bridges	0	0	1,193,743	1,193,743	538,641	655,102	45%
11.10000.0057	Footpaths - Collarenebri	0	0	50,000	50,000	0	50,000	0%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.10000.0104	SR112 - Brewon Road	300,000	0	(300,000)	0	0	0	NA
11.10000.0122	Footpaths - Walgett	0	0		0	(19,860)	19,860	NA
11.10000.0147	Grant - R2R Work in Progress	0	0	683,130	683,130	21,616	661,514	3%
11.10000.0161	Footpath/K&G - Agate St Lightning Ridge	0	0	99,287	99,287	99,287	0	100%
11.10000.0162	Footpath/K&G - Kaolin St Lightning Ridge	0	0	215,451	215,451	111,659	103,792	52%
11.10000.0177	Drainage Works - Collarenebri (Herbert St)	0	0	81,454	81,454	811	80,643	1%
11.10000.0178	Drainage Works - Lightning Ridge Kaolin St	0	0	113,000	113,000	113,000	0	100%
11.10000.0179	Drainage and sealing Works - Walgett Fox St	0	0	327,154	327,154	(2,595)	329,749	-1%
11.10000.0197	Carinda - Hare St road rehabilitation	0	0	88,342	88,342	88,185	157	100%
11.10000.0198	Footpath - Walgett	300,000	0	(300,000)	0	0	0	NA
11.10000.0200	Reseals - Bugilbone Road	50,000	0	(50,000)	0	0	0	NA
11.10000.0203	Drainage, Heavy Patch & Seal Euroka St	350,000	0	248,000	598,000	0	598,000	0%
11.10000.0204	Kerb & Gutter - Collarenebri Wilson & High Sts	150,000	0	246,244	396,244	0	396,244	0%
11.10000.0207	Drainage - Burren Junction	0	0	64,720	64,720	0	64,720	0%
11.10000.0219	SR98 Lorne Road - Reconstruct & Seal	0	0	2,070,000	2,070,000	13,630	2,056,370	1%
11.10000.0220	SR55 Burranbaa Road - Seal	0	0	2,706,581	2,706,581	1,432,692	1,273,889	53%
11.10000.0230	Opal Street Footpath - Lightning Ridge	0	0	210,000	210,000	0	210,000	0%
11.10000.0232	Miners Road - Grawin	0	0	180,000	180,000	85	179,915	0%
11.10000.0233	Gravel re-sheeting local roads	0	0	731,230	731,230	0	731,230	0%
11.10000.0241	Drainage - Converting open drains, spoon	100,000	0		100,000	0	100,000	0%
11.10000.0244	SR Unsealed - Bridge Approach Sealing	30,000	0		30,000	0	30,000	0%
11.10000.0253	Local Roads - School Bus Route Resheeting	400,000	0		400,000	0	400,000	0%
	Sub Total	2,595,628	0	8,572,721	11,168,349	2,596,337	8,572,012	23%
Regional Roads Renewal								
Expense								
11.10000.0021	RR7716 Come by Chance Rd Upgrade 52 km	1,006,067	0	11,427,636	12,433,703	(688,032)	13,121,735	-6%
11.10000.0206	Upgrade RR457 Gundabloui Rd	0	0	410,816	410,816	410,816	0	100%
11.10000.0221	RR329 Merrywinebone Road H/Patch & Reseal	0	0	211,196	211,196	211,196	0	100%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
11.10000.0222	RR333 Cumberdoon Way H/Patch & Reseal	0	0	313,707	313,707	136,667	177,040	44%
11.10000.0242	RR383 - Pilliga Road	100,255	0		100,255	0	100,255	0%
	Sub Total	1,106,322	0	12,363,355	13,469,677	70,647	13,399,030	1%
CAPEX	Roads CAPEX (profit)/loss	3,701,950	0	4,695,546	8,397,496	2,046,951	6,350,545	24%
Transport and Communication								
Revenue								
11.00141.0373	Aerodromes - Grant	0	0	(64,800)	(64,800)	0	(64,800)	0%
	Sub Total	0	0	(64,800)	(64,800)	0	(64,800)	0%
Expenses								
11.01420.2325	Loan Principal Repayment - Aerodrome	64,317	0		64,317	31,930	32,387	50%
11.10000.0254	Aerodromes Safety Upgrade	0	0	129,600	129,600	18,211	111,389	14%
	Sub Total	64,317	0	129,600	193,917	50,141	143,776	26%
Reserve Movements								
Income								
11.00812.9801	Transfer from Plant Reserve - Operational	(1,398,000)	0		(1,398,000)	0	(1,398,000)	0%
	Transfers from Reserves Unspent Grants	0	0	(794,390)	(794,390)	0	(794,390)	0%
	Transfers from Reserves - FAG Advance	0	0	(1,672,294)	(1,672,294)	0	(1,672,294)	0%
11.00812.9813	Transfer from Res Unspent Grants Liabilities	0	0	(4,231,582)	(4,231,582)	0	(4,231,582)	0%
11.00812.9909	Unspent Loans	(863,945)	0	108,349	(755,596)	0	(755,596)	0%
	Sub Total	(2,261,945)	0	(6,589,917)	(8,851,862)	0	(8,851,862)	0%
Expense								
	Transfer to Reserve - FAG Advance	0	0		0	0	0	NA
11.03400.9919	Transfer to Reserve - Plant	970,860	0		970,860	0	970,860	0%
	Sub Total	970,860	0	0	970,860	0	970,860	0%
SUMMARY								
	OPERATIONAL (SURPLUS)/DEFICIT	2,918,584	0	2,042,323	4,960,907	(403,518)	5,364,425	17
	CAPITAL (SURPLUS)/DEFICIT	5,164,267	0	5,026,501	10,190,768	4,082,271	6,108,497	40%
	RESERVE MOVEMENTS	(1,291,085)	0	(6,589,917)	(7,881,002)	0	(7,881,002)	0%
	Engineering & Tech Services (Surplus)/Deficit	6,791,766	0	478,907	7,270,673	3,678,753	3,591,920	51%

<u>Director, Engineering & Technical Services</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised Annual Budget	Actual YTD (inc Committals)	Budget Remaining	% Budget
Engineering & Technical Services Summary								
	Operating Income	(14,486,702)	0	(441,040)	(14,927,742)	(3,175,117)	(11,752,625)	
	Operating Expense	17,405,286	0	2,483,363	19,888,649	2,771,599	17,117,050	
		2,918,584	0	2,042,323	4,960,907	(403,518)	5,364,425	
	Capital Income	(238,000)	0	(16,305,330)	(16,543,330)	(620,033)	(15,923,297)	
	Capital Expense	5,402,267	0	21,331,831	26,734,098	4,702,304	22,031,794	
		5,164,267	0	5,026,501	10,190,768	4,082,271	6,108,497	
	Reserve Income	(2,261,945)	0	(6,589,917)	(8,851,862)	0	(8,851,862)	
	Reserve Expense	970,860	0	0	970,860	0	970,860	
		(1,291,085)	0	(6,589,917)	(7,881,002)	0	(7,881,002)	
	Engineering & Tech Services (Surplus)/Deficit	6,791,766	0	478,907	7,270,673	3,678,753	3,591,920	

<u>Director, Engineering & Technical Services -WATER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
Water Management Program - WALGETT								
Income								
12.00021.0101	Water Charges Income	(1,126,927)	0	(25,343)	(1,152,270)	(1,152,270)	0	100%
12.00021.0104	Pension Rebate Write-Off	4,244	0	153	4,397	4,397	0	100%
12.00021.0110	Water Consumption	(358,359)	0		(358,359)	3,315	(361,674)	-1%
12.00021.0122	Sale of Filtered Water	(1,291)	0		(1,291)	(477)	(814)	37%
12.00021.0134	Water Security Grant (Weir)	0	0	(514,500)	(514,500)	0	(514,500)	0%
12.00021.0193	Interest from Investments	(2,109)	0	(68,000)	(70,109)	(17,717)	(52,392)	25%
12.00021.0285	Interest on Water Usage Charges	(4,923)	0	(5,000)	(9,923)	(2,423)	(7,500)	24%
12.00021.0295	Interest on Overdue Rates & Charges	(6,778)	0	(7,000)	(13,778)	(3,368)	(10,410)	24%
12.00021.0451	Pensioner Rate Subsidy	(2,289)	0		(2,289)	0	(2,289)	0%
12.00021.0595	Other Income	(9,182)	0		(9,182)	(616)	(8,566)	7%
12.00021.0600	New Water Service Connection	(11,199)	0		(11,199)	(4,713)	(6,486)	42%
12.00021.0615	Legal Income	(11,972)	0		(11,972)	0	(11,972)	0%
12.00021.8000	Council Property Rating Offset Account	119,710	0	6,228	125,938	125,938	0	100%
12.04821.2038	Charges - Write Off	2,475	0		2,475	0	2,475	0%
12.04821.2039	Interest - Write Off	0	0	26	26	0	26	0%
12.04821.2060	Water - Write Off	1,151	0		1,151	0	1,151	0%
12.04821.2061	Water - Write Off	11	0		11	0	11	0%
Sub Total		(1,407,438)	0	(613,436)	(2,020,874)	(1,047,934)	(972,940)	52%
Expense								
12.04821.1545	Town Bore Maintenance	50,447	0		50,447	9,334	41,113	19%
12.04821.2041	Depreciation	353,786	0		353,786	0	353,786	0%
12.04821.2043	Revaluation of Assets	2,295	0	(2,295)	0	0	0	NA
12.04821.2304	Telemetry and Computerisation	14,886	0		14,886	3,513	11,373	24%
12.04821.2310	Water Meter Replacements & Repairs	6,858	0	20,000	26,858	7,158	19,700	27%
12.04821.2320	Software, IT, & Meter Readers	3,109	0	(3,109)	0	0	0	NA
12.04821.2455	Surface License Costs - DNR	88,844	0		88,844	2,163	86,681	2%
12.04821.2459	Filtration Plant - Chemicals	58,854	0		58,854	17,184	41,670	29%
12.04821.2461	Save Water Alliance Fees	574	0		574	0	574	0%

