



WENTWORTH SHIRE COUNCIL

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **ORDINARY MEETING** of Wentworth Shire Council will be held in the **WENTWORTH SHIRE COUNCIL CHAMBERS, SHORT STREET, WENTWORTH**, commencing at **6:30 PM**.

The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website. Attendance at the meeting is to be taken as consent by a person to their image and/or voice being webcast.

All speakers should refrain from making any defamatory comments or releasing personal information about another individual without their consent. Council accepts no liability for any damage that may result from defamatory comments made by persons attending meetings – all liability will rest with the individual who made the comments.

The meeting must not be recorded by others without prior written consent of the Council in accordance with the Council's code of meeting practice.

Councillors & staff are obligated to declare Conflicts of Interest as required under the Local Government Act 1993 and Councils adopted Code of Conduct.

Councillors are reminded of their Oath of Office whereby they have declared and affirmed that they will undertake the duties of the Office of Councillor in the best interests of the people of Wentworth Shire and the Wentworth Shire Council and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of their ability and judgment.

KEN ROSS
GENERAL MANAGER

ORDINARY MEETING

AGENDA

18 MAY 2022

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1 OPENING OF MEETING

THE MAYOR REQUESTS THAT THE GENERAL MANAGER MAKES
ANNOUNCEMENTS REGARDING THE LIVE-STREAMING OF THE MEETING.

2 PRAYER OR ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

4 DISCLOSURES OF INTERESTS

5 CONFIRMATION OF MINUTES

Recommendation

That the Minutes of the Ordinary Meeting held 20 April 2022 be confirmed as
circulated.



WENTWORTH SHIRE COUNCIL

ORDINARY MEETING MINUTES

20 APRIL 2022

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1 OPENING OF MEETING

The Mayor opened the meeting with a prayer at 6:32pm.

2 PRAYER OR ACKNOWLEDGEMENT OF COUNTRY

PRESENT:

COUNCILLORS: Councillor Tim Elstone (Mayor)
Councillor Brian Beaumont
Councillor Steve Cooper
Councillor Peter Crisp
Councillor Greg Evans
Councillor Daniel Linklater
Councillor Susan Nichols
Councillor Jo Rodda

STAFF: Ken Ross (General Manager)
Matthew Carlin (Director Health and Planning)
Bernard Rigby (Acting Director Roads and Engineering)
Simon Rule (Director Finance and Policy)
Gayle Marsden (Executive Assistant to General Manager)

3 APOLOGIES AND LEAVE OF ABSENCE

Council Resolution

That Council receives and notes the apology from Cr Heywood.

Moved Cr. Evans, Seconded Cr Rodda

CARRIED UNANIMOUSLY

4 DISCLOSURES OF INTERESTS

Councillor Crisp advised that he had a less than pecuniary interest in Item 9.21 as he is employed by a Contractor mentioned in this report for works at the Wentworth Showground Community Pavilion.

Councillor Nichols advised that he had a less than significant interest in Item 12.1 as she is a member of the Bowling Club.

5 CONFIRMATION OF MINUTES

Recommendation

That the Minutes of the Ordinary Meeting held 16 March 2022 be confirmed as circulated.

Council Resolution

That the Minutes of the Ordinary Meeting held 16 March 2022 be confirmed as circulated.

Moved Cr. Nichols, Seconded Cr Rodda

CARRIED UNANIMOUSLY

6 OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

6.1 OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

File Number: RPT/22/216

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

The Outstanding Matters report provides details of activities raised at previous Council meetings that remain outstanding.

Officer Recommendation

That Council receives and notes the list of outstanding matters as at 11 April 2022.

Council Resolution

That Council receives and notes the list of outstanding matters as at 11 April 2022.

Moved Cr. Nichols, Seconded Cr Rodda

CARRIED UNANIMOUSLY

7 MAYORAL AND COUNCILLOR REPORTS

7.1 MAYORAL REPORT

File Number: RPT/22/217

Recommendation

That Council receives and notes the information contained in the Mayoral report.

Council Resolution

That Council receives and notes the information contained in the Mayoral report.

Moved Cr. Elstone, Seconded Cr Linklater

CARRIED UNANIMOUSLY

8 REPORTS FROM COMMITTEES

Nil

9 REPORTS TO COUNCIL

9.1 GENERAL MANAGER'S REPORT

File Number: RPT/22/214

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

The General Manager's report details information pertaining to meetings attended and general information which are of public interest, and which have not been reported elsewhere in this agenda. Items of note in this report are:

1. OLG Circulars
Circular 22-04 – 22-08
2. Meetings
As listed
3. Upcoming meetings or events
As listed
4. Other items of note

Recommendation

That Council receives and notes the information contained within the report from the General Manager.

Council Resolution

That Council receives and notes the information contained within the report from the General Manager.

Moved Cr Beaumont, Seconded Cr Linklater

CARRIED UNANIMOUSLY

9.2 REDEVELOPMENT OF THE WENTWORTH SHIRE CIVIC CENTRE PROJECT UPDATE

File Number: RPT/22/275

Responsible Officer: Ken Ross - General Manager
 Responsible Division: Office of the General Manager
 Reporting Officer: Ken Ross - General Manager

Objective: 1.0 Wentworth is a vibrant, growing and thriving Shire
 Strategy: 1.1 Grow the potential for business and industry to develop and expand

Summary

As part of the Office of Local Government (OLG) Capital Expenditure Review, quarterly project update reports are to be provided to Council. The report is to include detail of project progress, identify any budget variances that may impact on the project, and recognise any issues that may have an adverse impact on the works.

Council have been successful in securing the following funding:

Funding Program	Funding Amount excluding GST
2019/20 Public Library Infrastructure Grant (State Library of New South Wales) for the Relocation of the Wentworth Shire Library.	\$500,000.00
Round 7 of the Resources for Regions Program for the relocation of the Wentworth Visitor Information Centre to the Civic Centre.	\$941,023.00
Phase 2 of the NSW Government Local Roads and Infrastructure Program Extension for the construction of the Wentworth Library Outdoor Riverfront Gathering Space (<i>Library Courtyard</i>).	\$487,539.00
Round 3 of the Federal Government's Economic Development Program for the Wentworth Community Space and Convention Centre.	\$713,339.00
Buiding Better Regions – Round 5 for the Wentworth Community Space and Convention Centre	\$713,339.00
Phase 3 Local Roads and Community Infrastructure for the Interpretive Space at the Civic Centre	\$990,000.00

Recommendation

That Council receives and notes the information contained within this report.

Council Resolution

That Council receives and notes the information contained within this report.

Moved Cr Rodda, Seconded Cr Linklater

CARRIED UNANIMOUSLY

9.3 2022 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

File Number: RPT/22/218

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Delivery Program Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Delivery Program Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

The 2022 National General Assembly of Local Government (NGA) is being held in Canberra from 19-22 June 2022. The NGA provides an opportunity for Councils to identify and discuss national issues of priority for the sector.

In previous years the Mayor and the General Manager have represented Council at the National Assembly of Local Government.

Recommendation

That Council endorses the attendance of the Mayor and General Manager at the National General Assembly of Local Government "Partners in Progress" 19-22 June 2022 in Canberra.

Council Resolution

That Council endorses the attendance of the Mayor and General Manager at the National General Assembly of Local Government "Partners in Progress" 19-22 June 2022 in Canberra.

Moved Cr. Nichols, Seconded Cr Crisp

CARRIED UNANIMOUSLY

9.4 2022 WESTERN DIVISION OF COUNCILS ANNUAL CONFERENCE

File Number: RPT/22/220

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

The 2022 Western Division of Councils Annual Conference will be held from 1-3 May 2022 in Cobar.

Recommendation

That Council approve the attendance of Mayor Elstone, Deputy Mayor Linklater, Councillor Evans and General Manager Ken Ross to the 2022 Western Division of Council's Annual Conference to be held in Cobar from 1-3 May 2022.

Council Resolution

That Council approve the attendance of Mayor Elstone, Deputy Mayor Linklater, Councillor Evans and General Manager Ken Ross to the 2022 Western Division of Council's Annual Conference to be held in Cobar from 1-3 May 2022.

Moved Cr Crisp, Seconded Cr Rodda

CARRIED UNANIMOUSLY

**9.5 2022 MURRAY DARLING BASIN AUTHORITY RIVER REFLECTIONS
CONFERENCE**

File Number: RPT/22/221

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth is a caring, supportive and inclusive community
that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership,
planning, decision-making and service delivery

Summary

The 2022 Murray Darling Basin Authority *River Reflections* Conference will be held from 1-2 June 2022 in Mildura. *River Reflections* will provide the space and time for the diverse communities of the Murray Darling Basin to come together to listen and learn from one another.

Recommendation

That Council determines attendees to the 2022 Murray Darling Basin Authority *River Reflections* Conference.

Council Resolution

That Council determines that Cr Crisp attend Day 1 and Cr Linklater attend Day 2 of the 2022 Murray Darling Basin Authority *River Reflections* Conference.

Moved Cr Linklater, Seconded Cr Crisp

CARRIED UNANIMOUSLY

**9.6 REPRESENTATION ON WILLANDRA LAKES WORLD HERITAGE AREA
ADVISORY COMMITTEE**

File Number: RPT/22/288

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth is a caring , supportive and inclusive community
that is informed and engaged in its future

Strategy: 4.6 Collaborate with others to achieve desired outcomes for the
local community

Summary

The NSW Government is seeking expressions of interest for membership on the Willandra Lakes Region World Heritage Advisory Committee via LGNSW.

Council is invited to nominate two representatives for the Willandra Lakes Region World Heritage Advisory Committee, by Wednesday 4 May 2022, to be forwarded for the Minister's consideration.

Recommendation

That Council nominate two representatives for local government membership on the Willandra Lakes Region World Heritage Advisory Committee.

Council Resolution

That Council nominate Cr Nichols and Cr Beaumont for local government membership on the Willandra Lakes Region World Heritage Advisory Committee.

Moved Cr Rodda, Seconded Cr Linklater

CARRIED UNANIMOUSLY

9.7 MURRAY DARLING ASSOCIATION REGION 4 NOMINATIONS

File Number: RPT/22/242

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.5 Recognise the importance of a healthy Murray-Darling River system

Summary

Wentworth Shire Council continues to be a member of the Murray Darling Association (MDA); a membership-based organisation representing local government and communities across the Murray-Darling Basin since 1944.

The MDA works with and for member councils, in collaboration with state based local government associations such as Local Government NSW, Joint Organisations and other local government affiliations.

Wentworth Shire Council sits within Region 4; there are 12 regions.

The MDA Region 4 Annual General Meeting is scheduled to be held on 31 May 2022 at the Midway Centre, Buronga.

Nominations are now being called for the position of Chair and executive committee members.

Recommendation

That Council

1. Nominates delegate(s) for positions on the Executive Committee of MDA Region 4, and in doing so acknowledges its commitment to the nomination.
2. Determines if it will nominate a preferred delegate for the position of Chair of MDA Region 4, and in doing so acknowledges the obligations of the Region Chair and commits to providing the resources required to support the role of Chair.

Council Resolution

That Council

1. Nominates Cr Elstone, Cr Heywood, Cr Evans and Cr Linklater for positions on the Executive Committee of MDA Region 4, and in doing so acknowledges its commitment to the nomination.
2. Determined it will not nominate a preferred delegate for the position of Chair of MDA Region 4, and in doing so acknowledges the obligations of the Region Chair and commits to providing the resources required to support the role of Chair.

Moved Cr Cooper, Seconded Cr. Evans

CARRIED UNANIMOUSLY

9.8 MONTHLY INVESTMENT REPORT

File Number: RPT/22/251

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Reporting Officer: Bryce Watson - Accountant

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future
Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

As at 31 March 2022 Council had \$33 million invested in term deposits and \$4,361,346.10 in other cash investments. Council received \$15,617.57 from its investments for the month of March 2022.

In March 2022 Council investments averaged a rate of return of 0.73% and it currently has \$8,478,145.40 of internal restrictions and \$22,856,030.62 of external restrictions.

Recommendation

That Council:

- a) Receives and notes the monthly investment report; and
- b) Approves the creation of an internal restricted reserve for the \$1,500,000 Caravan Park loan facility drawn down in March 2022.

Council Resolution

That Council:

- a) Receives and notes the monthly investment report; and
- b) Approves the creation of an internal restricted reserve for the \$1,500,000 Caravan Park loan facility drawn down in March 2022.

Moved Cr Rodda, Seconded Cr Crisp

CARRIED UNANIMOUSLY

9.9 MONTHLY FINANCE REPORT

File Number: RPT/22/249

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Vanessa Lock - Finance Officer

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

Rates and Charges collections for the month of March 2022 were \$536,146.64. After allowing for pensioner subsidies, the total levies collected are now 75.93%. For comparison purposes 74.77% of the levy had been collected at the end of March 2021. Council currently has \$37,361,346.10 in cash and investments.

Recommendation

That Council receives and notes the Monthly Finance Report.

Council Resolution

That Council receives and notes the Monthly Finance Report.

Moved Cr. Evans, Seconded Cr Beaumont

CARRIED UNANIMOUSLY

9.10 MARCH QUARTERLY BUDGET REVIEW

File Number: RPT/22/266

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy
Bryce Watson - Accountant

Summary

A full analysis of Council's Income, Operating Expenditure and Capital Expenditure has been undertaken. A number of variations have been identified against the original budget as outlined in this report. Council's revenue and expenditure is reviewed on a quarterly basis to identify any potential areas requiring a variation.

	YTD Actual (31-MAR-22)	% of Original Budget	% of Revised Budget
Revenue	\$26,584,988	65.10%	66.36%
Operational Expenditure	\$19,443,128	76.90%	69.58%
Capital Expenditure	\$10,329,615	34.44%	38.01%

If approved, the net result of variances for the March 2022 Quarter is an unfavorable operational variance of \$5,844,000 and a favorable capital variance of \$8,453,000 resulting in a total favorable budget variation of \$2,609,000.

Recommendation

That Council approves the variations to the 2021/22 Operational Plan adopted at the 30 June 2021 Ordinary Council Meeting.

Council Resolution

That Council approves the variations to the 2021/22 Operational Plan adopted at the 30 June 2021 Ordinary Council Meeting.

Moved Cr. Nichols, Seconded Cr Linklater

CARRIED UNANIMOUSLY

9.11 DELIVERY PROGRAM PROGRESS UPDATE

File Number: RPT/22/271

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Bryce Watson - Accountant

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

A progress report on the implementation of Council's 4-year Delivery program is required to be presented at least every six (6) months (LGA s404(5)). This report details the activities implemented under the annual operational plan in the last quarter, as per the Delivery program. It aligns with the expenditure provided in the March Quarterly Budget Review.

Recommendation

That Council receives and notes the quarterly progress update on the 2021/22 Operational Plan activities.

Council Resolution

That Council receives and notes the quarterly progress update on the 2021/22 Operational Plan activities.

Moved Cr Rodda, Seconded Cr. Nichols

CARRIED UNANIMOUSLY

9.12 DRAFT COMMUNITY STRATEGIC PLAN

File Number: RPT/22/232

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

In accordance with the statutory requirements Council is required to have a Community Strategic Plan that has been developed and endorsed by Council.

The Community Strategic Plan is a document that identifies the main priorities and aspirations for the future of the Wentworth Shire region and covers a period of at least 10 years from when the plan is endorsed.

The draft Community Strategic Plan must be placed on public exhibition for a period of at least 28 days and submissions received by the public must be considered by the Council prior to adopting the final version of the plan.

Recommendation

That Council endorses the draft Community Strategic Plan to be placed on public exhibition for a period of 28 days.

Council Resolution

That Council endorses the draft Community Strategic Plan to be placed on public exhibition for a period of 28 days.

Moved Cr. Evans, Seconded Cr Rodda

CARRIED UNANIMOUSLY

9.13 POLICY REVIEW - DEPARTMENT FINANCE AND POLICY

File Number: RPT/22/231

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary**Recommendation**

That Council adopt the following revised policies:

- a) AF008 – Rates – Sewerage Service Policy
- b) AF009 – Capital Contributions Towards Community Facilities Policy
- c) AF018 – Asset Accounting Policy
- d) CC006 – Street Stalls & Raffle Stands Policy

That Council, following the completion of the public exhibition period and there being no submissions, adopt GOV018 – Code of Meeting Practice for Wentworth Shire Council.

Council Resolution

That Council adopt the following revised policies:

- a) AF008 – Rates – Sewerage Service Policy
- b) AF009 – Capital Contributions Towards Community Facilities Policy as amended
- c) AF018 – Asset Accounting Policy
- d) CC006 – Street Stalls & Raffle Stands Policy as amended

That Council, following the completion of the public exhibition period and there being no submissions, adopt GOV018 – Code of Meeting Practice for Wentworth Shire Council.

Moved Cr Rodda, Seconded Cr. Nichols

CARRIED UNANIMOUSLY

9.14 APPOINTMENT OF AUDIT, RISK AND IMPROVEMENT COMMITTEE MEMBERS.

File Number: RPT/22/233

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

At the February 2022 Ordinary Council meeting, Council resolved to appoint a standalone Audit, Risk and Improvement Committee consisting of the following:

- An Independent Chairperson;
- 2 Independent Members; and
- 1 non-voting Councillor

Recommendation

That Council:

- a) Resolves to appoint the two nominations to the Audit, Risk and Improvement Committee;
- b) Resolves to appoint one committee member for an initial period of two years and one committee member for an initial period of three years;
- c) Resolves that both committee members positions have the option to be reappointed for a further four year period subject to the completion of a satisfactory performance review;
- d) Resolves to appoint an interim independent chair for a period of up to 12 months from the two candidates; and
- e) Resolves to nominate a Councillor as a non-voting committee member subject to that Councillor satisfying certain criteria.

Council Resolution

That Council:

- a) Resolves to appoint the two nominations to the Audit, Risk and Improvement Committee;
- b) Resolves to appoint one committee member for an initial period of two years and one committee member for an initial period of three years;
- c) Resolves that both committee members positions have the option to be reappointed for a further four year period subject to the completion of a satisfactory performance

review;

- d) Resolves to appoint Roseanne Kava as independent chair for a period of up to 12 months
- e) Resolves to nominate Councillor Beaumont as a non-voting committee member.