<u>Director, Engineering & Technical Services -WATER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
12.04821.2462	Reservoirs - Operations	3,324	0		3,324	260	3,064	8%
12.04821.2464	Reservoirs - Repairs and Maintenance	15,000	0		15,000	0	15,000	0%
12.04821.2465	Mains - Operations	30,815	0		30,815	0	30,815	0%
12.04821.2466	Mains - Repairs and Maintenance	227,070	0		227,070	23,675	203,395	10%
12.04821.2468	Valve/Hydrant Repair	11,648	0		11,648	3,874	7,774	33%
12.04821.2481	Meter Readings	13,218	0	(2,763)	10,455	468	9,987	4%
12.04821.2483	Water Service Connection	50,817	0		50,817	0	50,817	0%
12.04821.2484	Pumping Station - Operations	41,005	0		41,005	5,864	35,141	14%
12.04821.2485	Pumping Stations - Repair and Maintenance	64,524	0		64,524	10,303	54,221	16%
12.04821.2486	Filtration Plant - Operations	235,588	0		235,588	74,903	160,685	32%
12.04821.2487	Filtration Plant - Repairs and Maintenance	92,778	0		92,778	8,332	84,446	9%
12.04821.2921	Water Utilities Group fees	9,272	0	(88)	9,184	9,184	0	100%
12.04821.2922	Water Utilities Group project costs	10,485	0		10,485	0	10,485	0%
12.04821.2923	Integrated Catchment Water Management	40,000	0	1,459	41,459	37,811	3,648	91%
12.04821.4031	Engineering Administration (Internal)	108,980	0		108,980	27,245	81,735	25%
12.04821.4047	Telemetry Support Agreement Fee	17,195	0		17,195	0	17,195	0%
	Sub Total	1,551,372	0	13,204	1,564,576	241,271	1,323,305	15%
	Walgett Operating (Surplus)/Deficit	143,934	0	(600,232)	(456,298)	(806,663)	350,365	177%
NOW Aboriginal Communities Contract								
Income								
12.00021.0114	NOW Aboriginal Communities O&M Fee	(240,242)	0		(240,242)	(92,076)	(148,166)	38%
12.00021.0115	NOW Aboriginal Communities Emergency Fee	(206,957)	0		(206,957)	0	(206,957)	0%
	Sub Total	(447,199)	0	0	(447,199)	(92,076)	(355,123)	21%

<u>Director, Engineering & Technical Services -WATER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
Expense								
12.04821.1002	NOW Aboriginal Communities O&M Exp	240,738	0		240,738	8,883	231,855	4%
12.04821.1003	NOW Aboriginal Communities Emergency Exp	181,817	0		181,817	0	181,817	0%
	Sub Total	422,555	0	0	422,555	8,883	413,672	2%
NOW Aboriginal Communities Contract Operating (Surplus)/Deficit		(24,644)	0	0	(24,644)	(83,193)	58,549	338%
Water Management Program - LIGHTNING RIDGE								
Income								
13.00041.0101	Water Charges Income	(369,229)	0	(3,148)	(372,377)	(372,377)	0	100%
13.00041.0104	Pension Rebate Write-Off	12,513	0	(427)	12,086	12,086	0	100%
13.00041.0110	Water Consumption	(139,454)	0		(139,454)	105	(139,559)	0%
13.00041.0193	Interest from Investments	(6,979)	0	(63,000)	(69,979)	(17,736)	(52,243)	25%
13.00041.0285	Interest on Overdue Water Usage Charges	(1,037)	0		(1,037)	(319)	(718)	31%
13.00041.0295	Interest on Overdue Rates & Charges	(1,236)	0		(1,236)	(600)	(636)	49%
13.00041.0451	Pensioner Rate Subsidy	(6,681)	0		(6,681)	0	(6,681)	0%
13.00041.0595	Other statutory income (s68)	(8,361)	0		(8,361)	0	(8,361)	0%
13.00041.0596	Standpipe Fee	(1,399)	0		(1,399)	0	(1,399)	0%
13.00041.0600	New Water Service Connection	(8,987)	0		(8,987)	(675)	(8,312)	8%
13.00041.0615	Legal Income	(3,472)	0		(3,472)	0	(3,472)	0%
13.00041.8000	Council Property Rating Offset	14,844	0	(53)	14,791	14,791	0	100%
13.04841.2039	Interest Write Off - Rates	336	0		336	0	336	0%
13.04841.2060	Water- Write Off	341	0		341	0	341	0%
	Sub Total	(518,801)	0	(66,628)	(585,429)	(364,725)	(220,704)	62%
Expense								
13.04841.2041	Depreciation	223,672	0		223,672	0	223,672	0%
13.04841.2043	Revaluation of Assets	1,817	0	(1,817)	0	0	0	NA
13.04841.2100	Licenses	6,490	0		6,490	543	5,947	8%
13.04841.2301	AvData Telemetry Standpipes	11,083	0		11,083	0	11,083	0%
13.04841.2304	Telemetry and Computerisation	9,171	0		9,171	0	9,171	0%

<u>Director, Engineering & Technical Services -WATER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
13.04841.2310	Water Meter Replacement & Repairs	3,439	0		3,439	663	2,776	19%
13.04841.2320	Software, IT, & Meter Readers	1,146	0		1,146	0	1,146	0%
13.04841.2453	Algae Monitor / Treatment	8,166	0		8,166	0	8,166	0%
13.04841.2458	Cooling Tower Repair & Maintenance	1,500	0		1,500	0	1,500	0%
13.04841.2461	Save Water Alliance Fees	475	0		475	0	475	0%
13.04841.2462	Reservoirs - Operations	37,347	0		37,347	1,536	35,811	4%
13.04841.2464	Reservoirs - Repairs and Maintenance	6,017	0		6,017	0	6,017	0%
13.04841.2465	Mains - Operations	1,779	0		1,779	0	1,779	0%
13.04841.2466	Mains - Repairs and Maintenance	76,267	0		76,267	23,522	52,745	31%
13.04841.2471	Bore - Maintenance and Repairs	11,783	0		11,783	569	11,214	5%
13.04841.2480	Water Connection Maintenance	5,636	0		5,636	416	5,220	7%
13.04841.2481	Meter Readings	16,200	0	21,933	38,133	288	37,845	1%
13.04841.2483	New Water Service Connection	7,402	0		7,402	5,671	1,731	77%
13.04841.2484	Pumping station - Operations	52,125	0		52,125	283	51,842	1%
13.04841.2485	Pumping station -Repairs and maintenance	60,274	0		60,274	5,341	54,933	9%
13.04841.4031	Administration on-cost	24,169	0		24,169	6,042	18,127	25%
	Sub Total	565,958	0	20,116	586,074	44,874	541,200	8%
	Lightning Ridge Operating (Surplus)/Deficit	47,157	0	(46,512)	645	(319,851)	320,496	-49589%
Water Management Program - COLLARENEBRI								
Income								
14.00061.0101	Water Charges Income	(350,279)	0	(1,024)	(351,303)	(351,303)	0	100%
14.00061.0104	Pension Rebate Write-Off	2,538	0	87	2,625	2,625	0	100%
14.00061.0110	Water Consumption	(120,847)	0		(120,847)	1,853	(122,700)	-2%
14.00061.0285	Interest on Overdue Rates & Charges	(1,133)	0		(1,133)	(382)	(751)	34%
14.00061.0295	Interest on Overdue Rates & Charges	(3,576)	0		(3,576)	(1,625)	(1,951)	45%
14.00061.0451	Pensioner Rate Subsidy	(1,435)	0		(1,435)	0	(1,435)	0%
14.00061.0595	Other income	(5,913)	0		(5,913)	0	(5,913)	0%
14.00061.0600	New Water Service Connection	(2,865)	0		(2,865)	0	(2,865)	0%

<u>Director, Engineering & Technical Services -WATER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
14.00061.0615	Legal Income	(7,240)	0		(7,240)	0	(7,240)	0%
14.00061.8000	Council Property Rating Offset Account	33,595	0	(18,341)	15,254	15,254	0	100%
14.04861.2038	Charges - Write Off	0	0	(580)	(580)	0	(580)	0%
14.04861.2039	Interest Write Off	66	0		66	0	66	0%
14.04861.2060	Water - Write Off	552	0		552	0	552	0%
Sub Total		(456,537)	0	(19,858)	(476,395)	(333,578)	(142,817)	70%
Expense								
14.04861.2041	Depreciation	221,144	0		221,144	0	221,144	0%
14.04861.2043	Revaluation of Assets	1,338	0	(1,338)	0	0	0	NA
14.04861.2310	Water Meter Replacement & Repairs	3,439	0		3,439	536	2,903	16%
14.04861.2455	Surface License Costs	5,391	0		5,391	0	5,391	0%
14.04861.2459	Filtration Plant - Chemicals	14,138	0		14,138	3,010	11,128	21%
14.04861.2461	Save Water Alliance Fees	208	0		208	0	208	0%
14.04861.2462	Reservoirs Operations	4,472	0		4,472	0	4,472	0%
14.04861.2464	Reservoirs - Repairs and Maintenance	15,071	0		15,071	0	15,071	0%
14.04861.2465	Mains - Operations	4,736	0		4,736	2,142	2,594	45%
14.04861.2466	Mains - Repairs and Maintenance	70,627	0		70,627	4,311	66,316	6%
14.04861.2468	Valve/Hydrant Repair	5,000	0		5,000	0	5,000	0%
14.04861.2469	Bore Operations	5,253	0		5,253	0	5,253	0%
14.04861.2471	Bore - Maintenance and Repairs	1,000	0		1,000	0	1,000	0%
14.04861.2481	Meter Readings	10,319	0		10,319	0	10,319	0%
14.04861.2483	New Water Service Connection	17,580	0		17,580	0	17,580	0%
14.04861.2484	Pumping Stations - Operations	36,090	0	40,000	76,090	19,509	56,581	26%
14.04861.2485	Pumping Stations - Repair and Maintenance	27,487	0		27,487	128	27,359	0%
14.04861.2486	Filtration Plant -Operations	105,319	0		105,319	27,626	77,693	26%
14.04861.2487	Filtration Plant - Repairs and Maintenance	59,317	0	100,000	159,317	66,880	92,437	42%

<u>Director, Engineering & Technical Services -WATER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
14.04861.4031	Engineering Administration (Internal)	43,380	0		43,380	10,845	32,535	25%
14.04861.4049	Contract VEOLA WTP Operations	5,000	0		5,000	0	5,000	0%
	Sub Total	656,309	0	138,662	794,971	134,987	659,984	17%
	Collarenebri Operating (Surplus)/Deficit	199,772	0	118,804	318,576	(198,591)	517,167	-62%
Water Management Program - VILLAGES								
Income								
19.00021.0103	Pension Rebate Write off - Rowena	788	0		788	788	0	100%
19.00021.0106	Carinda Town Bore Water Charges	(27,653)	0	12	(27,641)	(27,641)	0	100%
19.00021.0108	Water Charges Income - Rowena	(10,930)	0	6	(10,924)	(10,924)	0	100%
19.00021.0110	Water Consumption - Carinda	(12,345)	0		(12,345)	0	(12,345)	0%
19.00021.0111	Water Consumption - Rowena	(4,148)	0		(4,148)	0	(4,148)	0%
19.00021.0285	Interest on Overdue Rates and Charges - Villages	(415)	0		(415)	(35)	(380)	8%
19.00021.0296	Interest on Overdue Rates and Charges - Rowena	(534)	0		(534)	(244)	(290)	46%
19.00021.0451	Pensioner Rate - Subsidy	(445)	0		(445)	0	(445)	0%
19.00021.0600	New Water Service Connection	(1,399)	0		(1,399)	0	(1,399)	0%
19.00021.0630	Sundry Income	(804)	0		(804)	0	(804)	0%
19.00021.0615	Legal Income	(1,738)	0		(1,738)	0	(1,738)	0%
19.00021.8000	Council Property Rating Offset Account	713	0	2,439	3,152	3,152	0	100%
19.04826.2060	Water - Write Off	197	0		197	0	197	0%
	Sub Total	(58,713)	0	2,457	(56,256)	(34,904)	(21,352)	62%
Expense								
	Rowena							
19.04826.2041	Depreciation	19,336	0		19,336	0	19,336	0%
19.04826.2100	Licenses	214	0		214	0	214	0%
19.04826.2301	AvData Telemetry Standpipes	229	0		229	0	229	0%
19.04826.2454	Chemicals & Disinfection	1,500	0		1,500	0	1,500	0%
19.04826.2455	Surface License Costs - Dept LW&C	214	0		214	0	214	0%
19.04826.2457	Inspections	3,400	0		3,400	0	3,400	0%

<u>Director, Engineering & Technical Services -WATER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
19.04826.2462	Reservoirs - Operations	4,586	0	5,000	9,586	3,745	5,841	39%
19.04826.2464	Reservoirs - Repairs & Maintenance	7,316	0	5,000	12,316	7,296	5,020	59%
19.04826.2465	Mains - Operations	1,683	0		1,683	0	1,683	0%
19.04826.2466	Mains - Repairs and Maintenance	7,613	0		7,613	0	7,613	0%
19.04826.2469	Bore - Operations	6,138	0		6,138	0	6,138	0%
19.04826.2481	Meter Readings	1,146	0		1,146	0	1,146	0%
19.04826.2483	Water Service Connection	1,247	0		1,247	0	1,247	0%
19.04826.2484	Pumping Stations - Operations	7,451	0		7,451	898	6,553	12%
19.04826.2485	Pumping Stations - Repair and Maintenance	802	0	13,722	14,524	3,631	10,893	25%
19.04826.4031	Engineering Administration (Internal)	2,101	0		2,101	525	1,576	25%
Carinda								
19.04827.2041	Depreciation	15,156	0		15,156	0	15,156	0%
19.04827.2043	Revaluation of Assets	286	0	(286)	0	0	0	NA
19.04827.2310	Water Meter Replacements & Repairs	1,146	0		1,146	0	1,146	0%
19.04827.2454	Chemicals & Disinfection	1,500	0		1,500	0	1,500	0%
19.04827.2462	Reservoirs - Operations	4,161	0		4,161	0	4,161	0%
19.04827.2464	Reservoirs - Repairs and Maintenance	5,043	0		5,043	0	5,043	0%
19.04827.2465	Mains - Operations	3,600	0		3,600	0	3,600	0%
19.04827.2466	Mains - Repairs and Maintenance	19,669	0		19,669	521	19,148	3%
19.04827.2481	Meter Readings	3,760	0		3,760	470	3,290	13%
19.04827.2483	New Water Service Connection	2,750	0		2,750	0	2,750	0%
19.04827.2484	Pumping Stations - Operations	2,407	0		2,407	(27)	2,434	-1%
19.04827.2485	Pumping Stations - Repairs & Maintenance	3,324	0		3,324	0	3,324	0%
19.04827.4031	Engineering Administration (Internal)	2,381	0		2,381	595	1,786	25%
Cumborah								
19.04828.2041	Depreciation	32,064	0		32,064	0	32,064	0%
19.04828.2322	Standpipe Operations	5,000	0		5,000	0	5,000	0%
19.04828.2454	Chemicals/Disinfectio	2,171	0		2,171	0	2,171	0%
19.04828.2462	Reservoirs Operations	2,176	0		2,176	0	2,176	0%
19.04828.2469	Bore - Operations	0	0	1,200	1,200	552	648	46%

<u>Director, Engineering & Technical Services -WATER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
19.04828.2471	Bore - Maintenance and Repairs	0	0	1,500	1,500	590	910	39%
19.04828.2484	Pumping Station - Operations	3,266	0		3,266	0	3,266	0%
19.04828.2485	Pumping Stations - Repair and Maintenance	1,500	0		1,500	0	1,500	0%
19.04828.4031	Engineering Administration (Internal)	399	0		399	100	299	25%
Burren Junction & Grawin								
19.04829.2041	Depreciation	528	0		528	0	528	0%
19.04829.2469	Bore - Operations	3,500	0		3,500	789	2,711	23%
19.04829.2471	Bore - Maintenance and Repairs	2,815	0	10,000	12,815	6,983	5,832	54%
	Sub Total	183,578	0	36,136	219,714	27,103	192,611	12%
Village Operating (Surplus)/Deficit		124,865	0	38,593	163,458	(7,801)	171,259	-5%
Capital Programme - WALGETT								
Expense								
12.04822.2054	Water System Assets	100,000	0	(34,824)	65,176	0	65,176	0%
12.04822.2281	Water Security Walgett (weir)	0	0	514,500	514,500	106,217	408,283	21%
12.04822.2356	Telemetry & Computerisation Replacement	27,932	0		27,932	0	27,932	0%
12.04822.2357	Plant and equipment	0	0	34,824	34,824	0	34,824	0%
	Sub Total	127,932	0	514,500	642,432	106,217	536,215	17%
Walgett Capital (Surplus)/Deficit		127,932	0	514,500	642,432	106,217	536,215	17%
Capital Programme - LIGHTNING RIDGE								
Income								
13.00041.0710	Grant - Restart NSW	(1,200,000)	0		(1,200,000)	(14,937)	(1,185,063)	1%
	Sub Total	(1,200,000)	0	0	(1,200,000)	(14,937)	(1,185,063)	1%

<u>Director, Engineering & Technical Services -WATER</u>								
Expense		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
13.04846.1667	Cooling System - Lightning Ridge	1,500,000	0		1,500,000	119,598	1,380,402	8%
13.04846.2054	Water Assets WIP	70,840	0		70,840	0	70,840	0%
	Sub Total	1,570,840	0	0	1,570,840	119,598	1,451,242	8%
	L/Ridge Capital (Surplus)/Deficit	370,840	0	0	370,840	104,661	266,179	28%
Capital Programme - COLLARENEBRI								
Expense								
14.01001.2722	Transfer to Operational Expenditure from Capital Expense	0	0	(1,695)	(1,695)	(1,695)	0	100%
14.04866.1662	Collarenebri Pre-Treatment & Sludge Handling Study	0	0	1,695	1,695	1,695	0	100%
14.04866.2054	Water System Assets	100,000	0	(56,150)	43,850	0	43,850	0%
14.04866.2304	Telemetry and Computerisation	21,518	0		21,518	0	21,518	0%
14.04866.2474	New Pipelines	0	0	56,150	56,150	56,150	0	100%
	Sub Total	121,518	0	0	121,518	56,150	65,368	46%
	Collarenebri Capital (Surplus)/Deficit	121,518	0	0	121,518	56,150	65,368	46%
Capital Programme - Villages								
Expense								
19.04888.2304	Telemetry and Computerisation	105,475	0		105,475	4,020	101,455	4%
	Sub Total	105,475	0	0	105,475	4,020	101,455	0
	CumborahCapital (Surplus)/Deficit	105,475	0	0	105,475	4,020	101,455	4%
Reserve Movements								
Income								
12.00021.9806	Transfer From Reserves - Capital	(725,765)	0		(725,765)	0	(725,765)	0%
	Sub Total	(725,765)	0	0	(725,765)	0	(725,765)	0%