Moved Cr Crisp, Seconded Cr Rodda

CARRIED UNANIMOUSLY

9.15 APPROVAL TO AFFIX THE COUNCIL SEAL

File Number: RPT/22/254

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

At the February 2022 Ordinary Council meeting, Council resolved that any budget shortfall for the Willowbend Caravan Park redevelopment be funded via an extension to the already approved loan with that being capped at \$4,500,000.

The National Australia Bank has approved the extension to the loan facility and the revised loan agreement requires the signature of the Mayor and the General Manager and the Council seal to be affixed.

Recommendation

That Council authorises the Mayor and the General Manager to sign the revised loan documentation and affix the Council Seal.

Council Resolution

That Council authorises the Mayor and the General Manager to sign the revised loan documentation and affix the Council Seal.

Moved Cr. Nichols, Seconded Cr Rodda

CARRIED UNANIMOUSLY

9.16 POLICY REVIEW - HEALTH AND PLANNING DEPARTMENT

File Number: RPT/22/235

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Matthew Carlin - Director Health and Planning

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

After each general election of Councillors, the Local Government Act 1993 (the Act) requires Council to review all official policies of Council. There are currently 73 policies in place of which 15 are the responsibility of the Health and Planning Department.

For this Council meeting Health and Planning has reviewed three (3) policies which are now presented for adoption.

Recommendation

That Council adopt the following policies:

- a) PR0022 – Radio Active Waste Policy
- b) PR004 – Swimming Pool Safety Policy
- c) PR013 – Contaminated Lands Policy

Council Resolution

That Council adopt the following policies:

- a) PR0022 – Radio Active Waste Policy
- b) PR004 – Swimming Pool Safety Policy
- c) PR013 – Contaminated Lands Policy

Moved Cr Beaumont, Seconded Cr Crisp

CARRIED UNANIMOUSLY

9.17 DELEGATED AUTHORITY APPROVALS AS AT END OF MARCH 2022

File Number: RPT/22/241

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Matthew Carlin - Director Health and Planning

Objective: 1.0 Wentworth is a vibrant, growing and thriving Shire

Strategy: 1.1 Grow the potential for business and industry to develop and expand

Summary

For the month of March 2022, a total of twelve (12) Development Applications and four (4) S4.55 Modification Applications were determined under delegated authority by the Director Health and Planning.

The estimated value of the determined developments was \$881,230. This brings the year to date total to twenty-six (26) Development Applications and eight (8) S4.55 Applications approved, with an estimated development value of \$3,455,521.30

Recommendation

- a) That Council receives and notes the report for the month of March 2022.
- b) That Council publicly notifies, for the purposes of Schedule 1 Division 4 Section 20 (2) of the Environmental Planning and Assessment Act 1979, the applications as listed in the attachment on the Wentworth Shire Council website.
- c) That a division be called in accordance with S375A of the Local Government Act 1993 (NSW).

Council Resolution

- a) That Council receives and notes the report for the month of March 2022.
- b) That Council publicly notifies, for the purposes of Schedule 1 Division 4 Section 20 (2) of the Environmental Planning and Assessment Act 1979, the applications as listed in the attachment on the Wentworth Shire Council website.
- c) That a division be called in accordance with S375A of the Local Government Act 1993 (NSW).

Moved Cr Rodda, Seconded Cr Beaumont

CARRIED UNANIMOUSLY

In accordance with Section 375A of the Local Government Act the Mayor called for a division.

For the Motion : ***Clr.s Beaumont, Cooper, Crisp, Elstone, Evans, Linklater, Nichols and Rodda.***

Against the Motion: ***Nil.***

9.18 AUSTRALIAN INLAND BOTANIC GARDENS HERITAGE REQUEST

File Number: RPT/22/250

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Michele Bos - Strategic Development Officer

Objective: 2.0 Wentworth is a desirable Shire to visit, live, work and invest

Strategy: 2.1 Grow visitation to the Shire by developing a quality visitor experience and promoting our destination

Summary

Council has received a request, from the Australian Inland Botanic Gardens, to add an item to the Wentworth Local Environmental Plan 2011 Schedule 5 Environmental heritage list.

The item is a 2,500 year old Eucalyptus Oleosa tree, also known as the WOW tree, located within the Botanic Gardens at 1183 River Road, Mourquong.

Recommendation

That Council:

1. Resolve to support the request for listing the 2,500 year old Eucalyptus Oleosa tree, known as the WOW tree, in the Wentworth Local Environmental Plan 2011 Schedule 5 Environmental heritage.
2. Resolve to prepare the Planning Proposal to amend the Wentworth Local Environmental Plan 2011 Schedule 5 Environmental heritage on behalf of the Australian Inland Botanic Garden.
3. That a division be called in accordance with S375A of the *Local Government Act 1993 (NSW)*.

Council Resolution

That Council:

1. Resolve to support the request for listing the 2,500 year old Eucalyptus Oleosa tree, known as the WOW tree, in the Wentworth Local Environmental Plan 2011 Schedule 5 Environmental heritage.
2. Resolve to prepare the Planning Proposal to amend the Wentworth Local Environmental Plan 2011 Schedule 5 Environmental heritage on behalf of the Australian Inland Botanic Garden.
3. That a division be called in accordance with S375A of the *Local Government Act 1993 (NSW)*.

Moved Cr Rodda, Seconded Cr Linklater

CARRIED UNANIMOUSLY

In accordance with Section 375A of the Local Government Act the Mayor called for a division.

For the Motion : *Clr.s Beaumont, Cooper, Crisp, Elstone, Evans, Linklater, Nichols and Rodda.*

Against the Motion: *Nil.*

9.19 FLOOD RISK MANAGEMENT PROJECT

File Number: RPT/22/264

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Michele Bos - Strategic Development Officer

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.3 Prepare for natural disasters, biosecurity risks and climate change

Summary

The Flood Risk Management project commenced with the signing of a Short Form Consultancy Agreement in July 2015 and an inception meeting of the committee held in August 2015.

A final draft Flood Study was received from the consultants, Advisian (formerly Worley Parsons) in July 2021.

This report seeks a resolution of Council to terminate the contract with Advisian to allow for the project to be progressed in a more efficient and beneficial manner for Council and the community.

Recommendation

That Council resolves to advise Advisian (formerly Worley Parsons) that the Short Form Consultancy Agreement is terminated in accordance with Clause 15 of that agreement.

Council Resolution

That Council resolves to advise Advisian (formerly Worley Parsons) that the Short Form Consultancy Agreement is terminated in accordance with Clause 15 of that agreement and that Council request the project data that has been collated and used to inform the preparation of the Draft Flood Study (Issue D Final Draft) July 2021.

Moved Cr. Nichols, Seconded Cr Rodda

CARRIED UNANIMOUSLY

9.20 POLICY REVIEW - DEPARTMENT ROADS & ENGINEERING

File Number: RPT/22/225

Responsible Officer: Bernard Rigby - Manager Engineering Services
Responsible Division: Roads and Engineering
Reporting Officer: Samantha Wall - Projects Administration

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets
Strategy: 3.2 Plan for and develop the right assets and infrastructure

Summary

After each general election of Councillors, the Local Government Act 1993 (the Act) requires Council to review all official policies of Council. There are currently 74 policies in place of which 8 are the responsibility of the Roads & Engineering Department.

For this Council meeting the department has reviewed three policies and are presenting them to Council for adopting.

Recommendation

That Council adopt the following revised policies:

- a) AF005 – Plant Replacement Policy
- b) AF006 – Private Works Policy
- c) CC008 – Street Trees Policy

Council Resolution

That Council adopt the following revised policies:

- a) AF005 – Plant Replacement Policy
- b) AF006 – Private Works Policy
- c) CC008 – Street Trees Policy

Moved Cr Cooper, Seconded Cr. Evans

CARRIED UNANIMOUSLY

9.21 PROJECT & WORKS REPORT UPDATE - APRIL 2022

File Number: RPT/22/224

Responsible Officer: Bernard Rigby - Manager Engineering Services
Responsible Division: Roads and Engineering
Reporting Officer: Samantha Wall - Projects Administration

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets
Strategy: 3.2 Plan for and develop the right assets and infrastructure

At 07:24 pm Councillor Peter Crisp left the Council Chambers.

Summary

This report provides a summary of the projects and major works undertaken by the Roads and Engineering Department which have been completed during the month of March 2022 and the planned activities for April 2022.

Recommendation

That Council receives and notes the major works undertaken in March and the scheduled works for the following months.

Council Resolution

That Council receives and notes the major works undertaken in March and the scheduled works for the following months.

Moved Cr Cooper, Seconded Cr. Evans

CARRIED UNANIMOUSLY

At 07:25 pm Councillor Peter Crisp returned to Council Chambers.

10 NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

Councillor Crisp noted that the upcoming Anzac day service at Dareton will be the first since 1999.

11 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION

Despite the right of members of the public to attend meetings of a council, the council may choose to close to the public, parts of the meeting that involve the discussion or receipt of certain matters as prescribed under section 10A(2) of the Local Government Act.

With the exception of matters concerning particular individuals (other than councillors) (10A(2)(a)), matters involving the personal hardship of a resident or ratepayer (10A(2)(b)) or matters that would disclose a trade secret (10A(2)(d)(iii)), council must be satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

The Act requires council to close the meeting for only so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security being protected. (section 10B(1)(a))

Section 10A(4) of the Act provides that a 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.

Section 10B(4) of the Act stipulates that 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.

Recommendation

That Council adjourns into Closed Session, the recording of the meeting be suspended, and members of the press and public be excluded from the Closed Session, and that access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution.

This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:-

12.1 Wentworth Bowling Club - Green surround. (RPT/22/260)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12.2 Peregrine Minerals Sands Pty Ltd - Bemax Resources Pty Ltd - Cristal Mining Australia Ltd - Imperial Mining (Aust) Pty Ltd - Court Costs. (RPT/22/228)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for

business relating to (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege. On balance, the public interest in preserving the confidentiality of information about the item outweighs the public interest in maintaining openness and transparency in council decision-making.

12.3 Project Management of the Wentworth Shire Civic Centre Redevelopment by GSD Architects. (RPT/22/270)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (d) (iii) information that would, if disclosed, reveal a trade secret. On balance, the public interest in preserving the confidentiality of information about the item outweighs the public interest in maintaining openness and transparency in council decision-making.

12.4 Plant Replacement - Approval for Tenders for replacement plant 519 & 902 - Diesel Powered Cab Chassis fitted with a 14,000 litre Water Tanker. (RPT/22/223)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12.5 Sprayed Bituminous Surfacing Contact - PT2122/08. (RPT/22/226)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12.6 Pooncarie - Menindee Road Reconstruction - Plant Hire Tenders. (RPT/22/269)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12.7 Old Wentworth Road - Supply & Delivery of Road Base Material - PT2122/13. (RPT/22/262)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12.8 PT2122/14 - Punt Road Reconstruction. (RPT/22/263)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

Council Resolution

That Council adjourns into Closed Session, the recording of the meeting be suspended, and members of the press and public be excluded from the Closed Session, and that access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution.

Moved Cr. Evans, Seconded Cr Rodda

CARRIED UNANIMOUSLY

12 OPEN COUNCIL - REPORT FROM CLOSED COUNCIL

12.1 WENTWORTH BOWLING CLUB - GREEN SURROUND

File Number: RPT/22/260

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Ken Ross - General Manager

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.2 Encourage locals to volunteer their time within their local community

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

The General Manager advised that Council:

- a) Approved a payment of \$5813.00 plus GST to the Wentworth Bowling Club to complete the project.
- b) Did not accept the committed \$25,637 from the Wentworth Bowling Club allowing those funds to be used by the club to achieve their desired accreditation.

12.2 PEREGRINE MINERALS SANDS PTY LTD - BEMAX RESOURCES PTY LTD - CRISTAL MINING AUSTRALIA LTD - IMPERIAL MINING (AUST) PTY LTD - COURT COSTS

File Number: RPT/22/228

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Ken Ross - General Manager

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege. On balance, the public interest in preserving the confidentiality of information about the item outweighs the public interest in maintaining openness and transparency in council decision-making.

The General Manager advised that Council

- a) Acknowledged in relation to Wentworth Shire Council v Bemax Resources Limited and others [2013] NSWSC 1364 Tronox Mining Australia Limited accepts the terms of the proposal and will pay costs of \$477,768.89.
- b) Advise through Marsdens Law Group, acceptance of the terms offered by Tronox Mining Australia Limited on behalf of itself and the subsidiary entities the payment in the sum of \$477,768.89

**12.3 PROJECT MANAGEMENT OF THE WENTWORTH SHIRE CIVIC CENTRE
REDEVELOPMENT BY GSD ARCHITECTS**

File Number: RPT/22/270

Responsible Officer: Ken Ross - General Manager

Responsible Division: Office of the General Manager

Reporting Officer: Rachael Withers - Subdivision Officer

Objective: 1.0 Wentworth is a vibrant, growing and thriving Shire

Strategy: 1.1 Grow the potential for business and industry to develop and expand

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (d) (iii) information that would, if disclosed, reveal a trade secret. On balance, the public interest in preserving the confidentiality of information about the item outweighs the public interest in maintaining openness and transparency in council decision-making.

The General Manager advised that Council deferred the item until further information is provided at the point of tender.

**12.4 PLANT REPLACEMENT - APPROVAL FOR TENDERS FOR REPLACEMENT
PLANT 519 & 902 - DIESEL POWERED CAB CHASSIS FITTED WITH A 14,000
LITRE WATER TANKER**

File Number: RPT/22/223

Responsible Officer: Bernard Rigby - Manager Engineering Services

Responsible Division: Roads and Engineering

Reporting Officer: Allan Eastmond - Manager Works

Objective: 3.0 Wentworth is a community that works to enhance and
protect its physical and natural assets

Strategy: 3.2 Plan for and develop the right assets and infrastructure

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

The General Manager advised that Council accepted the tender from Johnson's Trucks for the supply of 2x UD CW 25 360 for the sum of \$696,958 inc GST, and accepted the trade price of \$70,000 inc GST for Council owned 2008 Flocon Water Tanker, plant item 519 & \$5,500 inc GST for Council owned 1993 Ford Water Cart, plant item 902, with a total changeover price of \$621,458 inc GST.

12.5 SPRAYED BITUMINOUS SURFACING CONTRACT - PT2122/08

File Number: RPT/22/226

Responsible Officer: Geoff Gunn - Director Roads and Engineering

Responsible Division: Roads and Engineering

Reporting Officer: Allan Eastmond - Manager Works

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.2 Plan for and develop the right assets and infrastructure

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

The General Manager advised that Council in accordance with the provisions of the Local Government (General) Regulation 2005, Section 178(1)(a) accepted the tender from Primal Surfacing to carry out the works specified in Contract PT2122/08 in accordance with the submitted schedule of rates for a period of 3 years with the option to extend for further 1+1 year period and authorised the Mayor and General Manager to sign the contract documentation.

12.6 POONCARIE - MENINDEE ROAD RECONSTRUCTION - PLANT HIRE TENDERS

File Number: RPT/22/269

Responsible Officer: Bernard Rigby - Manager Engineering Services

Responsible Division: Roads and Engineering

Reporting Officer: Allan Eastmond - Manager Works

Taygun Saritoprak - Project Officer

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.2 Plan for and develop the right assets and infrastructure

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

The General Manager advised that Council in accordance with the provisions of the Local Government (General) Regulation 2005, Section 178(1)(a) awarded the following tenders authorising the use of contractors in accordance with their hourly rates as nominated.

Those being:

PT2122/09: Water Truck hire rate

- BOTT Civil/Earthmoving (13,000ltr) \$100.00 per hour
- Bulpunga Enterprises (14,000ltr) \$100.00 per hour

PT2122/10: Land Plane Earth Scoop hire rate

- BOTT Civil/Earthmoving (18m³) \$250.00 per hour
- BOTT Civil/Earthmoving (23m³) \$350.00 per hour

PT2122/11: Pad Foot Roller Hire rate

- Garraway Earthmoving item 1 \$39.60
- Garraway Earthmoving item 2 \$39.60

PT2122/12: Tip truck and Super Dog Combination hire rate

- GBM Consulting (32t) item 1 \$165.00
- GBM Consulting (32t) item 2 \$165.00
- GBM Consulting (32t) item 3 \$165.00
- BOTT Civil/Earthmoving (25t) \$120.00
- Martin Earthworx (28t) \$145.20
- Mallee Earthmoving & Excavation (34t) \$200.00

12.7 OLD WENTWORTH ROAD - SUPPLY & DELIVERY OF ROAD BASE MATERIAL - PT2122/13

File Number: RPT/22/262

Responsible Officer: Bernard Rigby - Manager Engineering Services

Responsible Division: Roads and Engineering

Reporting Officer: Allan Eastmond - Manager Works

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.2 Plan for and develop the right assets and infrastructure

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

The General Manager advised that Council in accordance with the provision of the Local Government (General) Regulation 2005, Section 178(1)(a) accepted the tender from Mallee Quarries Pty Ltd to undertake the supply and delivery of 29,000 tonnes of pugged dirty metal road base for Contract PT2122/13 in the amount of \$579,942.00 inc GST, and authorised the Mayor and General Manager to sign the contract documentation and affix the council seal.

12.8 PT2122/14 - PUNT ROAD RECONSTRUCTION

File Number: RPT/22/263

Responsible Officer: Bernard Rigby - Manager Engineering Services

Responsible Division: Roads and Engineering

Reporting Officer: Taygun Saritoprak - Project Officer

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.2 Plan for and develop the right assets and infrastructure

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

The General Manager advised that Council in accordance with the provisions of the Local Government (General) Regulation 2005, Section 178(1) (a) accepted the tender from KW Earthmoving Pty Ltd, and subsequently authorised the Mayor and General Manager to sign the contract documentation and affix the seal for the recommended contractor to carry out all works specified for PT2122/14 for \$216,244.00 GST inclusive.