<u>Director, Engineering & Technical Services -WATER</u>								
Expense		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
12.04821.9919	Transfer to Reserves - Operational	322,714	0	(25,153)	297,561	0	297,561	0%
	Sub Total	322,714	0	(25,153)	297,561	0	297,561	0%
SUMMARY								
	OPERATIONAL (SURPLUS)/DEFICIT	491,084	0	(489,347)	1,737	(1,416,099)	1,417,836	-81526%
	CAPITAL (SURPLUS)/DEFICIT	725,765	0	514,500	1,240,265	271,048	969,217	22%
	RESERVE MOVEMENTS	(403,051)	0	(25,153)	(428,204)	0	(428,204)	0%
	Result including depreciation	813,798	0	0	813,798	(1,145,051)	1,958,849	
	less: Depreciation	(865,686)	0	0	(865,686)	0	(865,686)	
	Water Fund Result (Profit)/Loss	(51,888)	0	0	(51,888)	(1,145,051)	1,093,163	2207%
Water Services Summary								
	Operating Income	(2,888,688)	0	(697,465)	(3,586,153)	(1,873,217)	(1,712,936)	
	Operating Expense	3,379,772	0	208,118	3,587,890	457,118	3,130,772	
		491,084	0	(489,347)	1,737	(1,416,099)	1,417,836	
	less: Depreciation	(865,686)	0	0	(865,686)	0	(865,686)	
	Cash Result (Operating)	(374,602)	0	(489,347)	(863,949)	(1,416,099)	552,150	
	Capital Income	(1,200,000)	0	0	(1,200,000)	(14,937)	(1,185,063)	
	Capital Expense	1,925,765	0	514,500	2,440,265	285,985	2,154,280	
		725,765	0	514,500	1,240,265	271,048	969,217	

<u>Director, Engineering & Technical Services -WATER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
	Reserve Income	(725,765)	0	0	(725,765)	0	(725,765)	
	Reserve Expense	322,714	0	(25,153)	297,561	0	297,561	
		(403,051)	0	(25,153)	(428,204)	0	(428,204)	
	Water Fund Result (Profit)/Loss (Excl Depn)	(51,888)	0	0	(51,888)	(1,145,051)	1,093,163	
	Net (Including Depreciation)	813,798	0	0	813,798	(1,145,051)	1,958,849	

<u>Director, Engineering & Technical Services - SEWER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
Sewerage Operational Programme - WALGETT								
Income								
15.00081.0151	Sewer Charges Income	(424,999)	0	(1,973)	(426,972)	(426,972)	0	100%
15.00081.0152	Sewer Cistern Income	(22,129)	0	(141)	(22,270)	(22,270)	0	100%
15.00081.0153	Sewer Pedestal Income	(46,859)	0	(97)	(46,956)	(46,956)	0	100%
15.00081.0164	Pension Rebate Write-Off	4,371	0	(62)	4,309	4,309	0	100%
15.00081.0193	Interest on Investments	(1,001)	0	(53,000)	(54,001)	(13,435)	(40,566)	25%
15.00081.0295	Interest on Overdue Rates and Charges	(5,527)	0		(5,527)	(1,657)	(3,870)	30%
15.00081.0451	Pensioner Rate Subsidy	(2,306)	0		(2,306)	0	(2,306)	0%
15.00081.0526	Property Insurance Claims Income	0	0	(2,000)	(2,000)	(2,000)	0	100%
15.00081.0595	Other Income	(9,068)	0		(9,068)	0	(9,068)	0%
15.00081.0921	Sundry Income	(1,419)	0		(1,419)	0	(1,419)	0%
15.00081.8000	Council Property Rating Offset Account	25,609	0	4,544	30,153	30,153	0	100%
15.00082.0126	NOW Walgett - Namoi & Gingie	(44,792)	0		(44,792)	0	(44,792)	0%
15.04881.2038	Charges - Write Off	1,694	0		1,694	0	1,694	0%
15.04881.2039	Interest Write Off	10	0		10	0	10	0%
Walgett Operating Income		(526,416)	0	(52,729)	(579,145)	(478,828)	(100,317)	83%
Expense								
15.04881.1853	CCTV Sewer Inspections - Walgett	14,757	0		14,757	0	14,757	0%
15.04881.1903	Private Works expenditure	1,720	0	(1,720)	0	0	0	NA
15.04881.2041	Depreciation	272,244	0		272,244	0	272,244	0%
15.04881.2304	Telemetry and Computerisation	4,845	0		4,845	0	4,845	0%
15.04881.2463	Sewer Main Repairs	60,273	0	(1,280)	58,993	6,238	52,755	11%
15.04881.2478	EPA Licence Fee	4,727	0		4,727	0	4,727	0%
15.04881.2483	House Connection Repairs	5,904	0		5,904	142	5,762	2%
15.04881.2484	Pumping Station - Operations	39,743	0		39,743	2,648	37,095	7%
15.04881.2485	Pumping Stations - Repair and Maintenance	51,464	0		51,464	11,677	39,787	23%
15.04881.2488	Treatment Works -Operations	102,931	0		102,931	20,924	82,007	20%
15.04881.2489	Treatment Works - Repairs and Maintenance	50,000	0	30,000	80,000	24,386	55,614	30%

<u>Director, Engineering & Technical Services - SEWER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
15.04881.4031	Administration on-cost	53,230	0		53,230	13,308	39,922	25%
15.04881.4069	EPA Monitoring System	0	0	3,000	3,000	0	3,000	0%
	Walgett Operating Expense	661,838	0	30,000	691,838	79,324	612,514	11%
	Walgett Operating (Surplus)/Deficit	135,422	0	(22,729)	112,693	(399,504)	512,197	-355%
Sewerage Operational Programme - LIGHTNING RIDGE								
Income								
16.00101.0151	Sewer Charges Income	(363,859)	0	(4,286)	(368,145)	(368,145)	0	100%
16.00101.0152	Sewer Cistern Income	(19,891)	0	(2,269)	(22,160)	(22,160)	0	100%
16.00101.0153	Sewer Pedestal Income	(23,065)	0	(63)	(23,128)	(23,128)	0	100%
16.00101.0164	Pension Rebate Write-Off	12,528	0	(858)	11,670	11,670	0	100%
16.00101.0193	Interest on Investments	(1,101)	0	(60,000)	(61,101)	(19,593)	(41,508)	32%
16.00101.0295	Interest on Overdue Rates and Charges	(1,921)	0	(1,000)	(2,921)	(741)	(2,180)	25%
16.00101.0451	Pensioner Rate Subsidy	(6,677)	0		(6,677)	0	(6,677)	0%
16.00101.0595	Sundry Income	(2,964)	0		(2,964)	0	(2,964)	0%
16.00101.8000	Council Property Rating Offset Account	8,473	0	23	8,496	8,496	0	100%
	L/Ridge Operating Income	(398,477)	0	(68,453)	(466,930)	(413,601)	(53,329)	89%
Expense								
16.04901.1853	CCTV Sewer Inspections - Lightning Ridge	7,378	0		7,378	0	7,378	0%
16.04901.2041	Depreciation	135,976	0		135,976	0	135,976	0%
16.04901.2304	Telemetry and Computerisation	1,771	0		1,771	0	1,771	0%
16.04901.2320	Software, IT	4,937	0		4,937	0	4,937	0%
16.04901.2460	Technical and Supervision	1,181	0		1,181	0	1,181	0%
16.04901.2463	Sewer Main Repairs	16,599	0	16,000	32,599	15,730	16,869	48%
16.04901.2483	House Connection Repairs	5,904	0		5,904	193	5,711	3%
16.04901.2484	Pumping Station - Operations	38,071	0		38,071	8,188	29,883	22%
16.04901.2485	Pumping Stations - Repair and Maintenance	18,576	0	36,000	54,576	13,892	40,684	25%
16.04901.2488	Treatment Works -Operations	10,000	0		10,000	346	9,654	3%
16.04901.2489	Treatment Works - Repairs and Maintenance	45,000	0		45,000	318	44,682	1%
16.04901.4031	Administration	13,052	0		13,052	3,263	9,789	25%

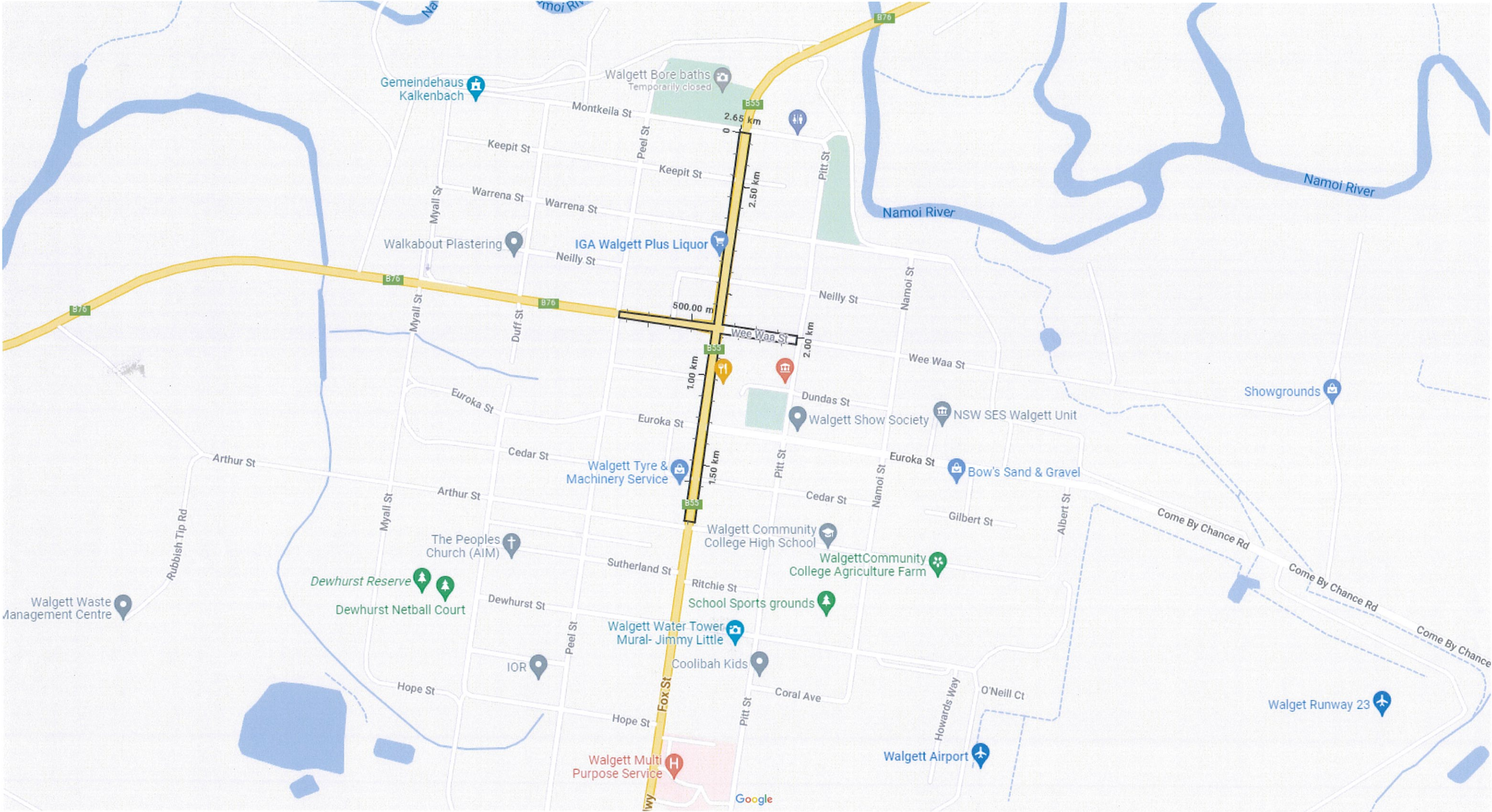
<u>Director, Engineering & Technical Services - SEWER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
	L/Ridge Operating Expense	298,445	0	52,000	350,445	41,930	308,515	12%
	L/Ridge Operating (Surplus)/Deficit	(100,032)	0	(16,453)	(116,485)	(371,671)	255,186	319%
Sewerage Operational Programme - COLLARENEBRI								
Income								
17.00121.0151	Sewer Charges Income	(101,517)	0	(179)	(101,696)	(101,696)	0	100%
17.00121.0152	Sewer Cistern Income	(1,714)	0	(2)	(1,716)	(1,716)	0	100%
17.00121.0153	Sewer Pedestal Income	(3,626)	0	(6)	(3,632)	(3,632)	0	100%
17.00121.0164	Pension Rebate Write-Off	1,803	0	35	1,838	1,838	0	100%
17.00121.0193	Interest Received from Investments	(100)	0	(3,000)	(3,100)	(765)	(2,335)	25%
17.00121.0295	Interest on Overdue Rates and Charges	(4,145)	0		(4,145)	(610)	(3,535)	15%
17.00121.0451	Pensioner Rate Subsidy	(1,020)	0		(1,020)	0	(1,020)	0%
17.00121.0595	Sundry Income	(2,417)	0		(2,417)	0	(2,417)	0%
17.00121.0600	New Service Connection	0	0	(1,900)	(1,900)	(950)	(950)	50%
17.00121.8000	Council Property Rating Offset Account	5,438	0	728	6,166	6,166	0	100%
17.04921.2038	Charges - Write Off	0	0	(225)	(225)	0	(225)	0%
17.04921.2039	Interest Write Off	0	0	4	4	0	4	0%
	Collarenebri Operating Income	(107,298)	0	(4,545)	(111,843)	(101,365)	(10,478)	91%
Expense								
17.04921.1853	CCTV Sewer Inspections - Collarenebri	7,378	0		7,378	0	7,378	0%
17.04921.2041	Depreciation	37,652	0		37,652	0	37,652	0%
17.04921.2304	Telemetry and Computerisation	1,181	0		1,181	0	1,181	0%
17.04921.2463	Sewer Main Repairs	21,574	0	20,000	41,574	14,755	26,819	35%
17.04921.2483	House Connection Repairs	1,145	0		1,145	0	1,145	0%
17.04921.2484	Pumping Station - Operations	17,121	0	(9,000)	8,121	953	7,168	12%
17.04921.2485	Pumping Stations - Repair and Maintenance	6,263	0	9,000	15,263	31	15,232	0%
17.04921.2488	Treatment Works -Operations	15,196	0		15,196	1,300	13,896	9%

<u>Director, Engineering & Technical Services - SEWER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
17.04921.2489	Treatment Works - Repairs and Maintenance	5,000	0		5,000	1,679	3,321	34%
17.04921.4031	Administration	3,785	0		3,785	946	2,839	25%
	Collarenebri Operating Expense	116,295	0	20,000	136,295	19,664	116,631	14%
	Collarenebri Operating (Surplus)/Deficit	8,997	0	15,455	24,452	(81,701)	106,153	-334%
Sewerage Capital Programme - WALGETT								
Expense								
15.04881.1854	Sewer Mains Renewals	0	0	24,816	24,816	24,816	(0)	100%
15.04886.4060	Sewage Treatment Plant Renewal	300,000	0		300,000	191,359	108,641	64%
	Walgett Capital Expense	300,000	0	24,816	324,816	216,175	108,641	67%
	Walgett Capital (Surplus)/Deficit	300,000	0	24,816	324,816	216,175	108,641	67%
Sewerage Capital Programme - LIGHTNING RIDGE								
Expense								
16.04902.5001	Lightning Ridge - Sewer Pond WIP	100,000	0		100,000	0	100,000	0%
	L/Ridge Capital Expense	100,000	0	0	100,000	0	100,000	0%
	L/Ridge Capital (Surplus)/Deficit	100,000	0	0	100,000	0	100,000	0%
Sewerage Capital Programme - COLLARENEBRI								
Expense								
17.04922.4061	Sewer Mains Replace or Reline Program	100,000	0		100,000	0	100,000	0%
	Collarenebri Capital Expense	100,000	0	0	100,000	0	100,000	0%
	Collarenebri Capital (Surplus)/Deficit	100,000	0	0	100,000	0	100,000	0%
Reserve Movements								
Income								
15.00081.9801	Transfer from Reserves - Capital	(500,000)	0	(24,816)	(524,816)	0	(524,816)	0%
	Sub Total	(500,000)	0	(24,816)	(524,816)	0	(524,816)	0%
Expense								
15.04881.9919	Transfer to Reserves - Operational	396,983	0	23,727	420,710	0	420,710	0%
	Sub Total	396,983	0	23,727	420,710	0	420,710	0%

<u>Director, Engineering & Technical Services - SEWER</u>								
		Original Budget	Approved Budget Changes	Proposed QBR amendments	Revised budget	Actual YTD	Budget Remaining	% Budget
SUMMARY								NA
	OPERATIONAL (SURPLUS)/DEFICIT	44,387	0	(23,727)	20,660	(852,877)	873,537	-4128%
	CAPITAL (SURPLUS)/DEFICIT	500,000	0	24,816	524,816	216,175	308,641	41%
	RESERVE MOVEMENTS	(103,017)	0	(1,089)	(104,106)	0	(104,106)	0%
	Result including depreciation	441,370	0	0	441,370	(636,702)	1,078,072	
	less: Depreciation	(445,872)	0	0	(445,872)	0	(445,872)	
	Sewer Fund Result (Profit)/Loss	(4,502)	0	0	(4,502)	(636,702)	632,200	14143%
Sewer Services Summary								
	Operating Income	(1,032,191)	0	(125,727)	(1,157,918)	(993,794)	(164,124)	
	Operating Expense	1,076,578	0	102,000	1,178,578	140,917	1,037,661	
		44,387	0	(23,727)	20,660	(852,877)	873,537	
	less: Depreciation	(445,872)	0	0	(445,872)	0	(445,872)	
	Cash Result (Operating)	(401,485)	0	(23,727)	(425,212)	(852,877)	427,665	
	Capital Income	0	0	0	0	0	0	
	Capital Expense	500,000	0	24,816	524,816	216,175	308,641	
		500,000	0	24,816	524,816	216,175	308,641	
	Reserve Income	(500,000)	0	(24,816)	(524,816)	0	(524,816)	
	Reserve Expense	396,983	0	23,727	420,710	0	420,710	
		(103,017)	0	(1,089)	(104,106)	0	(104,106)	
	Sewer Fund Result (Profit)/Loss (Excl Depn)	(4,502)	0	0	(4,502)	(636,702)	632,200	
	Net (Including Depreciation)	441,370	0	0	441,370	(636,702)	1,078,072	



Measure distance
Total area: 27,468.58 m² (295,669.34 ft²)
Total distance: 2.65 km (1.65 mi)



NSW Arbovirus Surveillance & Mosquito Monitoring 2022-2023

Weekly Update: Week ending 26 November 2022

(Report Number 7)



Summary

Arbovirus Detections

- **Sentinel Chickens:** There were no arbovirus detections in sentinel chickens.
- **Mosquito Isolates:** Barmah Forest virus was detected at Griffith.

Mosquito Abundance

- **Inland:** LOW at Bourke, Corowa, Forbes, Mathoura, Moama, Temora and West Wyalong. MEDIUM at Albury and Balranald. HIGH at Cootamundra, Deniliquin, Grong Grong, Leeton, Macquarie Marshes, Moree, Wagga Wagga and Wilcannia. VERY HIGH at Walgett. EXTREME at Griffith.
- **Coast:** LOW at Byron Bay, Coffs Harbour, Kempsey, Lismore, Millbank, Mullumbimby, Murwillumbah, Port Macquarie and Wauchope. MEDIUM at Gosford. HIGH at Ballina, Lake Cathie, Newcastle, Tweed Heads and Wyong.
- **Sydney:** LOW at Blacktown, Camden, Georges River, Hills Shire, Parramatta and Sydney Olympic Park. MEDIUM at Bankstown, Hawkesbury, Northern Beaches and Penrith. HIGH at Earlwood and Liverpool.