13 CONCLUSION OF THE MEETING

Meeting closed at 8:06pm

NEXT MEETING

18 May 2022

.....
CHAIR

6 OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

6.1 OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

File Number: RPT/22/289

Responsible Officer: Ken Ross - General Manager
 Responsible Division: Office of the General Manager
 Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

The Outstanding Matters report provides details of activities raised at previous Council meetings that remain outstanding.

Officer Recommendation

That Council receives and notes the list of outstanding matters as at 11 May 2022.

Attachments

1. Outstanding Actions as at 11 May 2022 [↓](#)

Division: Ordinary Council Committee: Ordinary Council Officer:		Date From: Date To: Printed: Tuesday, 10 May 2022 5:11:05 PM
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Outstanding Action Items Report

Meeting	Item	Title	Item	Action Record (latest first)
Ordinary Council 16/02/2022 2	10.1	<i>Future Branding</i>	Cr Jo Rodda acknowledged there had been some work completed on future branding and requested that be updated and brought before Council.	10 May 2022 5:09pm Marsden, Gayle The future branding strategy will be presented to Council at the 22 June 2022 Advisory meeting

7 MAYORAL AND COUNCILLOR REPORTS

7.1 MAYORAL REPORT

File Number: RPT/22/290

Summary

The purpose of this report is to advise Council of meetings, conferences and appointments undertaken by Mayor Elstone for the period of 13 April 2022 – 12 May 2022.

Recommendation

That Council receives and notes the information contained in the Mayoral report.

Detailed Report

The following table lists the meetings attended by Mayor Elstone for the period of 13 April 2022 – 12 May 2022.

Date	Meeting	Location
19 Apr 2022	Mayoral Meeting	Wentworth
20 Apr 2022	Pre Meeting Briefing	Wentworth
20 Apr 2022	Ordinary Council Meeting	Wentworth
25 April 2022	Anzac Dawn Service	Wentworth
25 April 2022	Anzac Service	Pooncarie
26 Apr 2022	Mayoral Meeting	Wentworth
27 Apr 2022	Far West Joint Organisation Meeting	Video Conference
27 Apr 2022	Council Advisory Meeting	Wentworth
1 -3 May 2022	Western Division of Council Meeting	Cobar
5 May 2022	Minister Steph Cooke Meeting	Video Conference

Attachments

Nil

8 REPORTS FROM COMMITTEES

Nil

9 REPORTS TO COUNCIL

9.1 GENERAL MANAGERS REPORT

File Number: RPT/22/60

Responsible Officer: Ken Ross - General Manager
 Responsible Division: Office of the General Manager
 Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

The General Manager's report details information pertaining to meetings attended and general information which are of public interest, and which have not been reported elsewhere in this agenda. Items of note in this report are:

1. OLG Circulars
Circular 22-09 – 22-11
2. Meetings
As listed
3. Upcoming meetings or events
As listed
4. Other items of note
Anzac Day Services

Recommendation

That Council receives and notes the information contained within the report from the General Manager.

Detailed Report

1. Circulars

Circular 22-09

Councils' obligations under the *Modern Slavery Act 2018*

- From 1 July 2022, councils will be required to take reasonable steps to ensure that goods and services procured by and for the council are not the product of modern slavery within the meaning of the Modern Slavery Act 2018 (NSW).
- Commencing from the 2022/23 financial year, each council will be required to publish in their annual reports:
 - a statement of the action taken by the council in relation to any issue raised by the Anti-slavery Commissioner during the year concerning the operations of the council and identified by the Commissioner as being a significant issue, and
 - a statement of steps taken to ensure that goods and services procured by and for the council during the year were not the product of modern slavery within the meaning of the Modern Slavery Act 2018 (NSW).

"Modern slavery" is defined in the Modern Slavery Act 2018 (NSW) as any conduct constituting a modern slavery offence within the meaning of that Act and any conduct

involving the use of any form of slavery, servitude or forced labour to exploit children or other persons taking place in the supply chains of organisations.

Circular 22-10

Local Government Amendment Act 2021 – Guidance on local government rating reforms

- Guidance on local government rating reforms (Guidance) has been prepared to assist NSW councils with reforms to the rating system that were made through the Local Government Amendment Act 2021 (Amendment Act) in 2021.
- The Guidance covers four rating reforms that came into effect immediately on 24 May 2021. These are:
 1. Allowing each council created by merger in 2016 to bring together (harmonise) its rating structures gradually, over up to eight years, in consultation with its community
 2. Enabling a different rate peg to be set for each council, or for different cohorts of councils, and allowing it to be set as a methodology rather than a percentage, including by specifying a base percentage to which an additional figure may be added in specified circumstances
 3. Allowing all councils to set separate rates for different residential areas within a contiguous urban area, in certain circumstances, whether or not they have different 'centres of population', and
 4. Allowing all councils to set farmland rates based on geographic location.

Circular 22-11

Misuse of Council Resources – May 2022 Federal Election

- The Model Code of Conduct provides that council officials must not:
 - use council resources (including council staff), property or facilities for the purpose of assisting their election campaign or the election campaign 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 the use of the resources, property or facility
 - use council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material for the purpose of assisting their election campaign or the election campaign of others.
- These obligations apply to all election campaigns including council, State and Federal election campaigns.
- Councils should also ensure that they exercise any regulatory powers in relation to election activities such as election signage in an impartial and evenhanded way and in accordance with established procedures and practices.
- Failure to comply with these requirements may result in disciplinary action under the code of conduct.

2. Meetings

Following is a list of meetings or events attended by the General Manager for the period of 13 April 2022 – 12 May 2022.

Date	Meeting	Location
13 Apr 2022	George Gordon Oval User Group	Dareton
14 Apr 2022	Collaborative Care Working Party	Video Conference
19 Apr 2022	Mayoral Meeting	Wentworth

19 Apr 2022	Wentworth Sporting Complex User Group Meeting (no quorum) continued as informal meeting	Wentworth
20 Apr 2022	Pre meeting Briefing	Wentworth
20 Apr 2022	Ordinary Council Meeting	Wentworth
25 Apr 2022	Anzac Day Service	Wentworth
26 Apr 2022	Mayoral Meeting	Wentworth
27 Apr 2022	Far West Joint Organisation	Video Conference
27 Apr 2022	Council Advisory Meeting	Wentworth
1-3 May 2022	Western Division of Councils Meeting	Cobar
5 May 2022	Minister Steph Cooke	Video Conference

3. Events

Following is a list of upcoming events, conferences or committee meetings, including out of region meetings where the Shire has been requested to attend in an official capacity.

Date	Meeting	Proposed Attendees	Location
10 May 2022	Australian Inland Botanic Garden Meeting	Crs Linklater & Rodda	Mourquong
11 May 2022	Local Emergency Management Committee	General Manager	Buronga
16 May 2022	Murray Darling Association Board Meeting	Mayor	Video Conference
17 May 2022	Wentworth Sporting Complex User Group Meeting	Crs Nichols, Beaumont & Evans	Wentworth

4. Other items of note

Councillors were present at all Anzac Day Services within the Shire. Services were held at Wentworth, Curlwaa, Dareton, Pooncarie & Fort Courage. Council supported the Wentworth RSL with arrangements and resources for the Anzac Day Services.

Attachments

1. Circular 22-09[🔗](#)
2. Circular 22-10[🔗](#)
3. Circular 22-11[🔗](#)



Office of
Local Government

Circular to Councils

Circular Details	22-09 / 11 April 2022 / A803923
Previous Circular	N/A
Who should read this	Councillors / General Managers / council governance and procurement staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

Councils' obligations under the *Modern Slavery Act 2018*

What's new or changing

- Modern slavery is a serious violation of an individual's dignity and human rights. Exploitative practices including human trafficking, slavery, servitude, forced labour, debt bondage and forced marriage are all considered modern slavery and are serious crimes under Australian law.
- The International Labour Organisation estimates there are more than 40 million people in modern slavery conditions worldwide.
- The commencement of the *Modern Slavery Act 2018* (NSW), introduces new obligations for councils under the *Local Government Act 1993* relating to modern slavery.

What this will mean for your council

- From 1 July 2022, councils will be required to take reasonable steps to ensure that goods and services procured by and for the council are not the product of modern slavery within the meaning of the *Modern Slavery Act 2018* (NSW).
- Commencing from the 2022/23 financial year, each council will be required to publish in their annual reports:
 - a statement of the action taken by the council in relation to any issue raised by the Anti-slavery Commissioner during the year concerning the operations of the council and identified by the Commissioner as being a significant issue, and
 - a statement of steps taken to ensure that goods and services procured by and for the council during the year were not the product of modern slavery within the meaning of the *Modern Slavery Act 2018* (NSW).

Key points

- "Modern slavery" is defined in the *Modern Slavery Act 2018* (NSW) as any conduct constituting a modern slavery offence within the meaning of that Act and any conduct involving the use of any form of slavery, servitude or forced labour to exploit children or other persons taking place in the supply chains of organisations

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Where to go for further information

- Information on modern slavery is available [here](#).
- The *Modern Slavery Act 2018* (NSW) is available [here](#).
- For more information, contact the Council Governance Team by telephone on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



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Deputy Secretary, Crown Lands and Local Government

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Office of
Local Government

Circular to Councils

Circular Details	22-10 / 12 April 2022 / A812712
Previous Circular	21-07
Who should read this	Councillors / General Managers / Finance and Rating Staff / Corporate Governance and Legal staff
Contact	Policy Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

Local Government Amendment Act 2021 – Guidance on local government rating reforms

What's new or changing

- Guidance on local government rating reforms (Guidance) has been prepared to assist NSW councils with reforms to the rating system that were made through the *Local Government Amendment Act 2021* (Amendment Act) in 2021.
- The Guidance covers four rating reforms that came into effect immediately on 24 May 2021. These are:
 1. allowing each council created by merger in 2016 to bring together (harmonise) its rating structures gradually, over up to eight years, in consultation with its community
 2. enabling a different rate peg to be set for each council, or for different cohorts of councils, and allowing it to be set as a methodology rather than a percentage, including by specifying a base percentage to which an additional figure may be added in specified circumstances
 3. allowing all councils to set separate rates for different residential areas within a contiguous urban area, in certain circumstances, whether or not they have different 'centres of population', and
 4. allowing all councils to set farmland rates based on geographic location.

What this will mean for your council

- Guidance has been prepared to assist councils in the implementation of the rating reforms that came into effect on commencement of the Amendment Act.
- The Guidance does not cover other non-rating related reforms that formed part of the Amendment Act, or those further rating reforms which are yet to come into effect.
- The Guidance has been prepared in consultation with NSW council finance and rating professionals and Local Government NSW.

Key points

- Six further rating reforms formed part of the Amendment Act but did not come into effect on assent. These will be commenced by the Minister for Local Government by proclamation once, where required, supporting regulations and guidelines are in place.

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- The Office of Local Government will continue consulting with NSW council finance and rating professionals and key stakeholders to develop the required regulations and supporting guidance to implement the remaining rating reforms.

Where to go for further information

- A copy of the *Local Government Amendment Act 2021 – Guidance on local government rating reforms* document is available on the OLG website at <https://www.olg.nsw.gov.au/councils/council-finances/financial-guidance-for-councils/rating-and-special-variations/>
- The Local Government Amendment Act 2021 is available at <https://www.legislation.nsw.gov.au>.
- The Office of Local Government issued circular for commencement of the Local Government Amendment Act 2021 is available at <https://www.olg.nsw.gov.au/wp-content/uploads/2021/05/21-07.pdf>.



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Office of
Local Government

Circular to Councils

Circular Details	22-11 / 19 April 2022 / A815626
Previous Circular	N/A
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Council to Implement

Misuse of Council Resources – May 2022 Federal Election

What's new or changing

- In the lead up to the May 2022 Federal election, councillors, council staff and other council officials need to be aware of their obligations under the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct) in relation to the use of council resources.

What this will mean for your council

- It is important that the community has confidence that council property and resources are only used for official purposes.
- Councils are encouraged to ensure that councillors, council staff and other council officials are aware of their obligations regarding the use of council resources.

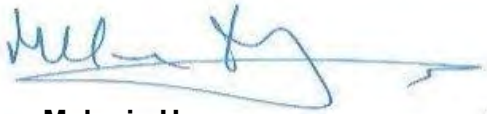
Key points

- The Model Code of Conduct provides that council officials must not:
 - use council resources (including council staff), property or facilities for the purpose of assisting their election campaign or the election campaign 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 the use of the resources, property or facility
 - use council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material for the purpose of assisting their election campaign or the election campaign of others.
- These obligations apply to all election campaigns including council, State and Federal election campaigns.
- Councils should also ensure that they exercise any regulatory powers in relation to election activities such as election signage in an impartial and even-handed way and in accordance with established procedures and practices.
- Failure to comply with these requirements may result in disciplinary action under the code of conduct.

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Where to go for further information

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9.2 POLICY REVIEW - OFFICE OF GENERAL MANAGER

File Number: RPT/22/301

Responsible Officer: Ken Ross - General Manager
 Responsible Division: Office of the General Manager
 Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future
 Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

After each general election of Councillors, the *Local Government Act 1993* requires Council to review all official policies of Council. There are currently 74 policies in place of which 21 are the responsibility of the Office of the General Manager.

For this Council meeting the Office of the General Manager has reviewed five policies and are presenting three to Council for adoption and two for rescission.

Recommendation

That Council:

- a) Approve
 WR003 - Staff Learning and Development Policy,
 WR004 - Contractor Occupational Workplace Health & Safety Policy and
 WR005 - Workplace Health and Safety Policy
- b) Rescind
 GOV014 - Council Charter and Values Policy and
 SP001 - Amalgamations and Boundary Changes

Detailed Report

Purpose

The purpose of this report is to update Council on the process of the reviewing Council policies that has begun following the general election of all Councillors.

Background

After each general election of Councillors, the Act requires Council to review all official policies of Council. There are currently 74 policies in place of which 21 are the responsibility of the Office of the General Manager.

Report Detail

For this report staff within the Office of the General Manager have reviewed the following policies:

WR003 - Staff Learning and Development Policy
 WR004 - Contractor Occupational Workplace Health & Safety Policy
 WR005 - Workplace Health and Safety Policy

The above policies have been reviewed and it has been determined that the policies are still required and that the current scope and intent of the policies is still relevant, therefore only minor formatting and administrative updates in order to reflect best practice have been made to the policies.

GOV014 - Council Charter and Values Policy

The above Policy has been reviewed and it has been determined that the policy was required prior to Council having its Integrated Planning and Reporting requirements in place. The Integrated Planning and Reporting requirements have now been met through various strategic documents. Due to the content of this Policy being covered by the Integrated Planning and Reporting, it is recommended that this Policy be rescinded.

SP001 – Amalgamation and Boundary Changes

The above policy was reviewed and it has been determined that the policy was written at a time when the Office of Local Government was considering amalgamations and boundary changes across NSW Councils. The Office of Local Government has now completed its amalgamations and boundary changes and Wentworth Shire was left as a stand alone council. As such the policy is not relevant and it is recommended that this policy be rescinded.

Conclusion

The *Local Government Act 1993* requires Council to review its official Council Policies following a general Election of Council. The Office of the General Manager is currently responsible for 21 Council policies. For this Council meeting the department has reviewed five policies and are presenting them to Council. It is recommended that three policies be adopted and two policies be rescinded.

Attachments

1. WR003 - Draft Staff Learning and Development Policy[↓](#)
2. WR004 - Draft Contractor Occupational Workplace Health & Safety Policy[↓](#)
3. WR005 - Draft Workplace Health and Safety Policy[↓](#)
4. GOV014 - Draft Council Charter and Values[↓](#)
5. SP001 - Draft Amalgamations and Boundary Changes Policy[↓](#)

Wentworth Shire Council

Word Document Reference: Record Number

Council Policy No: WR003**STAFF LEARNING AND DEVELOPMENT POLICY**

POLICY OBJECTIVE

This policy enforces Council's commitment to development of a highly skilled and flexible workforce through the opportunities in professional growth and development.

1. POLICY STATEMENT

The intent of this policy is to outline the framework for learning and professional development for staff at the Wentworth Shire Council.

2. POLICY COVERAGE

This policy applies to all areas of Council's operations and covers full time and permanent part time staff.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Training	Learning and professional development

5. POLICY CONTENT

5.1 Objective 1.3 of the 2017-2021 Delivery Program of Council is to be the best employer we can be. In order to achieve this objective, Council is committed to developing a highly skilled and flexible workforce by providing staff with opportunities in professional growth and development. Learning and development opportunities include, but are not limited to;

- Formal internal and/or external training
- On the job training
- Attendance to seminars and conferences
- Mentoring and coaching
- Project assignments

Staff Learning and Development is broken up into four main categories

Corporate Learning

Corporate learning activities are essential for an employee to participate effectively in the workplace and include:

- Corporate and site induction
- Occupational health and safety
- Code of conduct
- Equal Employment Opportunity

Statutory Learning

Statutory learning activities are those which are an essential requirement to perform specific tasks. These include:

Wentworth Shire Council

Word Document Reference: Record Number

Council Policy No: WR003**STAFF LEARNING AND DEVELOPMENT POLICY**

- Plant and Equipment licences/ certificates
- Legislative qualifications or licences eg. Confined Space Entry
- NSW Construction Induction Card

Job Specific Learning

Job specific learning activities are required for an employee to effectively perform their roles and responsibilities within Council as detailed within the position description. Examples include:

- Industry specific workshops
- Skill base training
- On the job training

Professional Development Learning

Professional Development Learning activities go beyond the skills and knowledge outlined in the position description and will assist employees developing their career and add value to the Council. Examples include:

- Acting in another employee's position
- Seminars and conferences
- Internal/ external courses deemed relevant to the development of the employee
- Specific project or assignment work
- Tertiary qualification

5.2 All Learning and Professional Development funded by Council should be designed to meet:

- a) Corporate objectives established in the Delivery Program and Operational Plan.
- b) Skills and/ or knowledge requirements based on position descriptions and/or succession planning
- c) Statutory licencing and certification requirements

5.3 The General Manager shall ensure that each Director submits an annual training plan that outlines specific training for employees within each Department.

The annual training plan is to:

- a) Be cognisant of the needs of the Workforce Management Plan, Delivery Program and Operational Plan.
- b) Meet statutory, licencing and certification requirements.
- c) Be fully costed for inclusion in the annual budget.