Environmental Conditions

- **Climate:** In the week ending 26 November 2022, there was moderate rainfall in parts of southern NSW along the Victorian border. Rainfall totals were low for the rest of NSW especially in the northern half of the state. Above average rainfall is predicted for NSW in December. Minimum temperatures are predicted to be about average for December in NSW. Maximum temperatures are likely to be lower than usual throughout NSW.
- **Tides:** High tides over 1.8 metres are predicted for 23-28 November and 22-28 December, which could trigger hatching of *Aedes vigilax*.

Human Arboviral Disease Notifications

- **Ross River Virus:** 3 cases were notified in the week ending 29 October 2022.
- **Barmah Forest Virus:** 0 cases were notified in the week ending 29 October 2022.

Comments and other findings of note

Flood warnings are in place for many catchments across inland NSW and are expected to persist as flood waters move through river systems over the coming weeks. Extensive surface water has likely contributed to the high numbers of mosquitoes collected inland in recent weeks. Most mosquitoes collected at Macquarie Marshes were the species, *Culex annulirostris*, which is a vector for Japanese Encephalitis virus (JEV). JEV was detected in NSW for the first time early in 2022 and has more recently been detected in pigs in the Murray River region indicating that JEV persists in NSW after the 2022 winter.

Weekly reports are available at:

www.health.nsw.gov.au/Infectious/mosquito-borne/Pages/surveillance.aspx

Please send questions or comments about this report to:

Surveillance and Risk Unit, Environmental Health Branch, Health Protection NSW:

hssg-ehbsurveillance@health.nsw.gov.au

Testing and scientific services are provided by the Department of Medical Entomology, NSW Health Pathology, Institute of Clinical Pathology & Medical Research (ICPMR) for mosquito surveillance, and the Arbovirus Emerging Diseases Unit, NSW Health Pathology (ICPMR) for sentinel chicken surveillance.

The arbovirus surveillance and mosquito monitoring results in this report remain the property of the NSW Ministry of Health and may not be used or disseminated to unauthorised persons or organisations without permission.

SPHN (EH) 220867

Cover photos: **Bottom left** - Common banded mosquito, *Culex annulirostris*
Top and bottom right - Saltmarsh mosquito, *Aedes vigilax*
(Copyright 2020)

Arbovirus Detections

This section details detections of Murray Valley encephalitis virus, Kunjin virus, Ross River virus, Barmah Forest virus and Japanese encephalitis virus in the NSW Arbovirus Surveillance and Mosquito Monitoring Program.

Sentinel chickens

Chickens are bled for detection of antibodies directed against Murray Valley encephalitis virus, Kunjin virus and Japanese encephalitis virus, indicating exposure to these viruses. Test results for the past two weeks are shown in the map below and all positive test results for the season are detailed in the table.

Sentinel chicken antibody test results for samples collected in the two weeks to 26 November 2022

There were no positive test results.



Positive test results in the 2022-2023 surveillance season

Date of sample collection	Location	Virus
There have been no detections in sentinel chickens in the 2022-2023 surveillance season		

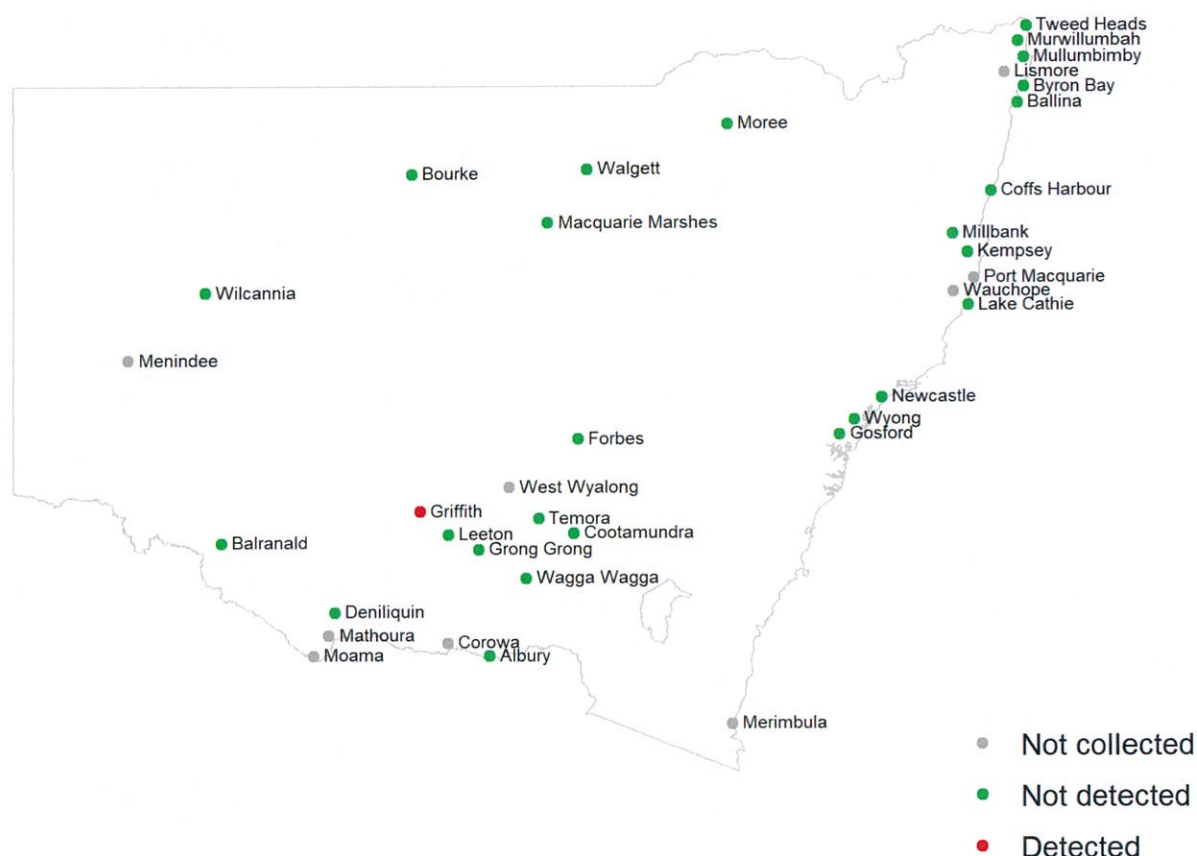
Mosquito isolates

Whole grinds of collected mosquitoes are tested for arbovirus nucleic acids to determine the presence of arboviruses in mosquitoes, including Ross River virus, Barmah Forest virus and Japanese encephalitis virus. Test results for detections of Ross River virus, Barmah Forest virus and Japanese encephalitis virus for the past week are shown in the map below. All detections of arboviruses for the season are detailed in the table.

Test results for mosquito trapping sites reported in the week ending 26 November 2022

Barmah Forest virus was detected in mosquitoes collected at Griffith.

Inland and Coastal sites



Sydney sites



Arboviruses detected in the 2022-2023 surveillance season

Date of sample collection	Location	Virus
14 November 2022	Macquarie Marshes	Barmah Forest
15 November 2022	Griffith	Ross River
22 November 2022	Griffith	Barmah Forest

Mosquito Abundance

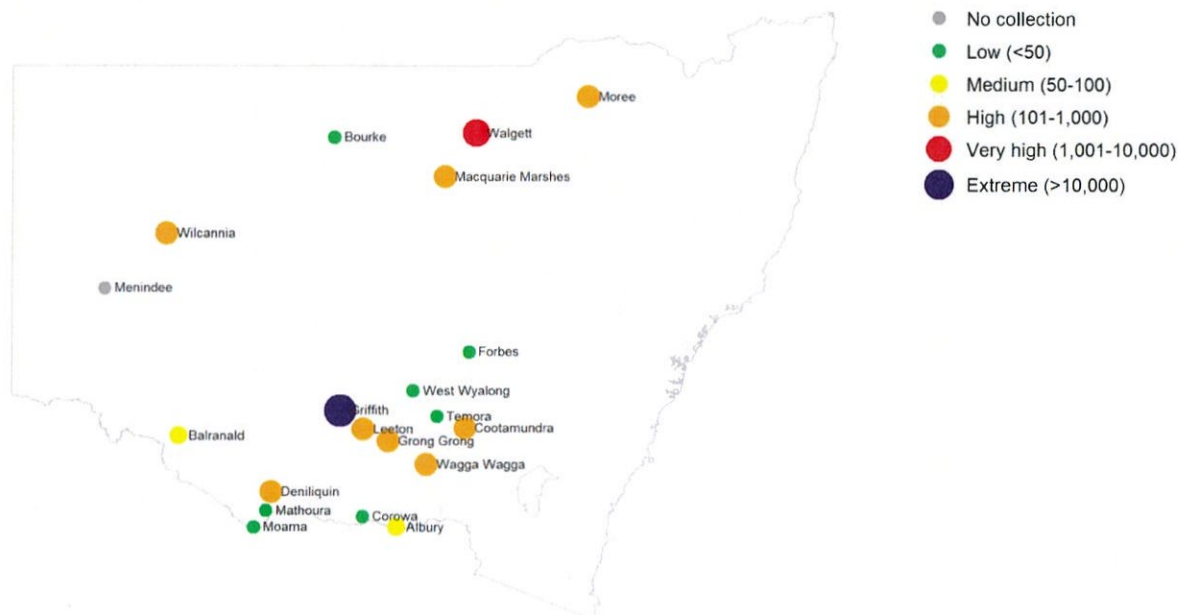
This section details counts of mosquitoes in the NSW Arbovirus Surveillance and Mosquito Monitoring Program. Each location represents the count average for all trapping sites at that location for the most recent week that collections were provided prior to preparation of this report.