5.4 The General Manager shall ensure that the training needs of each Department are incorporated into the Workforce Management Plan and the costs associated with the identified training are included within the Annual Budget.

Where training has not been included within the Annual Training Plan a separate report to Council is to be provided seeking approval for the training to be funded.

5.5 The General Manager shall determine (on a case by case basis) whether training is to be fully or partially funded by Council and whether funding is to be provided up front or on successful completion.

5.6 The General Manager is responsible for ensuring that all funded training is completed in a timely manner. In the event that an employee is individually funded to undertake specific training and that training is not completed, the General Manager shall determine if the cost of the training is to be recovered from the employee.

6. RELATED DOCUMENTS & LEGISLATION

Nil.

Wentworth Shire Council

Word Document Reference: Record Number

Council Policy No: WR003**STAFF LEARNING AND DEVELOPMENT POLICY**

7. ATTACHMENTS

Nil.

8. DOCUMENT APPROVAL**For Council Policies please use the following, otherwise delete**

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

[Click here to enter a date.](#)**General Manager Wentworth Shire Council****Date**

Wentworth Shire Council

Word Document Reference: DOC/21/19972

Council Policy No: WR004**CONTRACTOR OCCUPATIONAL WORKPLACE HEALTH & SAFETY****POLICY OBJECTIVE**

This policy sets the guidelines with the Workplace Health and Safety (WHS) of Council contractors.

1. POLICY STATEMENT

The intent of this policy is to set out the occupation health and safety requirements for the selection, engagement and control of contractors and service providers.

It is important to note that:

- Assigning by contract does not remove the individual statutory responsibilities under WHS legislation, i.e. WHS responsibility cannot be outsourced.
- More than one party may have responsibility for WHS at any one time,
- It is no defence to argue that other parties have compromised Council's capacity to adequately address WHS responsibilities.

2. POLICY COVERAGE

This policy applies to all areas of Council's operations and covers all contractors for Council.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
The Act	Local Government Act 1993 No 30 (NSW)
Assets	Applies to the terms assets, stores, items, equipment, furnishings and goods as used throughout this policy and refers to items with an original purchase value of more than \$5,000 (excl. GST) or an estimated residue value of more than \$1000 (excl. GST) at the time of disposal. It doesn't include real property (building and land) but may including fittings attached to the property.
Regulations	Local Government (General) Regulations 2005 (NSW)
Council	Wentworth Shire Council
Contractor	Individual, company or other enterprise providing a product or service to Council.
Pre-Qualified Contractor	A contractor that demonstrates that they have safety, environmental and quality assurance processes in place meeting the requirements of applicable laws, regulations, codes of practice and Council specifications.
Principal Contractor	A person who is, under Clause 293 Work Health & Safety Regulation 2017, for the time being, appointed or taken to be the

Wentworth Shire Council

Word Document Reference: DOC/21/19972

Council Policy No: WR004**CONTRACTOR OCCUPATIONAL WORKPLACE HEALTH & SAFETY**

	principal contractor for the construction work. A principal contractor is responsible for the construction work at all times until the work is completed.
WHS	Workplace Health and Safety

5. POLICY CONTENT

- 5.1** Council is committed to ensuring the health and safety of all persons at council work sites including employees, contractors, volunteers and members of the public.

Council will ensure that

- Contractors and service providers are assessed for their capability to meet Council's requirements for quality, health and safety and, where appropriate, environmental management criteria.
- Contractors and service providers have current insurance policies that indemnify Council for claims arising from injury or illness of workers, public liability, motor vehicle accidents and professional negligence.
- Contractors and service providers meet operator competency requirements.
- Contractors and service providers use only suitably maintained plant and equipment on Council worksites.
- Only contractors and/or sub-contractors who have been assessed against Council requirements are engaged.
- The work activities of contractors and subcontractors and service providers are subject to audit and surveillance.

- 5.2** A council representative will be nominated when a contractor or service provider is prequalified and/or engaged and will be responsible for implementing all policy requirements in respect of contractor WHS management.

This representative will:

- Be suitably qualified and have specific experience and knowledge
- Be required to monitor, inspect, document and report on contractor performance.
- Have the necessary authority to shut down work.
- Carry out initial risk assessments.
- Development site specific safety management plans.

6. RELATED DOCUMENTS & LEGISLATION

- Work Health & Safety Act 2011
- Work Health & Safety Regulation 2017
- Local Government Act 1993
- Civil Liability Act 2002

7. ATTACHMENTS

Nil.

Wentworth Shire Council

Word Document Reference: DOC/21/19972

Council Policy No: WR004**CONTRACTOR OCCUPATIONAL WORKPLACE HEALTH & SAFETY**

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Signed:

[Click here to enter a date.](#)**General Manager Wentworth Shire Council****Date**

Wentworth Shire Council

Word Document Reference: DOC/21/20065

Council Policy No: WR005**WORKPLACE HEALTH AND SAFETY POLICY****POLICY OBJECTIVE**

This policy deals with council's responsibilities under the Work Health and Safety legislation.

1. POLICY STATEMENT

The intent of this policy is to demonstrate Council's commitment to the provision of a physical and mentally healthy work environment, in accordance with the NSW legislative framework established under the WHS Act 2011, WHS Regulation 2017, supporting Codes of Practice and interpretive guidelines that are in place at the time of adopting this policy or as amended from time to time.

2. POLICY COVERAGE

This policy applies to all areas of Council's operations and covers all employees, councillors, managers, directors, contractors and visitors of Council.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
PCBU	Person conducting a business or undertaking
Council	Wentworth Shire Council
Officer	A person who makes, or participates in making, decisions that affect the whole or a substantial part of the organisation or has the capacity to affect significantly the organisation's financial standing.
Worker	A person that carries out work in any capacity for Council including an employee, contractor, an employee of a contractor an employee of a labour hire, an outworker, an apprentice or trainee, a student gaining work experience, a volunteer or a person of a prescribed class.
Workplace	A place where work is carried out and includes any place where a worker goes, or is likely to be, while at work
WHS	Work Health & Safety
Act	Work Health and Safety Act 2011

5. POLICY CONTENT

- 5.1** Providing a safe and health workplace and working environment for all workers and other persons, so far as is reasonably practicable, by developing and implementing standards and systems that comply with or exceed legislative requirements and will ensure resources are provided to meet those requirements.

Wentworth Shire Council

Word Document Reference: DOC/21/20065

Council Policy No: WR005**WORKPLACE HEALTH AND SAFETY POLICY**

- 5.2** Protecting workers and others against harm to their health, safety and welfare through the elimination or minimisation of hazards and risks arising from work activities, substances or plant, through a systematic risk management approach and promotion and implementation of safe work methods, the safe operation of plant and equipment and safe workplace design.
- 5.3** Promoting a culture where harm to our workers through work activities is unacceptable and all levels of council workers have definitive and specific WHS responsibilities, authorities and accountabilities.
- 5.4** Establishing WHS management plans that have measureable objectives & targets to ensure continuous WHS performance improvements and higher standards, which have periodic audits & management reviews.
- 5.5** Providing effective workplace representation, consultation, co-operation and issue resolution that involves workers in work health and safety matters and consult with them in ways of eliminating or minimising risks in the workplace.
- 5.6** Ensuring all council workplaces and facilities are periodically inspected, in conjunction with relevant workers, to identify & control hazards that may pose a risk to the health & safety of workers and / or other persons.
- 5.7** Encouraging unions and employer organisations to take a constructive role in promoting improvements in work health and safety practices, and assist council and workers to achieve a healthier and safer working environment.
- 5.8** Encouraging unions and employer organisations to take a constructive role in promoting improvements in work health and safety practices, and assist council and workers to achieve a healthier and safer working environment,
- 5.9** Providing systems for reporting of incidents, injuries and occurrences, where, all councillors, workers and visitors are required to report all incidents, injuries and occurrences in a timely manner and assist in any investigation if required.
- 5.10** Ensuring all reported incidents, injuries or occurrences are investigated, analysed and corrective measures implemented & reviewed, with the view of eliminating or minimising repeated incidents of actions.
- 5.11** Securing compliance with the Act through effective and appropriate compliance and enforcement measures and ensuring there is appropriate scrutiny and review of actions taken by persons exercising powers and performing functions under the Act.
- 5.12** Ensuring all councillors, workers, contractors, volunteers & visitors are aware of their WHS obligations and comply with all applicable WHS requirements, codes of conduct and workplace directions to ensure their own & others health & safety.

6. RELATED DOCUMENTS & LEGISLATION

- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017
- Local Government Act 1993
- Civil Liability Act 2002
- Corporations Act 2001

7. ATTACHMENTS

Nil.

Wentworth Shire Council

Word Document Reference: DOC/21/20065

Council Policy No: WR005**WORKPLACE HEALTH AND SAFETY POLICY**

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Signed:

[Click here to enter a date.](#)**General Manager Wentworth Shire Council****Date**

Wentworth Shire Council

Word Document Reference: Record Number

Council Policy No: GOV014**COUNCIL CHARTER AND VALUES****POLICY OBJECTIVE**

The intent of this policy is to clearly articulate the Charter of Council (as per the Local Government Act 1993) and to establish the values of Council.

1. POLICY STATEMENT

This Official Council Policy deals with the charter and values of Council.

2. POLICY COVERAGE

This policy is applicable to the whole of Council and its operations.

3. STRATEGIC PLAN LINK

- Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future
- Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery.

4. BACKGROUND

The charter of Council is established in section 8 of the Local Government Act. In 2007 Council adopted a list of core and supportive values, however these sit as a stand-alone document rather than being compiled into a policy of Council. This policy formally adopts the charter of Council and the values of Council, and as a policy sets into motion the formal review of each in line with the election cycle of each Council.

5. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
The Act	Local Government Act 1993 (NSW)
Regulations	Local Government Act (General) Regulations 2005 (NSW)
PBP	Promoting Better Practice Program

6. POLICY CONTENT

It is the policy of council that:-

- 1.1 Council will operate in accordance with the Council charter established within Chapter 3 of the Local Government Act 1993.
- 1.2 Council will use the consultative forums it deems appropriate in order to periodically determine (and review) its values.
- 1.3 Once adopted, the Charter and Council values attached to this policy will be appropriately displayed within Council buildings and published on the website.

Object of principles

The object of the principles is to provide guidance to enable council to carry out its functions in a way that facilitates local communities that are strong, healthy and prosperous.

Guiding principles for councils**(1) Exercise of functions generally**

The following general principles apply to the exercise of functions by council:

- (a) Council will provide strong and effective representation, leadership,

Wentworth Shire Council

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Council Policy No: GOV014**COUNCIL CHARTER AND VALUES**

planning and decision- making.

- (b) Council will carry out functions in a way that provides the best possible value for residents and ratepayers.
- (c) Council will plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- (d) Council will apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
- (e) Council will work co-operatively with other councils and the State government to achieve desired outcomes for the local community.
- (f) Council will manage lands and other assets so that current and future local community needs can be met in an affordable way.
- (g) Council will work with others to secure appropriate services for local community needs.
- (h) Council will act fairly, ethically and without bias in the interests of the local community.
- (i) Council will be a responsible employer and provide a consultative and supportive working environment for staff.

(2) Decision-making

The following principles apply to decision-making by council (subject to any other applicable law):

- (a) Council will recognise diverse local community needs and interests.
- (b) Council will consider social justice principles.
- (c) Council will consider the long term and cumulative effects of actions on future generations.
- (d) Council will consider the principles of ecologically sustainable development.
- (e) Council decision-making will be transparent and decision-makers are to be accountable for decisions and omissions.

(3) Community participation

Council will actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures.

(4) Principles of sound financial management

The following principles of sound financial management apply to council:

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- (a) Council spending will be responsible and sustainable, aligning general revenue and expenses.
- (b) Councils will invest in responsible and sustainable infrastructure for the benefit of the local community.
- (c) Councils will have effective financial and asset management, including sound policies and processes for the following:
 - (i) Performance management and reporting,
 - (ii) Asset maintenance and enhancement,
 - (iii) Funding decisions,
 - (iv) Risk management practices.
- (d) Council will have regard to achieving intergenerational equity, including ensuring the following:
 - (i) Policy decisions are made after considering their financial effects on future generations.
 - (ii) The current generation funds the cost of its services.

(5) Integrated planning and reporting principles that apply to councils

The following principles for strategic planning apply to the development of the integrated planning and reporting framework by council:

- (a) Council will identify and prioritise key local community needs and aspirations and consider regional priorities.
- (b) Council will identify strategic goals to meet those needs and aspirations.
- (c) Council will develop activities, and prioritise actions, to work towards the strategic goals.
- (d) Council will ensure that the strategic goals and activities to work towards them may be achieved within council resources.
- (e) Council will regularly review and evaluate progress towards achieving strategic goals.
- (f) Council will maintain an integrated approach to planning, delivering, monitoring and reporting on strategic goals.
- (g) Council should collaborate with others to maximise achievement of strategic goals.
- (h) Council will manage risks to the local community or area or to the council effectively and proactively.
- (i) Council will make appropriate evidence-based adaptations to meet changing needs and circumstances.

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Council Policy No: GOV014**COUNCIL CHARTER AND VALUES**

(6) The Values of the Wentworth Shire Council are:

- Honesty and Integrity
- Accountability and Transparency
- Respect
- Quality
- Commitment

7. RELATED DOCUMENTS & LEGISLATION

Nil.

8. ATTACHMENTS

Nil.

9. DOCUMENT APPROVAL

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

[Click here to enter a date.](#)**General Manager Wentworth Shire Council****Date**

Wentworth Shire Council

Word Document Reference: Record Number

Council Policy No: SP001**AMALGAMATIONS AND BOUNDARY CHANGES**

POLICY OBJECTIVE

The intent of this policy is to outline Council's approach in dealing with potential amalgamations and /or boundary changes.

1. POLICY STATEMENT

The intent of this policy is to ensure that Wentworth Shire Council establishes systems which deal with Council's approach to amalgamations and boundary changes

2. POLICY COVERAGE

This policy applies to Wentworth Shire Council.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery.

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
NSW	New South Wales
Council	Wentworth Shire Council
The Act	Local Government Act 1993

5. POLICY CONTENT

That the Council:-

- continue to remain philosophically opposed to the forced amalgamation of any local authority within New South Wales.
- indicate that where requested by the majority of residents within an identifiable geographic area, either within or outside of the Council area, to consider the potential for the re-alignment of the Council boundary. Council will consider and investigate each proposal with due diligence, bearing in mind the potential benefits and detriments to the current ratepayers and residents of the Wentworth Shire Council.
- investigate all potential strategic alliances with adjoining local authorities for the provision of services to residents within the Wentworth Shire Council in an endeavour to diminish the need to consider any amalgamation proposals.

6. RELATED DOCUMENTS & LEGISLATION

Nil

7. ATTACHMENTS

Nil.

Wentworth Shire Council

Word Document Reference: Record Number

Council Policy No: SP001

AMALGAMATIONS AND BOUNDARY CHANGES

8. DOCUMENT APPROVAL

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

[Click here to enter a date.](#)

General Manager Wentworth Shire Council

Date

9.3 MONTHLY FINANCE REPORT

File Number: RPT/22/308

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Vanessa Lock - Finance Officer

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

Rates and Charges collections for the month of April 2022 were \$320,465.54. After allowing for pensioner subsidies, the total levies collected are now 78.53%. For comparison purposes 78.80% of the levy had been collected at the end of April 2021. Council currently has \$43,064,171.86 in cash and investments.

Recommendation

That Council receives and notes the Monthly Finance Report.

Detailed Report

The purpose of this report is to indicate to Council the position in relation to the rate of collections and the balance of cash books.

Reconciliation and Balance of Funds held as at 30 April 2022

The reconciliation has been carried out between the Cash Book of each fund and the Bank Pass Sheet as at 30 April 2022.

	Combined Bank Account
Cash Balance as at 1 April 2022	\$ 1,340,074.40
Add: Receipts for the Period Ending 30 April 2022	\$ 10,118,530.46
Rates, Debtors, Miscellaneous	
Less: Payments for the Period Ending 30 April 2022	
Cash Book entries for this Month	\$ 9,417,308.96
Cash Balance at at 30 April 2022	\$ 2,041,295.90
Investments	
Total Investments as at 30 April 2022	\$ 41,022,875.96
TOTAL	\$ 43,064,171.86

Collection of Rates and Charges

Rates and Charges collections for the month of April 2022 were \$ 320,465.54. After allowing for pensioner subsidies, the total levies collected are now 78.53%. A summary of the Rates and Charges situation as at 30 April 2022 is as follows.

	Rates and Charges	
Levies		
Balance Outstanding at 30 June 2021 - Rates / Water	957,794.11	
Rates and Charges Levied 20 July 2021	9,545,527.09	\$ 10,503,321.20
+ Additional Water Charges	1,392,824.00	
+ Supplementary Rates and Charges	78,730.32	
+ Additional Charges	64,759.06	
- Credit Adjustments	20,090.21	
- Abandonments	807.20	\$ 12,018,737.17
Deductions		
- Payments	9,274,511.00	
- Less Refunds of Payments	13,747.13	\$ 9,260,763.87
		\$ 2,757,973.30
- Pensioner Subsidy		
Government Subsidy	97,825.32	
Council Subsidy	80,038.89	\$ 177,864.21
Total Rates/Water Charges Outstanding		\$ 2,580,109.09

Note: For comparison purposes 78.80% of the levy had been collected at the end of April 2021.

Rates/Water write offs and adjustments

Rates and charges that have been written off or adjustments made under the delegated authority of the General Manager for the month of April 2022.