Culex annulirostris and *Aedes vigilax* are vectors of interest for Ross River virus and Barmah Forest virus, *Culex annulirostris* is also a vector for Japanese encephalitis virus.

Mosquito counts (average per trap per location) for mosquito trapping sites reported in the week ending 26 November 2022

Inland sites

Total mosquito counts

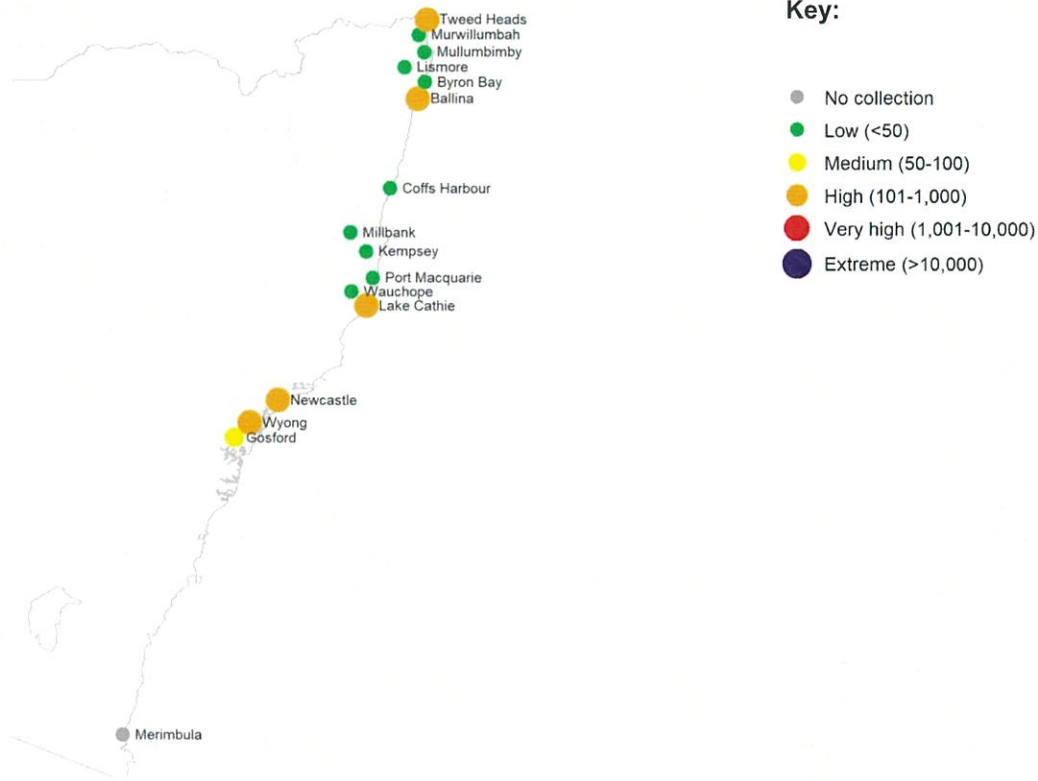


Culex annulirostris counts

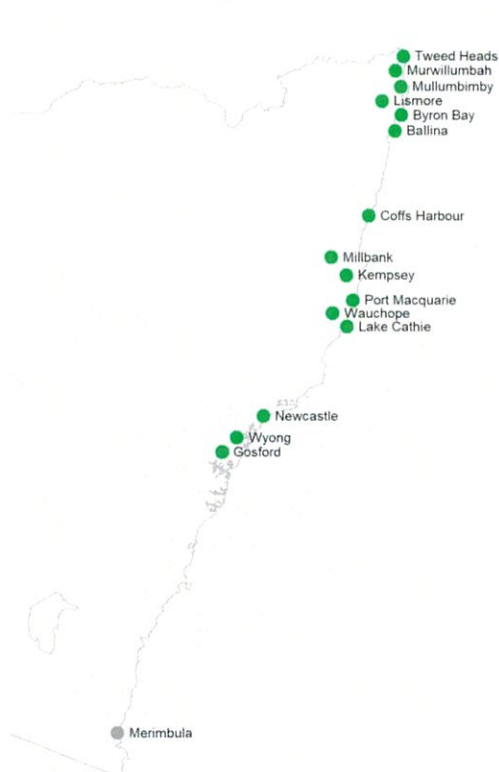


Coastal sites

Total mosquito counts



Culex annulirostris counts



Aedes vigilax counts



Sydney sites Total mosquito counts



Key:

- No collection
- Low (<50)
- Medium (50-100)
- High (101-1,000)
- Very high (1,001-10,000)
- Extreme (>10,000)

Culex annulirostris counts



Aedes vigilax counts



Mosquito counts for the 2022-23 surveillance season Inland

"Cx. annul" refers to *Culex annulirostris* and "Ae. vigilax" refers to *Aedes vigilax*.

		WEEK ENDING																														
		Oct-22			Nov-22				Dec-22					Jan-23				Feb-23				Mar-23				Apr-23					May-23	
Location	Mosquito	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	4	11	18	25	1	8	15	22	29	6	13
Albury	Cx. annul																															
	Total																															
Balranald	Cx. annul																															
	Total																															
Bourke	Cx. annul																															
	Total																															
Cootamundra	Cx. annul																															
	Total																															
Corowa	Cx. annul																															
	Total																															
Deniliquin	Cx. annul																															
	Total																															
Forbes	Cx. annul																															
	Total																															
Griffith	Cx. annul																															
	Total																															
Grong Grong	Cx. annul																															
	Total																															
Leeton	Cx. annul																															
	Total																															
Macquarie Marshes	Cx. annul																															
	Total																															
Mathoura	Cx. annul																															
	Total																															
Menindee	Cx. annul																															
	Total																															
Moama	Cx. annul																															
	Total																															
Moree	Cx. annul																															
	Total																															
Temora	Cx. annul																															
	Total																															
Wagga	Cx. annul																															
	Total																															
Walgett	Cx. annul																															
	Total																															
West Wyalong	Cx. annul																															
	Total																															
Wilcannia	Cx. annul																															
	Total																															

Key:

	No collection
	Low (<50)
	Medium (50-100)
	High (101-1,000)
	Very high (1,001-10,000)
	Extreme (>10,000)

Coastal

Coastal		WEEK ENDING																														
		Oct-22			Nov-22				Dec-22					Jan-23				Feb-23				Mar-23				Apr-23					May-23	
Location	Mosquito	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	4	11	18	25	1	8	15	22	29	6	13
Ballina	Cx. annul																															
	Ae. vigilax																															
	Total																															
Byron Bay	Cx. annul																															
	Ae. vigilax																															
	Total																															
Coffs Harbour	Cx. annul																															
	Ae. vigilax																															
	Total																															
Gosford	Cx. annul																															
	Ae. vigilax																															
	Total																															
Kempsey	Cx. annul																															
	Ae. vigilax																															
	Total																															
Lake Cathie	Cx. annul																															
	Ae. vigilax																															
	Total																															
Lismore	Cx. annul																															
	Ae. vigilax																															
	Total																															
Merimbula	Cx. annul																															
	Ae. vigilax																															
	Total																															
Millbank	Cx. annul																															
	Ae. vigilax																															
	Total																															
Mullumbimby	Cx. annul																															
	Ae. vigilax																															
	Total																															
Murwillumbah	Cx. annul																															
	Ae. vigilax																															
	Total																															
Newcastle	Cx. annul																															
	Ae. vigilax																															
	Total																															
Port Macquarie	Cx. annul																															
	Ae. vigilax																															
	Total																															
Tweed Heads	Cx. annul																															
	Ae. vigilax																															
	Total																															
Wauchope	Cx. annul																															
	Ae. vigilax																															
	Total																															
Wyong	Cx. annul																															
	Ae. vigilax																															
	Total																															

Sydney

		WEEK ENDING																														
		Oct-22			Nov-22				Dec-22					Jan-23				Feb-23				Mar-23				Apr-23					May-23	
Location	Mosquito	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	4	11	18	25	1	8	15	22	29	6	13
Bankstown	Cx. annul																															
	Ae. vigilax																															
	Total																															
Blacktown	Cx. annul																															
	Ae. vigilax																															
	Total																															
Earlwood	Cx. annul																															
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	Total																															
Georges River	Cx. annul																															
	Ae. vigilax																															
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Hawkesbury	Cx. annul																															
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Hills Shire	Cx. annul																															
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Liverpool	Cx. annul																															
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Northern Beaches	Cx. annul																															
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Parramatta	Cx. annul																															
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	Total																															
Penrith	Cx. annul																															
	Ae. vigilax																															
	Total																															
Sydney Olympic Park	Cx. annul																															
	Ae. vigilax																															
	Total																															

Environmental Conditions

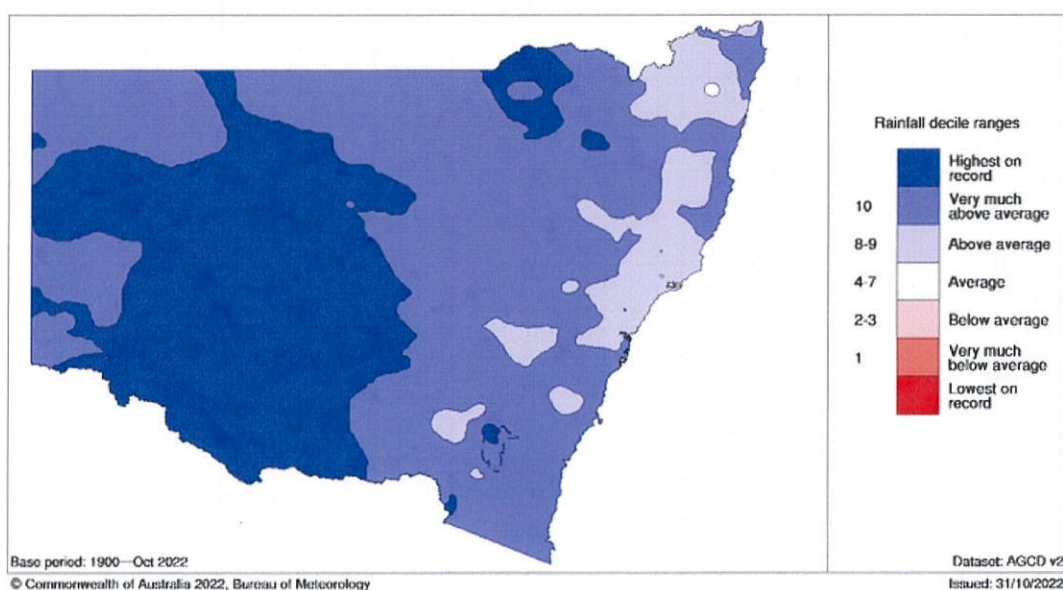
Mosquitoes require water to breed. Rainfall and tides (for the salt marsh mosquito, *Aedes vigilax*) are important contributing factors for proliferation of mosquito numbers. Unseasonably warm weather can also contribute to higher mosquito numbers.