Account	Date	Amount	Comment
Water			
1112.41	11.4.2022	800.75	Adjusted water account due to incorrect reading

Council Loans Report

Name	Institution	Purpose	Interest Rate	Loan Amount	Amount Outstanding	Due Date
Loan 201	National Australia Bank	Buronga Landfill	4.550% Fixed	\$ 920,000.00	\$ 313,394.29	30/01/2025
Loan 202	ANZ Bank	Civic Centre	3.470% Fixed	\$ 850,000.00	\$ 625,735.63	21/10/2026
Loan 203	National Australia Bank	Midway Centre	3.586% Fixed	\$ 1,900,000.00	\$ 1,566,483.45	28/04/2023
Loan 204	Bendigo Bank	Buronga Landfill	5.290% Fixed	\$ 1,500,000.00	\$ 1,263,114.09	12/05/2037
CFWC31 0604	T-Corp	Trentham Cliffs Sewer	1.82% Fixed	\$ 750,000.00	\$ 715,589.05	4/06/2031
CFWC31 0624	T-Corp	Burong/Gol Gol Stormwater	1.79% Fixed	\$ 1,250,000.00	\$ 1,192,209.45	24/06/2031
Loan 205	National Australia Bank	Willowbend Caravan Park	Fixed 2.2%	\$ 1,500,000.00	\$ 1,500,000.00	25/01/2027
Loan 206	Bendigo Bank	Buronga Landfill #3	Fixed 1.85%	\$ 900,000.00	\$ 831,661.15	25/09/2028
				TOTAL	\$ 8,008,187.11	

Overtime and Travelling

Month	Apr-21	Pay Periods	21 & 22	
Overtime				
	Time and a Half		Double Time	
Department	Hours	Amount	Hours	Amount
Animal Services	6.50	\$ 316.78	21.00	\$ 1,371.64
Civil Works	4.00	\$ 189.14		
Finance	7.50	\$ 496.96		
Governance	2.00	\$ 144.83		
Health & Planning	2.00	\$ 101.80		
Parks & Gardens	30.00	\$ 1,408.08	18.00	\$ 1,074.59
Roads - Council	180.50	\$ 8,424.76	48.00	\$ 2,912.66
Roads - RMS	26.00	\$ 1,211.77	89.50	\$ 5,753.35
Roads & Eng Indoor	45.50	\$ 3,212.22	43.00	\$ 4,033.02
Waste Management	6.00	\$ 363.23	24.50	\$ 1,906.34
Water & Waste Water	59.00	\$ 2,756.72	73.00	\$ 4,620.62
Total				
	369.00	\$18,626.29	317.00	\$21,672.22
Travel Allowance				
Department	Kms	Amount		
Total	-	\$ -		
Grand Total		40,298.51		

Conclusion

The report indicates to Council that its finances are in a favourable position. Attachments
Nil

9.4 MONTHLY INVESTMENT REPORT

File Number: RPT/22/309

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Bryce Watson - Accountant

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

As at 30 April 2022 Council had \$37 million invested in term deposits and \$6,064,171.86 in other cash investments. Council received \$7,251.39 from its investments for the month of April 2022.

In April 2022 Council investments averaged a rate of return of 0.95% and it currently has \$8,278,145.40 of internal restrictions and \$28,319,519.92 of external restrictions.

Recommendation

That Council receives and notes the monthly investment report.

Detailed Report

Purpose

The purpose of this report is to update Council on the current status of its investments.

Matters under consideration

As at 30 April 2022 Council had \$43,064,171.86 invested with ten (10) financial institutions and One (1) Treasury Corporation.

Breakdown of Total Funds Available

Financial Institution	Amount	Percentage of Available Funds
AMP	\$1,000,616.28	2.32%
Bank of Queensland	\$1,000,000.00	2.32%
Bendigo Bank	\$4,041,295.90	9.38%
Commonwealth Bank	\$5,000,000.00	11.61%
IMB Bank	\$1,000,000.00	2.32%
Macquarie Bank	\$9,022,259.68	20.95%
ING Bank	\$6,000,000.00	13.93%
National Australia Bank	\$7,000,000.00	16.25%
Westpac	\$6,000,000.00	13.93%
Suncorp	\$2,000,000.00	4.64%
Northern Territory T-Corp	\$1,000,000.00	2.32%
TOTAL	\$43,064,171.86	100.00%

Investments on Hand as at 30 April 2022

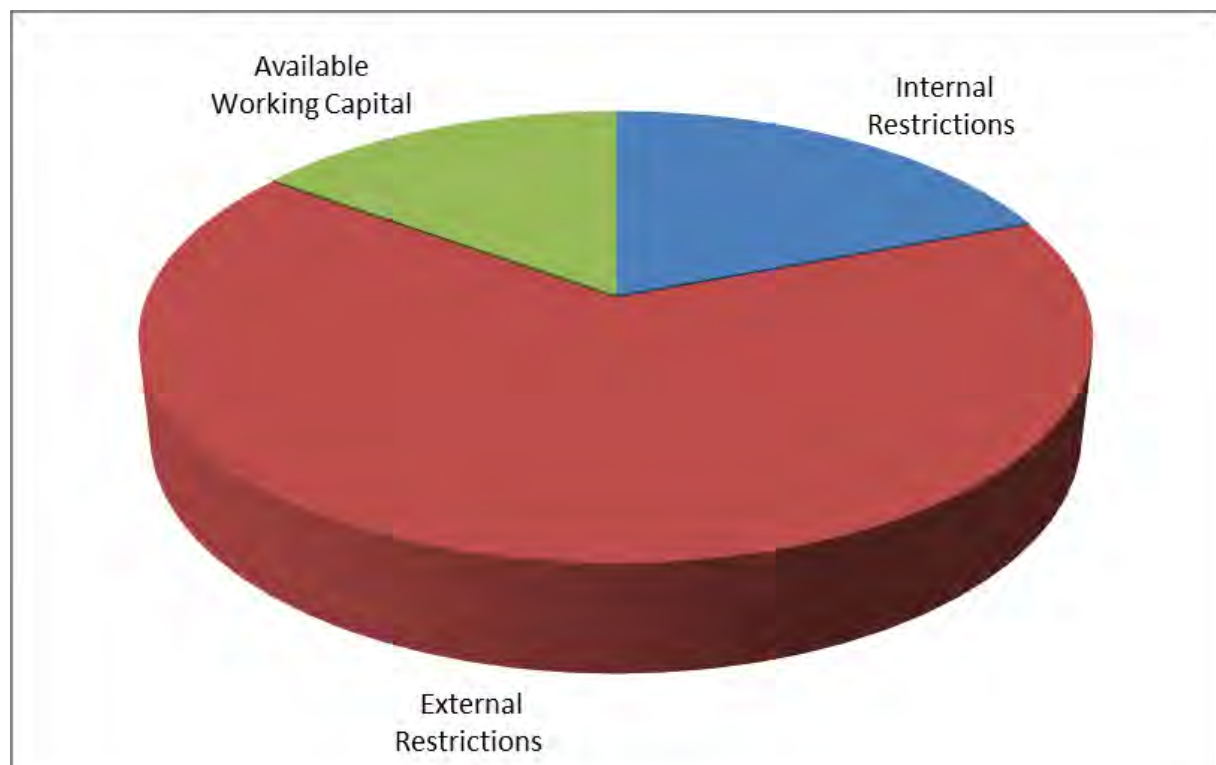
Investments on Hand as at 30 April 2022						
Investee	Date Invested	Date of Maturity	Effective Interest Rate	Investment Type	Amount Invested	Rating
AMP Bank	22/09/2021	22/09/2022	0.80%	Term Deposit	\$ 1,000,000.00	A2/BBB
Bank of Queensland	7/12/2021	5/09/2022	0.50%	Term Deposit	\$ 1,000,000.00	A2/BBB+
Bendigo Bank	24/02/2022	24/02/2023	0.85%	Term Deposit	\$ 1,000,000.00	A2/BBB+
Bendigo Bank	27/09/2021	27/06/2022	0.30%	Term Deposit	\$ 1,000,000.00	A2/BBB+
Commonwealth Bank	8/04/2022	6/04/2023	1.87%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Commonwealth Bank	20/05/2021	20/05/2022	0.39%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Commonwealth Bank	15/06/2021	15/06/2022	0.40%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Commonwealth Bank	14/07/2021	14/07/2022	0.46%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Commonwealth Bank	27/08/2021	27/05/2022	0.37%	Term Deposit	\$ 1,000,000.00	A1+/AA-
IMB Bank	9/03/2022	9/06/2022	1.10%	Term Deposit	\$ 1,000,000.00	A2/BBB+
Macquarie Bank	7/10/2021	24/08/2022	0.40%	Term Deposit	\$ 1,000,000.00	A1/A+
Macquarie Bank	3/12/2021	2/11/2022	0.50%	Term Deposit	\$ 1,000,000.00	A1/A+
Macquarie Bank	22/02/2022	23/08/2022	0.65%	Term Deposit	\$ 1,000,000.00	A1/A+
Macquarie Bank	23/03/2022	23/02/2023	1.25%	Term Deposit	\$ 1,000,000.00	A1/A+
Macquarie Bank	8/03/2022	6/09/2022	0.65%	Term Deposit	\$ 1,000,000.00	A1/A+
National Australia Bank	19/04/2022	15/11/2022	1.29%	Term Deposit	\$ 1,000,000.00	A1+/AA-
National Australia Bank	19/01/2022	19/07/2022	0.52%	Term Deposit	\$ 1,000,000.00	A1+/AA-
National Australia Bank	21/01/2022	18/10/2022	0.62%	Term Deposit	\$ 1,000,000.00	A1+/AA-
National Australia Bank	19/04/2022	17/10/2022	1.20%	Term Deposit	\$ 1,000,000.00	A1+/AA-
National Australia Bank	3/12/2021	1/07/2022	0.49%	Term Deposit	\$ 1,000,000.00	A1+/AA-
National Australia Bank	11/03/2022	11/03/2024	1.85%	Term Deposit	\$ 1,000,000.00	A1+/AA-
National Australia Bank	25/03/2022	20/02/2023	1.18%	Term Deposit	\$ 1,000,000.00	A1+/AA-
ING Bank	23/03/2022	23/03/2023	1.24%	Term Deposit	\$ 1,000,000.00	A1/A+
ING Bank	31/03/2022	31/03/2023	1.68%	Term Deposit	\$ 1,000,000.00	A1/A+
ING Bank	19/04/2022	19/04/2024	3.09%	Term Deposit	\$ 1,000,000.00	A1/A+
ING Bank	19/04/2022	20/03/2023	1.98%	Term Deposit	\$ 1,000,000.00	A1/A+
ING Bank	19/04/2022	19/12/2022	1.42%	Term Deposit	\$ 1,000,000.00	A1/A+
ING Bank	5/04/2022	5/04/2023	1.68%	Term Deposit	\$ 1,000,000.00	A1/A+
NT T-Corp	16/09/2021	15/12/2025	1.35%	Fixed Bond	\$ 1,000,000.00	A1+/AA-
Suncorp Bank	10/06/2021	10/06/2022	0.33%	Term Deposit	\$ 2,000,000.00	A1/A+
Westpac Banking Corporation	24/11/2021	20/10/2022	0.52%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Westpac Banking Corporation	28/02/2022	25/11/2022	0.63%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Westpac Banking Corporation	28/02/2022	28/12/2022	0.71%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Westpac Banking Corporation	7/01/2022	5/08/2022	0.46%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Westpac Banking Corporation	3/12/2021	3/06/2022	0.35%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Westpac Banking Corporation	11/03/2022	11/03/2024	1.92%	Term Deposit	\$ 1,000,000.00	A1+/AA-
Total					\$ 37,000,000.00	
Other Cash Investments						
Investee	Date Invested	Date of Maturity	Effective Interest Rate	Amount Invested	Rating	
Bendigo Bank - Operating A/c	N/A	Ongoing		\$ 2,041,295.90	A2/BBB+	
AMP (11)	23/10/2020	Ongoing	0.55%	\$ 616.28	A2/BBB+	
Macquarie Bank (4) - Ongoing	3/12/2020	Ongoing	0.60%	\$ 4,022,259.68	A1/A+	
Total Funds Available					\$ 43,064,171.86	

Note: Ratings provided are from Moody's and Standard & Poors Rating Agencies

Restrictions

Internal Restrictions		
- Employee Entitlements	\$2,376,437.00	
- Doubtful Debts	\$124,556.00	
- Future Development Reserve	\$1,076,217.20	
- Trust Account	\$700,935.20	
- Caravan Park Loan Facility	\$1,500,000.00	
- Capital Projects	\$1,200,000.00	
- Plant Replacement Reserve	\$1,500,000.00	\$8,278,145.40
External Restrictions		
- Water Fund	\$10,468,631.19	
- Sewer Fund	\$4,095,415.95	
- T-Corp Loan Balance	\$1,127,094.07	
- Developer Contributions Reserve	\$663,375.97	
- Unexpended Grants	\$11,214,501.33	
- Crown Reserves Reserve	\$213,700.14	
- Loan Guarantee Reserve	\$3,460.91	
- Prepayments Cemeteries	\$533,340.36	\$28,319,519.92
Day to Day Liquidity		\$6,466,506.54
Total Funds Available		\$43,064,171.86

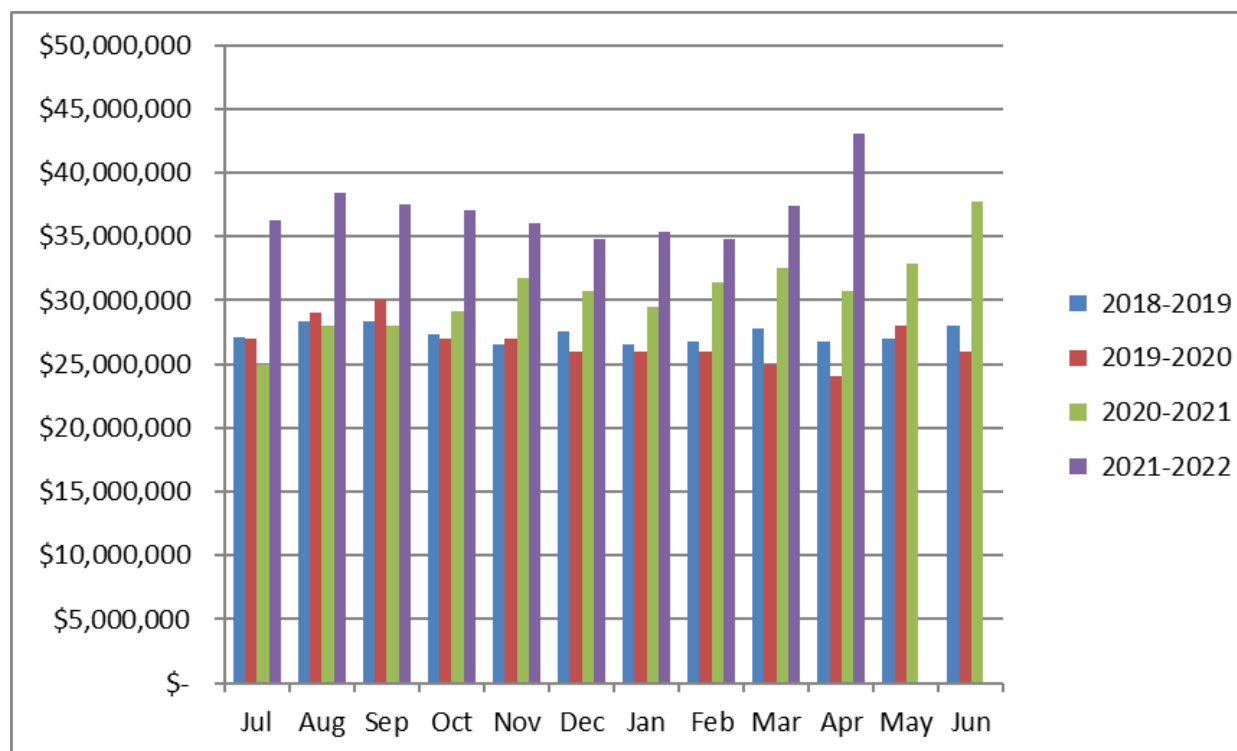
Breakdown



Summary – Unexpended Grants as at 30 April 2022

Grant	Amount
State Library Infrastructure Grant	\$477,685.19
Resources for Regions VIC Relocation	\$423,300.55
Local Roads & Community Infrastructure Phase 2	\$89,283.06
SCCF Wentworth Rowing Club	\$61,038.23
Crown Reserve Improvement Fund Astronomy Park	\$663,389.86
Crown Reserve Improvement Fund Pooncarie Racecourse	\$29,700.00
Resources For Regions Junction Island Bridge	\$157,143.37
Main Road Block Grant	\$641,732.19
Crown Reserve Improvement Fund Wentworth Caravan Park Grant	\$874,982.30
EDS Grant	\$121,971.40
Murray Darling Basin Civic Centre Upstairs Area	\$481,389.00
Fixing Local Roads Grants	\$974,730.88
Resources for Regions Round 8	\$916,287.30
General Assistance Grant	\$5,301,868.00
Total	\$11,214,501.33

Total Funds Invested



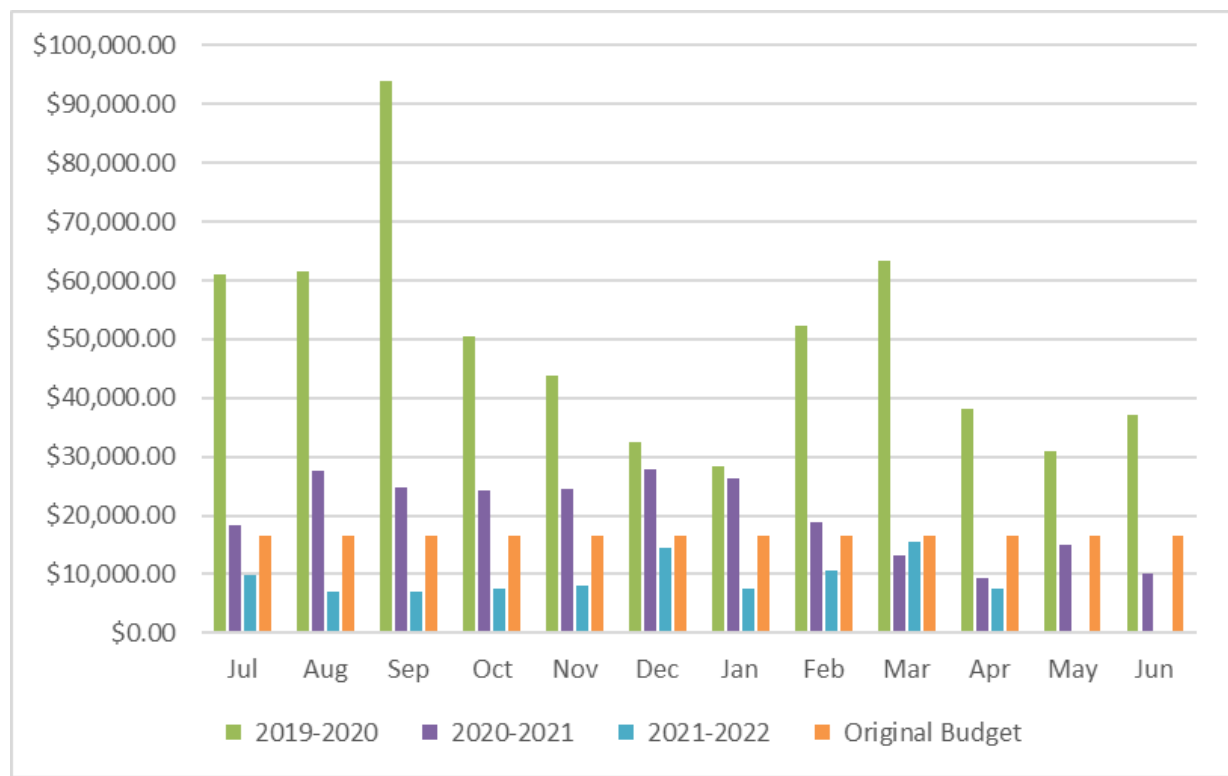
Three (3) deposits and One (1) other account matured or provided interest in April earning Council \$7,251.39 in interest. The budget for April was \$16,666.67. Year to date Council has received \$95,213.22 in interest. The budget for the current financial year is currently set at \$200,000.00.

Currently on the back of the new investment policy approval Council is restructuring their investments into longer term deposits, bonds and managed investments from which we hope to see increased returns by end of financial year 2022.

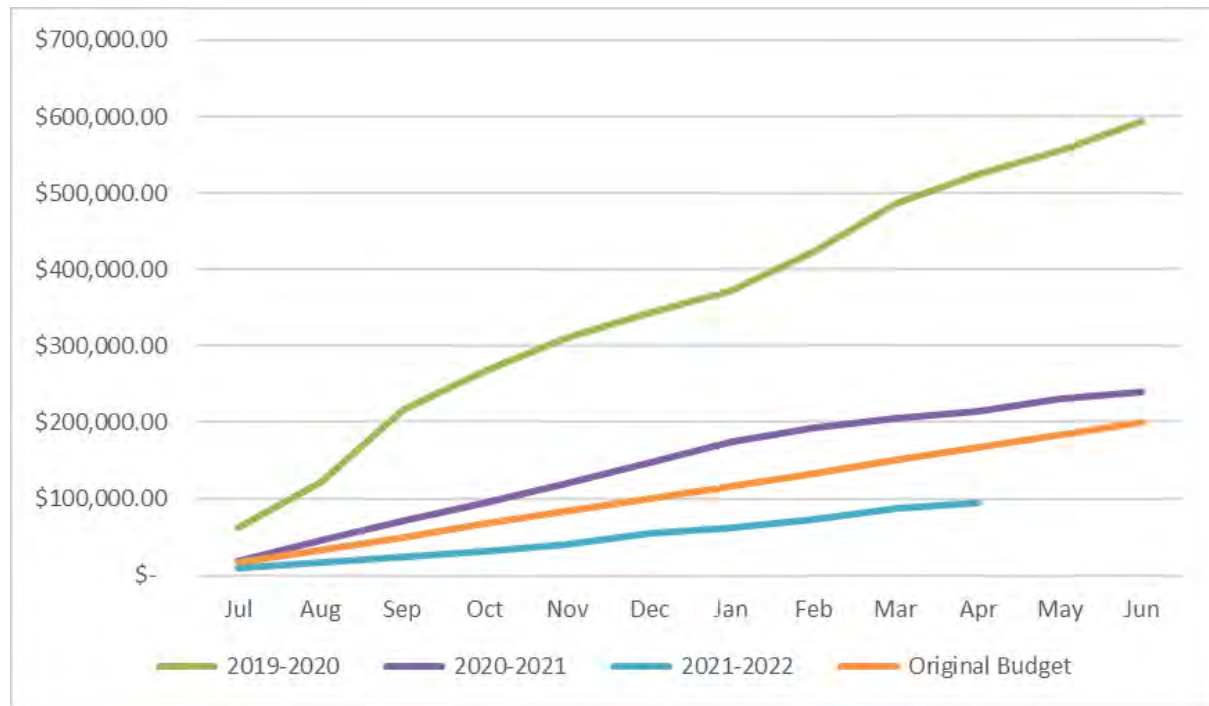
Investment Revenue in April 2022

Investee	Date Invested	Date of Maturity	Effective Interest Rate	Amount Invested	Interest Earned
Term Deposits					
National Australia Bank	3/12/2021	4/04/2022	0.42%	\$1,000,000.00	\$1,403.84
Commonwealth Bank	11/08/2021	8/04/2022	0.32%	\$1,000,000.00	\$2,104.11
National Australia Bank	18/08/2021	19/04/2022	0.32%	\$1,000,000.00	\$2,139.18
Other Cash Investments					
Macquarie Bank	3/12/2020	Ongoing	0.60%	\$4,022,259.68	\$1,604.26
Total					\$7,251.39

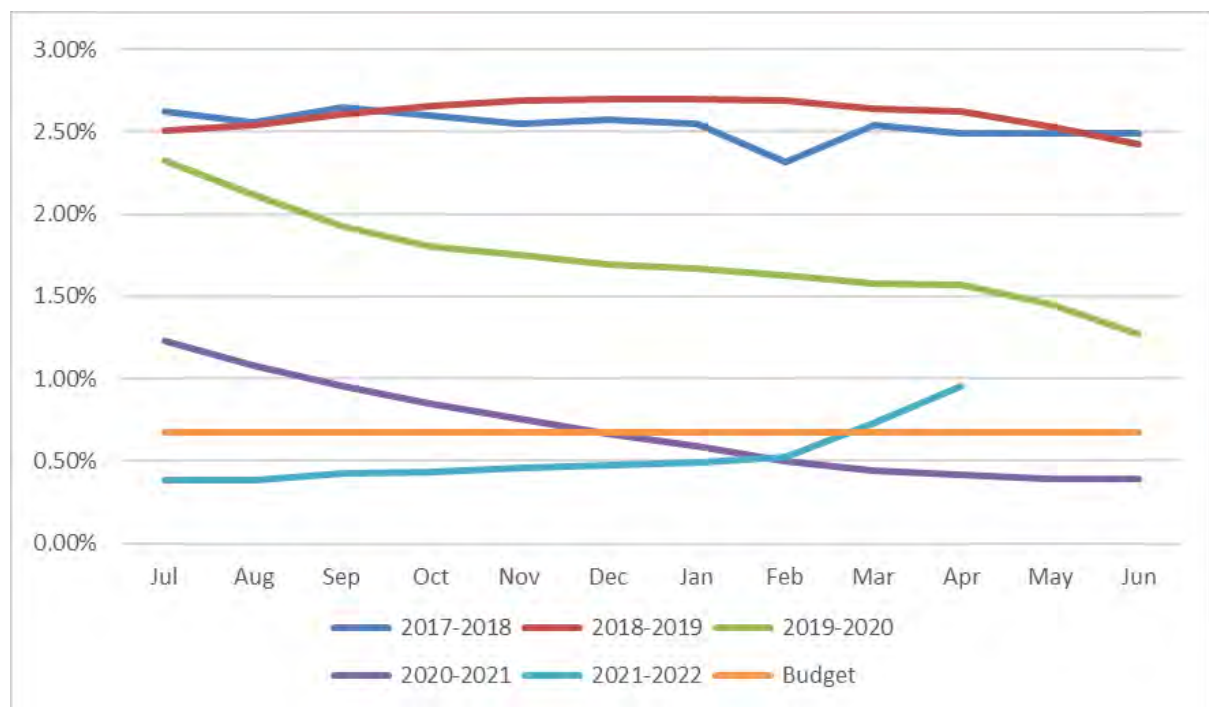
Investment Revenue received April 2022



Total Interest received July 2021 – June 2022



For April 2022 Council's investments returned an effective average rate of 0.95%. Year to date the effective average rate has been 0.53%. The budget for 2021-2022 was set at 0.67%.



Conclusion

The Director Finance & Policy certifies that all investments have been made in accordance with the *Local Government Act 1993* (NSW), Local Government (General) Regulations 2021 and Council's Investment Policy. Council is investing its funds prudently to optimise returns and reduce exposure to risk in accordance with legislation and its own investment policy.

Attachments

Nil

9.5 POLICY REVIEW - DEPARTMENT FINANCE AND POLICY

File Number: RPT/22/306

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

After each general election of Councillors, the *Local Government Act 1993* (the Act) requires Council to review all official policies of Council. There are currently 73 policies in place of which 25 are the responsibility of the Finance & Policy Department.

For this Council meeting the department has reviewed one policy and is introducing a new policy for Council's consideration.

Recommendation

That Council adopt the revised policy GOV014 – Related Party Disclosure Policy

That Council adopt the proposed new policy GOV025 – Contract Management Policy in draft format and place it on public exhibition for 28 days as required by the Local Government Act.

That Council, following the completion of the public exhibition period and there being no submissions, adopt the following draft policies:

- a) AF003 – Financial Assistance Policy
- b) GOV024 – Credit Card Policy

Detailed Report**Purpose**

The purpose of this report is to update Council on the process of reviewing Council policies that has begun following the general election of all Councillors.

Background

After each general election of Councillors, the Act requires Council to review all official policies of Council. There are currently 73 policies in place of which 25 are the responsibility of the Finance & Policy Department.

Matters under consideration

For this report staff within the Finance & Policy Department have reviewed the following policy:

- GOV014 – Related Party Disclosure Policy

As part of ongoing continuous improvement, a new template for both Council and Operational policies has been developed to ensure consistency and ease of use. As part of the review process all existing policies will be updated using the new policy template.

While reviewing this policy it has been determined that the policy is still a required policy of Council and that the current scope and intent of the policy is still relevant, therefore only

minor formatting and administrative updates in order to reflect best practice has been made to the policy.

The department has also developed for the following new policy for the consideration of Council:

- GOV025 – Contract Management Policy

The need for this policy was identified by Council's external auditors who saw this as a gap in our governance and risk management frameworks and recommended this as an area for improvement. It is therefore recommended that Council adopt the policy in draft format and place the policy on public exhibition for 28 days as required by the Local Government Act.

At the March 2022 Ordinary Council meeting the following policies:

- AF003 – Financial Assistance Policy
- GOV024 – Credit Card Policy

were adopted in draft format and placed on public display. The public exhibition period has closed and there have been no comments received from the public, therefore it is recommended that these policies be adopted.

Legal, strategic, financial or policy implications

The Act requires Council to review all of its official Council policies following a general election of all Councillors.

Conclusion

The Finance & Policy department is currently responsible for 25 Council policies. For this Council meeting the department has reviewed one policy and has introduced a new Contract Management Policy and are presenting them to Council for adopting. It is the recommendation of the reporting officer that these policies be adopted.

Attachments

1. Revised Related Party Disclosure Policy[↓](#)
2. Draft Contract Management Policy[↓](#)
3. Draft Credit Card Policy[↓](#)
4. Draft Financial Assistance Policy[↓](#)

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY****POLICY OBJECTIVE**

From 1 July 2016, the Australian Accounting Standards Board has determined that AASB 124 related party disclosures will apply to government entities including local governments.

Council must disclose related party relationships, transactions and outstanding balances, including commitments, in the Annual Financial Statements.

Related parties are likely to include the Mayor, Councillors, General Manager, Senior Executives, their close family members and any entity that they control or jointly control. Any transactions between council and these parties, whether monetary or not may need to be identified and disclosed.

This information will be audited as part of the external audit by the Audit Office of New South Wales.

1. POLICY STATEMENT

The intent of this policy is to ensure that Council's financial statements comply with the disclosure requirements under the Australian Accounting Standard AASB 124 – Related Party Disclosures. These disclosures draw attention to the possibility that Council's financial position and profit or loss may have been affected by the existence of transactions with a related party and outstanding balances with such parties.

2. POLICY COVERAGE

Unless otherwise stated, this policy is applicable to all Councillors, the General Manager, Directors and Managers. They are responsible for ensuring that this policy is understood and complied with.

This policy shall be applied by Wentworth Shire Council in:

- Identifying related party relationships and transactions;
- Identifying outstanding balances between Council and its related parties;
- Identifying the circumstances in which disclosure of the items listed above are required; and
- Determining the disclosures to be made about the items listed above.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future.

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery.

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Accounting Standards	A set of rules that govern the way in which financial statements are prepared to ensure that these statements are comparable through time for an entity and across similar entities.
Australian Accounting Standards Board (AASB)	The AASB is an independent agency of the Australian Government with responsibility to make accounting standards under section 34 of the Corporations Act, to formulate

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV014

RELATED PARTY DISCLOSURES POLICY

	accounting standards for other purposes and to participate in and contribute to the development of a single set of international accounting standards for worldwide use. The Chairman of the ASSB reports to the responsible Minister regarding the organisation's operations.
Close family members or close members of the family	<p>In relation to a key management person, family members who may be expected to influence, or be influenced by, that key management person in their dealings with council and include:</p> <ul style="list-style-type: none"> • That person's children and spouse or domestic partner • Children of that person's spouse or domestic partner • Dependants of that person or that person's spouse or domestic partner. <p>For the purpose of this policy, close family members could include extended members of a family (such as, without limitation, parents, siblings, grandparents, uncles/aunts or cousins) if they could be expected to influence, or be influenced by, the key management person in their dealings with Council.</p>
Control	<p>Control of an entity is present when there is:</p> <ul style="list-style-type: none"> • Power over the entity; and • Exposure or rights to variable returns from involvement with the entity; and • The ability to use power over the entity to affect the amount of returns received
Key Management Personnel or Key Management Person or KMP	<p>Person(s) having authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly. Specifically, KMP of Council includes the Mayor, Councillors, the General Manager, Directors and Managers. Other persons may be considered KMP of council if they meet the definition requirements. Persons acting in a KMP position will not be considered KMP unless they meet the definition requirements or are acting for a period of more than five consecutive weeks.</p>
Materiality	<p>Factors and thresholds determined by the Director Finance and Policy in consultation with Council's external auditors.</p>
Ordinary Citizen Transaction (OCTs)	<p>Transactions that an ordinary citizen would undertake with Council, which is undertaken on arm's length terms and in the ordinary course of carrying out council's functions and activities. Examples of ordinary citizen transactions assessed to be not material in nature include:</p> <ul style="list-style-type: none"> • Paying rates and annual charges; • Using Council's public facilities after paying the corresponding fees; and

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Council Policy No: GOV014

RELATED PARTY DISCLOSURES POLICY

	<ul style="list-style-type: none"> Fees and charges approved by council that are on terms and conditions to the general public and by their nature or amount are not material.
Significant Influence	Is the power to participate in the financial and operating policy decisions of an entity, but not control over these policies. Significant influence may be gained by share, ownership, statute or agreement.
Related Party	<p>Is a person or entity that is related to the entity that is preparing its financial statements. Examples of related parties are:</p> <ul style="list-style-type: none"> Council subsidiaries Key management personnel Close family members of key management personnel Entities that are controlled or jointly controlled by KMP or their close family members
Related Party Transaction	<p>Is a transfer of resources, services or obligations between Council and a related party, regardless of whether a price is charged. Examples of related party transactions are:</p> <ul style="list-style-type: none"> Purchases or sales of goods; Purchases or sales of property and other assets; Rendering or receiving of services; Rendering or receiving of goods; Development applications; Leases; Commitments to do something if a particular event occurs or does not occur in the future; or Settlement of liabilities on behalf of Council or by Council on behalf of that related party.
Related Party Transaction Notification or RPT Notification	A document entitled Related Party Transaction Notification by KMP in the prescribed form.

5. POLICY CONTENT

It is the policy of this Council that:

Council is required to prepare and report related party disclosures in accordance with Australian Accounting Standard requirements. To do this, Council will implement a system to identify and capture related party transactions with related parties.

Related Party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In these circumstances, there is the possibility of the entity having the ability to affect the financial and operating policies of Council through the presence of control, joint control or significant influence.

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Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY**

A related party relationship could influence the normal business operations of Council. In some instances, Council may enter into transactions with a related party that unrelated parties would not. For example, goods are supplied to Council on terms that might not be offered to other customers.

Also, transactions between related parties may not be made on the same terms as between unrelated parties.

The normal business operations of Council may be affected by a related party relationship even if related party transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of Council with other parties. Alternatively, one party may refrain from trading with Council because of the significant influence of another, for example a local supplier may be instructed by its parent not to engage in supplying goods to Council.

For these reasons, knowledge of Council's transactions and outstanding balances (including commitments and relationships with related parties) may affect assessments of Council's operations by users of financial statements, including assessments of the risk and opportunities facing Council.

Related Party Relationships

Council will identify any entities and KMP that fall within the definition of a related party.

Related Party Disclosures:

Key Management Personnel must provide a Related Party Transaction Notification (RPT Notification) in the form set out in Attachment A, notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any close family members, to the Finance and Policy Department in council by no later than 30 June each year (specified notification period):

At least 30 days before a specified notification period the Office of the General Manager will provide KMPs with an RPT Notification Form (**Attachment A**) and a Privacy Collection Notice (**Attachment B**).

The notification requirement above does not apply to:

- Related party transactions that are ordinary citizen transactions not assessed as being material; and
- For Councillors, expenses incurred and facilities provided to a councillor during the financial year, under council's Payment of Expenses and Provision of Facilities Policy, the particulars of which are contained in council's annual report pursuant to the Local Government (General) Regulation 2021.

Register of related party transactions

Council will maintain and keep up to date a register of related party transactions that captures and records information required for disclosure purposes for each existing or potential related party transaction (including ordinary citizens transactions assessed as being material in nature) during a financial year.