Rainfall

In October, rainfall was very much above average across NSW, with much of western NSW having the highest rainfall on record. In the week ending 26 November 2022, there was moderate rainfall in parts of southern NSW along the Victorian border. Rainfall totals were low for the rest of NSW especially in the northern half of the state.

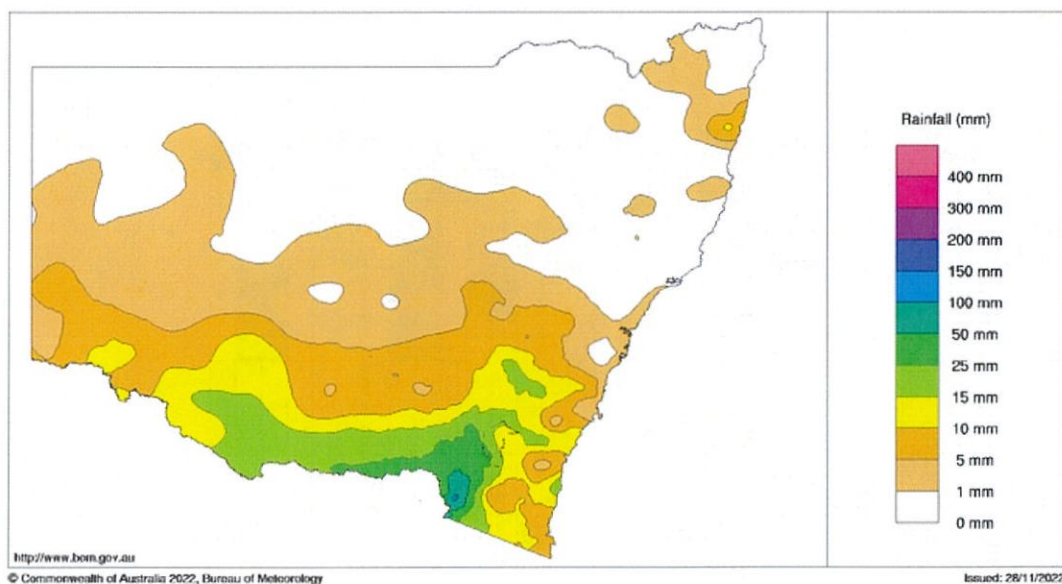
New South Wales rainfall deciles October 2022

Australian Gridded Climate Data



New South Wales Rainfall Totals (mm) Week Ending 26th November 2022

Australian Bureau of Meteorology



Source: Australian Government, Bureau of Meteorology: www.bom.gov.au/climate/maps/rainfall

Next month's rainfall and temperature outlook

The Bureau of Meteorology's rainfall outlook predicts that NSW is likely to receive above average rainfall for December.

www.bom.gov.au/climate/outlooks/#/rainfall/median/monthly/0

The Bureau of Meteorology's temperature outlook predicts that minimum temperatures are likely to be about average for December in NSW. Maximum temperatures are likely to be lower than usual throughout NSW.

www.bom.gov.au/climate/outlooks/#/temperature/maximum/median/monthly/0

www.bom.gov.au/climate/outlooks/#/temperature/minimum/median/monthly/0

Tides

Tidal information is relevant for the prediction of the activity of the salt marsh mosquito, *Aedes vigilax*. Typically for NSW, high tides of over 1.8 m, as measured at Sydney, can induce hatching of *Aedes vigilax* larvae. Predicted tide heights can provide some indication of when this is likely to occur.

Dates of predicted high tides of over 1.8 m at Sydney (Fort Denison) for November and December

- 23-28 November 2022
- 22-28 December 2022

Source: Australian Government, Bureau of Meteorology: www.bom.gov.au/australia/tides/#/nsw-sydney-fort-denison

Note: Measured tides at Sydney Port Jackson for the current week are available from the NSW Government, Manly Hydraulics

Laboratory: <https://mhl.nsw.gov.au/Data-OceanTide>.

Human Arboviral Disease Notifications

Under the *NSW Public Health Act 2010*, human arboviral infections are notifiable in NSW. The NSW Health Communicable Diseases Weekly Report (CDWR) reports confirmed and probable case numbers by the week they are received by the NSW notifiable diseases surveillance system, and is available at: www.health.nsw.gov.au/Infectious/reports/Pages/CDWR.aspx.

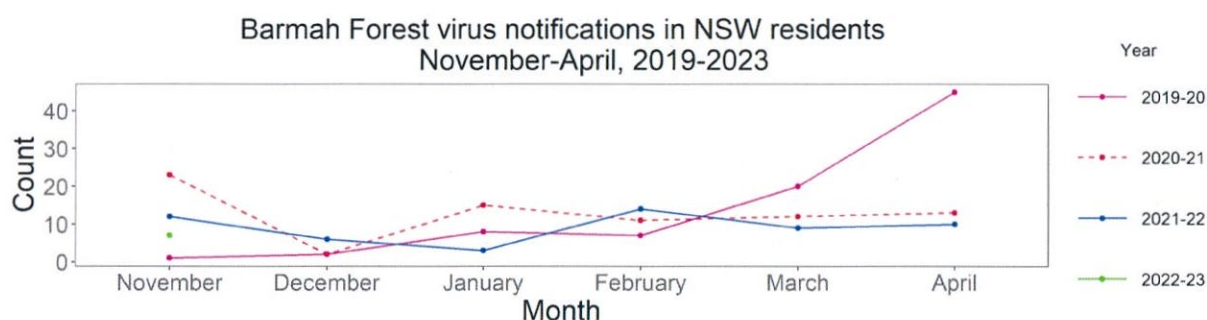
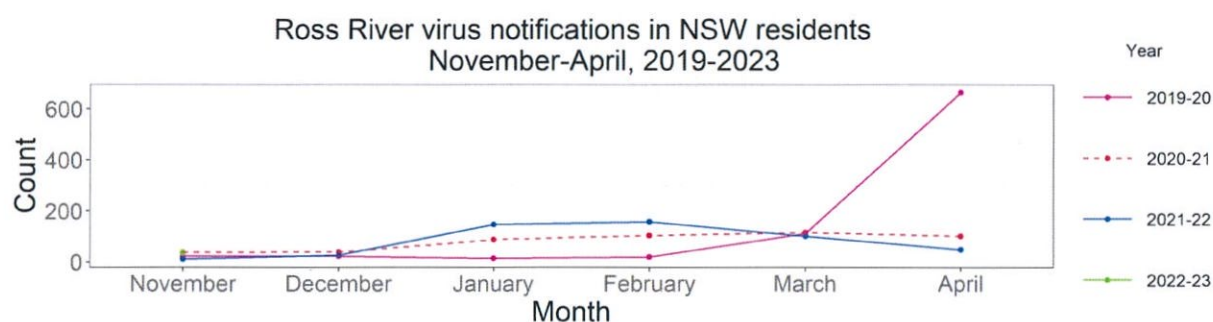
The data for Ross River virus and Barmah Forest virus from the CDWR for the latest reported 3 weeks are below.

Recent notifications of Ross River virus and Barmah Forest virus infections in humans (by date of case report received)

	Week		
	Latest week (23 – 29 Oct 2022)	1-week prior (16 – 22 Oct 2022)	2-weeks prior (9 – 15 Oct 2022)
Ross River virus	3	7	6
Barmah Forest virus	0	6	4

Source: CDWR, Communicable Diseases Branch, Health Protection NSW, NSW Health

Notifications of Ross River virus and Barmah Forest virus infections, by month of disease onset (the earlier of patient-reported onset or specimen collection date), are available online at: www1.health.nsw.gov.au/IDD/pages/data.aspx. The following figures show this data for November to April of the current NSW Arbovirus Surveillance and Mosquito Monitoring season (2022-2023), and the same period in the previous three years.



Source: NSW Health Notifiable Conditions Information Management System (NCIMS), Communicable Diseases Branch and Centre for Epidemiology and Evidence, NSW Health

Notes: The data for the previous month are the notifications to date (data extracted on 29 November 2022). Notifications are for NSW residents, regardless of whether the infection was acquired or diagnosed in NSW. Notifications of Ross River virus and Barmah Forest virus infection lag the date of acquiring the infection due to the time taken for symptom development, diagnosis, notification, and other factors. The weekly numbers by date of notification are useful for monitoring recent short-term trends but represent infections that were acquired some time ago. The monthly numbers by date of onset are more timely but less exact because they represent the earlier of patient-reported onset or specimen collection date and are therefore useful for monitoring general trends in human arboviral disease over the course of a season.