The contents of the register of related party transactions must detail for each related party transaction:

- The description of the related party transaction;
- The name of the related party;
- The nature of the related party's relationship with Council;

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Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY**

- Whether the notified related party transaction is existing or potential;
- A description of the transactional documents the subject of the related party transactions;

Information Privacy

The following information is classified as confidential and is not available for inspection by or disclosure to the public, including through a Government Information (Public Access) application:

- Information (including personal information) provided by a key management person in a RPT Notification; and
- Personal information contained in a register of related party transactions.

Except as specified in this policy, Council and other permitted recipients will not use or disclose personal information provided in a RPT Notification by a KMP or contained in a register of related party transactions, for any other purpose or to any other person except with the prior written consent of the subject KMP.

The following persons are permitted to access, use and disclose the information (including personal information) provided in a RPT Notification or contained in a register of related party transactions for the purposes specified in this policy:

KMP for information about themselves

- Officers of Council's Finance and Policy Department responsible for maintaining related party information;
- Officers of Council's Finance function responsible for the preparation of financial reporting;
- Members of Council's Audit, Risk & Improvement Committee; and
- An auditor of Council (including an auditor from the New South Wales Audit Office)

A person specified above may access, use and disclose information (including personal information) in an RPT Notification or contained in a register of related party transactions for the following purposes:

- To assess and verify a notified related party transaction;
- To reconcile identified related party transactions against those notified in an RPT Notification or contained in a register of related party transactions;
- To comply with the disclosure requirements of AASB 124; or
- To verify compliance with the disclosure requirements of AASB 124

An individual may access their personal information provided by a KMP in an RPT Notification or contained in a register of related party transactions in accordance with Council's Information Privacy Policy.

Government Information (Public Access) Status

The following documents are not open to or available for inspection by the public:

- RPT Notifications provided by a KMP and
- A register of related party transactions

A GIPA application seeking access to or release of:

- A document or information (including personal information) provided by a KMP in an RPT Notification or
- Personal information contained in a register of related party transactions

Wentworth Shire Council

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Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY**

will be refused on the grounds the document or information comprises information the disclosure of which would, on balance, be contrary to the public interest under Section 14 of the Government Information (Public Access) Act 2009.

A GIPA application seeking access to a release of transactional information and documentation the subject of a related party transaction with Council will be considered, assessed and decided in accordance with Council's usual procedures regarding applications made under the Government Information (Public Access) Act 2009.

Disclosure Requirements

To comply with AASB 124, for annual periods beginning on or after 1 July 2016, Council will make the following disclosures in its General Purpose Financial Statement:

- Relationships between Council and its subsidiaries, irrespective of whether there have been transactions between them; and
- Key management personnel (KMP) compensation in total and for each of the following categories;
 - Short-term employee benefits
 - Post-employment benefits
 - Other long term benefits; and
 - Termination benefits

Amounts incurred by Council for the provision of KMP services that are provided by a separate management entity.

Related party transactions are required to be disclosed, regardless of whether a price is charge.

Such transactions may include:

- Purchase or sale of goods;
- Purchase or sale of property and other assets;
- Rendering or receiving services;
- Leases;
- Quotations and/or tenders;
- Commitments; or
- Settlements of liabilities on behalf of Council or by Council on behalf of the related party.

Council shall disclose in its financial statements:

- Related party;
- Relationships;
- Transactions (monetary and non-monetary);
- Outstanding balances; and
- Commitments.

At a minimum, disclosures shall include:

- The value of the transaction(s);
- The value of outstanding balance(s) and their terms and conditions, including whether they are secured, and the nature of consideration to be provided in settlement;
- Details of any guarantees given or received;
- Provision for doubtful debts related to the amount of outstanding balances; and
- The expense recognised during the period in respect of bad or doubtful debts due from related parties.

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Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY**

Disclosures are to be made separately for the following categories:

- Subsidiaries;
- Associates;
- Joint ventures in which Council is a joint venturer;
- KMP and close family members; and
- Other related entities

Transactions with and amounts receivable from and payable to related parties of Council which:

- Occur within a normal employee, customer or supplier relationship and at arms' length;
- Occur under normal terms and conditions;
- Are trivial or domestic in nature; and
- Are individually or collectively immaterial

shall be excluded from the detailed disclosures. Such transactions and amounts receivable or payable shall be disclosed in the financial statements by aggregate or general description. The arm's length principle is the condition or fact that the parties to a transaction are independent and on an equal footing. Normal terms and conditions are those that apply to the general public. Transactions or balances are trivial in nature when they are of little or no interest to the users of the financial report in making evaluation decisions about the allocation of scarce resources and domestic in nature when they are related to a person's personal household activities. Materiality takes its meaning as defined in AASB 101 Presentation of Financial Statements.

The following matters will be considered in determining the materiality and significance of any related party transactions:

- Significance of transaction in terms of size;
- Whether the transaction was carried out on non-market terms;
- Whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets;
- Whether the transaction is disclosed to regulatory or supervisory authorities;
- Whether the transaction has been reported to senior management; and
- Whether the transaction was subject to Council approval.

Regard must also be given for transactions that are collectively, but not individually significant.

The Director Finance and Policy is responsible for the following:

Identifying Council subsidiaries, associates and joint ventures

- To determine whether Council has control or joint control of an entity;
- To determine whether an entity is an associate of, or in a joint venture with Council or a Council subsidiary; and
- Ensuring that all the relevant information for each existing related party transaction is compiled for the purpose of recording the related party transactions and associated information in a register of related party transactions.

6. RELATED DOCUMENTS & LEGISLATIONLegislation

- *Local Government Act 1993 (NSW)*
- *Local Government (General) Regulation 2021*
- *Government Information (Public Access) Act 2009 (NSW)*

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Word Document Reference: TBC

Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY**

Council Policies

- GOV020 – Code of Conduct Policy
- GOV022 – Legislative Compliance Policy
- GOV023 – Conflicts of Interest Policy

Council Document

- Legislative Compliance Framework
- Governance Framework
- Conflict of Interests Register

7. ATTACHMENTS

Attachment A – Related Party Transaction Notification

Attachment B – Privacy Collection Notice

8. DOCUMENT APPROVAL

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

[Click here to enter a date.](#)**General Manager Wentworth Shire Council****Date**

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY****Attachment A**

[Related Party Transactions Notification]

**WENTWORTH SHIRE COUNCIL
Related Party Transactions
Notification by
Key Management Personnel****[Note: This document is confidential and is not GIPA-accessible. See Council's Related Party Disclosure Policy]**

Name of Key Management Person:

Position of Key Management Person:

Please read the Privacy Collection Notice provided with this notification, which explain what is a related party transaction and the purposes for which Council is collecting, and will use and disclose, the related party information provided by you in this notification.

Please complete the table below **for each related party transaction with Council** that you, or a close member of your family, or an entity related to you or a close member of your family:

- Has previously entered into **and** which will continue in the current and next financial year; or
- Has entered into, or is reasonably likely to enter into, in the next financial year.

Description of Related Party Transaction	Is transaction existing/potential?	Related Party's Name (Individual's or entity's name)	Related Party's Relationship/Reason's why related	Description of Transaction Documents or Changes to the Related Party Relationship

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Council Policy No: GOV014

RELATED PARTY DISCLOSURES POLICY

Notification

_____, _____, _____
(Full name) (Position)

belief, as at the date of this notification, the above list includes all existing and potential related party transactions with Council involving myself, close members of my family, or entities controlled or jointly controlled by me or close members of my family, relevant to the current and next financial year.

I make this notification after reading the Privacy Collection Notice provided by Wentworth Shire Council, which details the meaning of the words “related party”, “related party transaction”, “close members of the family of a person” and, in relation to an entity, “control” or “joint control”, and the purpose for which this information will be used and disclosed.

I permit the Director Finance and Policy and the other permitted recipients specified in Council's Related Party Disclosure Policy to access the register of interests of me and persons related to me and to use the information for the purposes specified in that policy.

Signature of named Key Management Person: _____

Dated: _____

Dated:

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY**

Attachment B

[Privacy Collection Notice]

**WENTWORTH SHIRE COUNCIL
PRIVACY COLLECTION NOTICE
RELATED PARTY TRANSACTIONS DISCLOSURE BY KEY
MANAGEMENT PERSONNEL**

Purpose of Collection, Use and Disclosure

Effective for annual periods beginning on or after 1 July 2016, Council must disclose certain related party relationships and related party transactions together with information associated with those transactions in its general purpose financial statements, in order to comply with Australian Accounting Standard AASB 124 Related Party Disclosures.

Related parties include Council's key management personnel, their close family members, and any entities that they or any of their close family members control or jointly control.

A related party transaction is any transaction (whether a transfer of resources, services or obligations) between the reporting local government and any of the related parties, whether monetary or not.

If there is a related party transaction with Council applicable to a reporting financial year, AASB 124 requires Council to disclose in the financial statements the nature of the related party relationship and information about the transaction, including outstanding balances and commitments associated with the transaction. Disclosure in the financial statements may be in the aggregate and/or made separately, depending on the materiality of the transaction.

For more information about Council's disclosure requirements under AASB 124, please refer to Council's Related Party Disclosure Policy, which can be found at <http://www.wentworth.nsw.gov.au/policies>.

Notifications by Key Management Personnel

In order to comply with AASB 124, Council has adopted a policy that requires all members of its key management personnel (**KMPs**) to periodically provide notifications to the General Manager of any existing or potential related party transactions between Council and any of their related parties during a financial year, and any changes to previously notified related party relationships and transactions relevant to the subject financial year.

To this end, a KMP must provide a Related Party Transaction Notification, in the approved form, notifying any existing or potential related party transaction between Council and any related parties of the KMP, to the General Manager by no later than 30 June each year

Also, during a financial year, a KMP must proactively notify of any new or potential related party transactions that the person knows of, or any changes to previously notified related party relationships or transactions, relevant to the subject financial year by providing to the General Manager, additional Related Party Transactions Notifications by no later than 30 days after the person becomes aware of the transaction or change.

Note, these related party transaction notification requirements are in addition to the notifications KMPs are required to make to comply with:

- The material Conflicts of Interest obligations (Pecuniary and Non Pecuniary) in the Local Government Act 1993 and Council's Code of Conduct

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Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY**

- The declaration of interests for the register of interests required to be kept under the Local Government (General) Regulation 2021

The New South Wales Audit Office may audit related party information as part of the annual external audit.

For privacy and government information (public access) status of this information, please refer to Council's Related Party Disclosure Policy.

Who are KMPs?

KMPs are persons having authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly. For Council these include:

- The Mayor
- Councillors
- General Manager
- Directors
- Managers

Who are close family members of a KMP Person?

Close family members, or close members of the family, of a KMP are family members who may be expected to influence, or be influenced by, that person in their dealings with Council and include:

- That person's children and spouse or domestic partner;
- Children of that person's spouse or domestic partner; or
- Dependants of that person or that person's spouse or domestic partner

The definition of close members of the family of a related person for the purpose of AASB 124 is broader than the definition of "related" in relation to a person for the purpose of a register of interest under the Local Government (General) Regulation 2021. For AASB 124, close family members could include extended members of a family (such as, without limitation, a parent, grandparent, siblings, etc) if they could be expected to influence, or be influenced by, the KMP in their dealings with Council.

For a related party transaction, unlike a register of interests, the related party and relationships must be disclosed for both the KMP and their close family member even if the same party related party entity is held jointly or in common by them.

The following table may assist you in identifying your close family members:

Definitely a close family member	Maybe a close family member
Your spouse/domestic partner	Your brothers and sisters, if they could be expected to influence, or be influenced by, you in their dealings with Council
Your children	Your aunts, uncles and cousins, if they could be expected to influence, or be influenced by, you in their dealings with Council
Your dependants	Your parents and grandparents, if they could be expected to influence, or be influenced by, you in their dealings with Council
Children of your spouse/domestic partner	Your nieces and nephews, if they could be expected to influence, or be influenced by, you in their dealings with Council

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV014**RELATED PARTY DISCLOSURES POLICY**

Dependants of your spouse/domestic partner	Any other member of your family, if they could be expected to influence, or be influenced by, you in their dealings with Council
--	--

What is an entity that I, or my close family member, control or jointly control?

Entities include companies, trusts, incorporated and unincorporated associations such as charities, joint ventures and partnerships. You control an entity if you have:

- Power over the entity;
- Exposure, or rights, to variable returns from your involvement with the entity; or
- The ability to use your power over the entity to affect the amount of your returns.

Example of control

Fred is the Mayor of Sunny Shire Council and owns 100% of the ordinary shares in Sunny Development Company Pty Ltd (the company). The ordinary shares are the only shares in the company that have voting rights.

Fred controls the company because he has the power to affect the company's decisions and the return that he will get from the company.

Fred will need to include the company on his related party transaction notification.

To jointly control an entity there must be contractually agreed sharing of control of the entity, which exists only when decisions about relevant activities require the unanimous consent of the parties sharing control.

Example of joint control

Fred is the Mayor of Sunny Shire Council and owns 50% of the ordinary shares in Sunny Development Company Pty Ltd (the company). Fred's brother Stan owns the other 50% of the ordinary shares. Fred and Stan are the only Directors of the company and have equal voting rights on the board.

Fred and Stan have joint control of the company because any decisions require the unanimous consent of them both.

Fred will need to include the company on his related party transaction notification and entity's related party relationship with Fred and Stan.

In some cases, it will be obvious that you or a family member control or have joint control over an entity. In other cases, it will be less clear.

If you are unsure whether you, or a close family member, has control or joint control of an entity then you should contact the General Manager for a confidential discussion.

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV025**CONTRACT MANAGEMENT POLICY****POLICY OBJECTIVE**

The effective management of contracts with suppliers is essential to Council in maximising the benefits and achieving its corporate objectives. These benefits can be summarised as follows:

- **Business Benefits**
 - Maximises outcomes to Council (i.e. Council “gets what it is paying for”) by managing supplier performance, maintaining quality, improving productivity and identifying opportunities for improvement and innovations.
- **Value for Money**
 - Enables savings and benefits opportunities identified during the procurement or contract management process to be realized, whilst also ensuring the achievement of expected procurement outcomes.
 - Enables further benefits through ongoing performance reviews, services improvements, supply chain improvements, innovation etc.
- **Risk Management**
 - Reduces contractual risks through robust contract management practices.
 - Ensures Council is also aware of, and complies with, its own contractual and legislative obligations.

1. POLICY STATEMENT

The intent of this policy is to ensure that there is a clear and standardised approach to managing and administering contracts for goods and services purchased from suppliers.

This policy applies to all contracts and any other documents that create legally binding obligations on Council for the procurement of goods, services and works which may include procurements which are simple in nature and low risk. Furthermore, it applies to a contract until all contractual obligations have been completed.

2. POLICY COVERAGE

This policy applies to all Council staff responsible for the management of contracts on behalf of Council.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future.

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery.

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Contract	An agreement, exchange of letters, heads of agreement, deeds of agreement, binding memorandum of understanding, response to tender, grant application, trust deed and any other document which creates or which may create binding obligations on Council and on the other party/parties to the contract.
Contract Management	Refers to all activities at the commencement of, during and after the contract period, to ensure that all contractual obligations have been completed.

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV025**CONTRACT MANAGEMENT POLICY**

Contract Owner	Council staff member with the relevant financial delegation who is ultimately accountable for the outcomes of the contract. The contract owner approves contract variations including extensions, as well as appointing the contract management roles.
Contract Manager	Council staff member nominated to be responsible for the management and administration of the contract.
Contract Register	A register maintained for all procurements valued at over \$100,000.
Contract Variation	Is an addition or alteration to the original contract and may include a change to the scope of the contract, value of the contract, the contract options to be exercised, contract prices and quantity purchased.
GIPA	<i>Government Information (Public Access) Act 2009</i>
Value of a Contract	The value of a contract is whichever of the following values (inc. GST) is appropriate to the kind of contract concerned: <ul style="list-style-type: none"> • The total estimated value of the project, or • The total estimated value of the goods or services over the term of the contract, or • The value of the real property transferred.

5. POLICY CONTENT

The application of this policy will commence at the completion of the procurement process (post award) and is designed to assist Council staff in managing and monitoring contracts and to ensure all contractual objectives are realised.

Council is responsible for the management of a diverse range of contracts including service, supply, building and construction-based contracts. To effectively manage these contracts Council staff must apply the following key principles of effective contract management:

- A Contract Management Plan must be developed prior to the commencement of the contract;
- Contracts are managed in a manner that facilitates business delivery while minimising risk;
- Contracts are managed maximising financial and operational performance;
- A standard approach and framework is adopted to managing contracts;
- Consistency in Council's procurement activities;
- Staff are adequately skilled and trained, and understand their roles and responsibilities under a contract;
- The principles of probity are adhered to: and
- Compliance with legislative and administrative arrangements.

The management of a contract may extend beyond the current term of the contract when there are ongoing obligations associated with maintenance agreements, warranties and guaranties.

Stages in the Contract Management Life CycleStage 1

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV025**CONTRACT MANAGEMENT POLICY**

Contract Commencement – How to initiate and plan the contract management process:

- Successful Contract Management is highly influenced by activities performed prior to awarding the contract. Ensuring contract terms, conditions, scope, deliverables, KPI reporting and relationship management are clearly established in the signed contract and understood by all parties, is fundamental for effective Contract Management.

Stage 2

Contract Management – How to manage and administer contracts:

- Properly managing supplier performance with respect to outcomes and deliverables clearly specified and agreed in the contract will help ensure Council obtains the business benefits and value for money within target timeframes.

Stage 3

Contract Close Out – How to close and transition contracts:

- The contract close-out is the stage for finalising contract obligations and liabilities with suppliers. It may also include transitioning to another supplier for the goods/services.

Mandatory Requirements:

The following minimum requirements apply to all Council contracts valued at \$100,000 or more:

- Each contract must be given a contract number with the specific details of the contract recorded in the contracts register that is maintained in Council's Electronic Document Management System.
- A Contract Manager must be appointed.
 - The Contract Manager may manage a contract valued at more than their level of financial delegation. However, the Contract Manager must not approve or incur expenditure on goods, services or a project valued at more than their level of financial delegation. This also applies to any variations to the original price of the contract.
- Council developed and approved Contract Templates must be used.
 - Staff must use Council developed and approved contract templates at all times. These include contracts based on Australian Standards.
 - If in doubt specific advice should be sought to determine the appropriate terms and conditions to apply.
- All contracts must include appropriate clauses in the following areas:
 - Work Health & Safety, Quality Assurance, Environmental, Financial Capability, Insurance, Industrial Relations, Performance, Code of Conduct, Business Ethics, and Disclosure of Information (GIPA)
 - That allow and support contract compliance and risk management, with having regard to project value, requirements and complexity.
- All contracts must include appropriate clauses in the areas of:
 - Payments and Retentions, Price Adjustments, Delay to Completion/Delivery, and Dispute Resolution.
 - That allow managing or regulating variations to the original contract, having regards to project value, contract requirements and complexity.
- Contract performance of all contracts valued at \$100,000 or more must be regularly monitored, evaluated and reported.
 - This is required at least annually over the term of the contract and upon completion.
- All contract variations must be approved in writing in accordance with the contract and be approved by the appropriate delegate.

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV025**CONTRACT MANAGEMENT POLICY**

- All risks must be reviewed annually and where applicable, the risk management plans updated
- Council's Code of Conduct must always be adhered to in the management of contracts on behalf of Council, in particular ensuring responsible decision making, declaring and appropriately managing any conflicts of interest and appropriate declining any offered Gifts or Benefits
- The responsible Contract Owner assigns the day to day management of the contract to the Contract Manager.
- For the purpose of this policy, staff that are responsible for managing procurement that is simple in nature and low risk will be considered a Contract Manager. Therefore, staff must manage all related legally binding obligations on the Council in an appropriate manner in accordance with this Policy.
- At the completion of a contract, a formal review process must be undertaken by the Contract Owner and the Contract Manager.
- The outcomes of such reviews shall be recorded and used to inform corrective actions and guide future contracting decisions.

Responsibilities**Executive Team**

- Overall Implementation of the Policy

Director Finance & Policy

- Ensuring the appropriate contract disclosures as required by the GIPA Act;

Manager Finance & Administration

- Ensuring that Council's Contract's Register is maintained and up to date; and
- Assist Contract Managers in monitoring and evaluating and reporting on the performance of contracts valued at \$100,000 or more.

Contract Owners

- Facilitation and oversight of contracts on the contracts register within their respective portfolio;
- Appointment of a suitably qualified, capable and adequately skilled Contract Manager according to the level and complexity of the contract; and
- Assigning day to day management of a contract to a Contract Manager.

Contract Manager

- Development, negotiation, execution and management of contracts in accordance with approved policies, procedures and processes;
- Ensuring contracts valued at \$100,000 or more are registered in Council's contract register;
- Day to Day management of assigned contracts in compliance with approved policies, procedures and processes and that all client obligations contained in contracts are fully satisfied; and
- Clearly defining in contracts, the performance standards, review mechanisms and deliverables required from contractors.

This policy does not apply to the following:

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV025**CONTRACT MANAGEMENT POLICY**

- Employment Contracts;
- Non-binding Memoranda of Understanding; or
- Partnering and collaborative contracts with other Local or State Organisations

6. RELATED DOCUMENTS & LEGISLATIONLegislation

- *Local Government Act 1993 (NSW)*
- *Local Government (General) Regulation 2021*
- *Government Information (Public Access) Act 2009 (NSW)*
- *Privacy & Personal Information Protection Act 1998 (NSW)*
- *Health Records & Information Privacy Act 2002 (NSW)*

Council Policies

- GOV001 - Gifts & Benefits Policy
- GOV004 – Internal Reporting Policy
- GOV007 – Privacy Management Policy
- GOV008 – Public Access to Information Held by Council Policy
- GOV009 – Delegations Policy
- GOV011 – Councillor and Staff Interaction
- GOV020 – Code of Conduct Policy
- GOV022 – Legislative Compliance Policy
- GOV023 – Conflicts of Interest Policy

Council Documents

- Legislative Compliance Framework
- Governance Framework
- Gifts and Benefits Register
- Conflict of Interest Register
- Privacy Management Plan
- Secondary Employment Policy (Operational)
- Records & Information Management Policy (Operational)
- Contract Management Framework

7. ATTACHMENTS

Nil.

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV025

CONTRACT MANAGEMENT POLICY

8. DOCUMENT APPROVAL

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

[Click here to enter a date.](#)

General Manager Wentworth Shire Council

Date

DRAFT

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV024**CREDIT CARD POLICY**

POLICY OBJECTIVE

The objective of this policy is to detail standard credit card practices across Council and to highlight the obligations of Council officers with the delegated authority to purchase goods and services of any value or type on behalf of Council by way of corporate credit card.

Credit card usage is a function that is high risk in terms of corruption and therefore it is subject to tight rules and processes.

Successful corporate credit card usage provides great flexibility and potentially increases efficiency of services, expediting lead times and reducing administrative burden.

1. POLICY STATEMENT

The intent of this policy is to outline the requirements, effective controls and procedures regarding the use of credit cards by Wentworth Shire Council staff. Corporate credit cards are a routine aspect of accounts payable management and procurement for local government organisations.

Corporate credit cards allow for the efficient and effective operation of Council business and are not a benefit assigned to specific individuals. The use of corporate credit cards creates savings in staff administration time and are an efficient means of payment, especially for low-value purchases.

Council credit cards are subject to appropriate controls in order to protect organisational funds, maintain the integrity of governance processes and to maintain public confidence in Council operations. All local government organisations are obliged to maintain an effective system of internal controls, in accordance with the *Local Government (General) Regulation 2021* to address the significant risks of fraud and misuse of corporate credit cards.

2. POLICY COVERAGE

This policy applies to the Mayor and Council staff who have delegated authority to expend Council funds.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future.

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery.

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Cardholder	The person to whom the credit card has been allocated to.
Council	The Council of the Wentworth Shire

5. POLICY CONTENT

This policy represents the principles, processes and procedures that will be applied to corporate credit card usage on Council's behalf.

Councillors and members of staff must exercise the highest standards of integrity in a manner able to withstand the closest possible scrutiny.

[Appropriate Use](#)

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV024**CREDIT CARD POLICY**

Council card holders must ensure funds are available within the budget prior to purchasing goods and services and the expenditure is justified.

Credit cards are not to be used for cash advances, ATM transactions, bank cheques, over the counter withdrawals, traveller's cheques or wire of money transfers.

Council credit cards shall not be used for private or personal expenditure.

Council employees will not be entitled to any rewards program or access to rewards that may be offered as part of Council incurring expenditure.

Use of a corporate credit card for business purchases over the internet must be restricted to trusted secure sites.

Cardholders must provide taxation compliant transactional evidence to support all charges. An acceptable receipt for reimbursement of claimable business expenses on the corporate credit card is an original Tax Invoice/Receipt.

Failure to produce an official Tax Invoice will result in the cardholder having to provide a Statutory Declaration as substantiation and proof that a business related purchases has occurred.

Eligibility, Security and Governance

Council staff will only be issued a corporate credit card in circumstances where there is a clear business case to support their use.

Credit cards are to be maintained in a secure manner by the cardholder and guarded against improper use.

The General Manager is to authorise the establishment of all Council corporate credit cards. Applications for credit cards are to include details of the need for the facility and proposed use of the credit card, the approval will be based on position held within Council in conjunction with the applicants financial delegations.

Cardholders will be required to formally acknowledge policy conditions and complete the cardholder agreement form. New card holders will be required to undertake credit card induction training prior to being issued with their card.

Cardholders should be aware that if they do not obtain or are not able to provide a tax invoice for expenditure, the organisation will not be able to recover any GST that may be applicable on that expenditure.

The Finance team will perform regular reviews and compliance checks of all credit cards, including but not limited to: usage patterns, internal controls and risk management relating to credit card usage. If necessary or upon request, a summary of the review will be reported to the General Manager.

Lost, stolen and/or damaged cards are to be reported immediately to the card issuer (financial institution) and to the Director Finance & Policy.

Credit cards are to be returned to Council a minimum of two (2) weeks prior to the cessation of employment, retirement, transfer or promotion (by the cardholder) to another position that does not require the use of a card or if they are instructed to do so by the General Manager. This will include a reconciliation of expenditure incurred on the card.

The use of corporate credit cards is only to be in accordance with this policy, ensuring that procurement guidelines have been followed in accordance with the Procurement Policy and the Procurement Manual and is adherence to financial institution's conditions of use.

Misuse of Card

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV024**CREDIT CARD POLICY**

Cardholders will be considered to have misused the card if they fail to meet their responsibilities as outlined in the credit card cardholder agreement form and outlined in the Procurement Manual.

Misuse of the card may result in:

- The withdrawal of the card; and
- Disciplinary action being taken

The cardholder is also required to bear the cost of any charges incurred by Council arising from any card misuse by the cardholder.

Splitting of an invoice to avoid exceeding financial delegation limits is not permitted and is treated as a misuse of the card.

Credit Cards are issued to Council staff members that are in a position of trust in regards to the use of public funds. Improper use of the credit card facility may render the cardholder liable to disciplinary/legal action, and/or criminal prosecution if deemed appropriate.

If a card is inadvertently used for personal use the cardholder should:

- Identify if the supplier is able to reverse the transaction; or
- Ensure that repayment is made immediately (or as soon as practically possible), with a copy of the receipt for reimbursement forwarded to the Finance team.

Management and Compliance

The Finance team is responsible for the implementation, monitoring and control of credit cards, and is authorised to request any information from cardholders that is relevant to establishing compliance with this policy and associated procedures.

Use of credit cards by staff other than the nominated cardholder

The use of credit cards by staff other than the nominated cardholder will be considered a breach of this policy, unless the staff member has received permission from the cardholder.

Staff are to request a credit card authorisation form from the finance team and fill in the necessary details. The forms must be signed by the staff member's manager and the cardholder prior to completing the transaction.

The signed form must accompany the tax invoice/receipt and be attached to the monthly statement account.

Responsibilities**Cardholders**

It is the responsibility of the cardholder to ensure that:

- The purchase complies with all conditions of this policy and other relevant Council policies;
- The card is used only for allowable transactions;
- The intended purchase is not a stock item in Council's stores;
- By signing the credit card statement they are certifying that the expenses listed have been incurred, that the goods and/or services have been received, that the details have been reconciled and are correct for payment;
- Appropriate paperwork in the form of a tax invoice is retained at the time of purchase and forwarded to the finance area to be attached to the monthly statement; and
- Any discrepancies on the monthly statement are resolved with bank and/or supplier.

Approving Manager

It is the responsibility of the approving manager to ensure that:

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV024**CREDIT CARD POLICY**

- Card usage is monitored to ensure compliance to the budget and relevant policies and procedures;
- Identify any questionable activity and make the necessary enquiries; and
- Approve all transactions in a timely manner.

Finance Team

It is the responsibility of the Finance team to:

- Ensure that Council requirements concerning usage of credit cards is known by cardholders;
- Ensure that cost allocations are made in a manner suitable for reporting purposes;
- Bring to the attention of the General Manager any:
 - Card usage that appears to be beyond the authority of the cardholder; and
 - Any non-conformance with the acquittals of credit card accounts
- Bring to the attention of the General Manager any non-conformances or unusual matters not resolved in a reasonable timeframe.
- Report to the General Manager immediately any reasonable concern that arises in relation to fraud or misappropriation and initiate an investigation; and
- Review the operation of the system from time to time and modify it to meet the needs of Council.

6. RELATED DOCUMENTS & LEGISLATIONLegislation

- *Local Government Act 1993 (NSW)*
- *Local Government (General) Regulation 2021*

Council Policies

- GOV003 – Fraud Control Policy
- GOV004 – Internal Reporting Policy
- GOV005 – Procurement Policy
- GOV009 – Delegation Policy
- GOV020 – Code of Conduct Policy
- GOV022 – Legislative Compliance Policy

Council Documents

- Procurement Manual
- Legislative Compliance Framework
- Governance Framework
- Fraud Control Plan

7. ATTACHMENTS

Nil.

8. DOCUMENT APPROVAL

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV024

CREDIT CARD POLICY

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

Click here to enter a date.

General Manager Wentworth Shire Council

Date

DRAFT

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No:AF003**FINANCIAL ASSISTANCE POLICY**

POLICY OBJECTIVE

The Financial Assistance Policy enables Wentworth Shire Council (Council) to provide for a range of financial assistance to local community groups and organisations providing services or programs to residents within the Wentworth Local Government Area.

1. POLICY STATEMENT

The intent of this policy is to establish clear guidelines for the provision of Council assistance to the community.

Council is accountable to the community for the management and disbursement of its funds, and is compelled to ensure that this is done in a manner that maximises the benefits to the community. Additionally, Council's ability to make financial contributions is set out in sections 356, 377 & 610E of the *Local Government Act 1993* (the Act).

In establishing this policy Council is seeking to:

- demonstrate financial prudence by adopting a strategic approach to the amount allocated to financial assistance;
- to ensure that financial assistance provided to community groups & organisations is fair and equitable and undertaken within a system that fosters public confidence;
- to ensure that Council fulfils its legislative requirements under Sections 356, 377 & 610E of the Act.
- provide an application-based process to enable Council to consider all requests for financial assistance, enabling fair and equitable distribution of funding throughout the community.

2. POLICY COVERAGE

This policy applies to all requests for financial assistance received by Council.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Act	<i>Local Government Act 1993 (NSW)</i>
Council	Council of the Shire of Wentworth.
Financial Assistance	Includes direct financial contributions provided by Council to a group, or organisation.

5. POLICY CONTENT

It is the policy of Council that in accordance with Sections 356 & 377 of the Act, all requests for financial assistance from Council will be dealt with in the following manner:

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No:AF003**FINANCIAL ASSISTANCE POLICY**

- an **Annual Budget Allocation** will be made by Council each year for the provision of financial assistance to the community;
- an **Application Process** will be established to enable Council to fairly and reasonably consider all requests for financial assistance that are made to it; and
- an **Annual list of exemptions** will be approved by Council each year when determining the Annual Fees and Charges, enabling named organisations to be exempt from the application process for specific nominated purposes.

Applications will be accepted from not for profit community groups or organisations operating or providing services within the Wentworth Local Government Area for activities that provide a direct benefit to residents of the Wentworth Local Government Area.

To be eligible for funding an organisation must meet all of the following:

- be a not-for-profit community based group or organisation; or
- be an incorporated body or be auspiced (sponsored) by an incorporated body; and
- offer services or activities within the Wentworth Local Government Area

The general criteria for evaluating requests for financial assistance includes the following items:

- How the request links to the strategies and objectives in Community Strategic Plan;
- How the request provides community benefit beyond a specific interest group;
- Whether the applicant has access to other funding sources or has received funding from other sources;
- Whether the applicant has received financial assistance from Council in previous years; and
- Whether the applicant will be contributing to the initiative and the quantum of this contribution.

Fee Waivers

Section 610E of the Act allows Council to waive payment of, or reduce a fee in a particular case if it is satisfied that the case falls within a category of hardship or any other category that Council has determined that fees and charges be waived or reduced.

A request for a fee waiver or reduction should be made before the fee or charge is incurred, as requesting a refund of the fee or charge at a later date creates an administrative burden.

Any approval given for the reduction or waiver of fees for any organisation will only be applied to a single event. Any future or ongoing events will require further applications to be submitted to Council for consideration.

If an application for a waiver or reduction of fees and charges does not meet the evaluation criteria but is assessed by the General Manager as a case warranting further consideration, a report will be forwarded to Council for determination.

A loss of income will be incurred as a result implementing this part of the policy and needs to be considered when determining any application.

To be eligible for a waiver or reduction of Council's fees and charges, the applicant must be in at least one of the following categories:

- Charitable organisations;
- Not for profit organisations;

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No:AF003**FINANCIAL ASSISTANCE POLICY**

- Community groups;
- School groups; or
- Be able to demonstrate special circumstances as determined by the General Manager or Council's delegated staff

Applicants may be required to provide supporting evidence of financial hardship with their application as Council offers substantially discounted rates for Charitable, Community and Not-for-profit organisations in their adopted fees and charges schedule.

Applications can only be made to waive or reduce fees which are not mandated under legislation and where Council has the legal ability to use discretion.

The following criteria will be used as at minimum to assess any application for a fee waiver or reduction:

- Public or community benefit gained from the request;
- Whether the decision to waive or reduce the fee has the potential to result in an increased demand from certain groups relative to others or resulting in inequitable access to Council facilities or services as a result of subsidising certain users/groups; and
- Ability of the applicant to raise funds;

Unless the adopted fees or charge is considered unreasonable or inappropriate considering the special circumstances or work required, Council will not consider applications to waive fees and charges for:

- Any profit making ventures for commercial entities;
- Any activity, event or program that contravenes Council's existing policies;
- The Bond associated with the use of Council facilities, (only the waiver of fees for an activity, event or function will be considered);
- Any organisation receiving other financial assistance under this policy for the activity, event or program for which the fee waiver is being sought;
- Any organisation that has been already been approved two fee waivers for other purposes within the current calendar year; or
- Any organisation that has an outstanding debt to Council.

Applications that do not exceed \$500 will be determined by the Director Finance & Policy under delegated authority from the General Manager.

Applications over \$500 that do not exceed \$2,000 will be determined by the General Manager as recommended by the Director Finance & Policy.

Any application above \$2,000 will be referred to Council for a resolution.

All fees and charges waived or reduced under delegated authority will be reported to Council on a monthly basis.

Waiver or reduction of fees and charges does not apply to rates and annual charges. Please refer to Council Policy AF012 – Writing Off Rates, Charges and Debt or Council Policy AF013 – Hardship.

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No:AF003**FINANCIAL ASSISTANCE POLICY**

6. RELATED DOCUMENTS & LEGISLATIONLegislation

- *Local Government Act 1993 (NSW)*
- *Local Government (General) Regulation 2021*
- *Government Information (Public Access) Act 2009 (NSW)*
- *Privacy & Personal Information Protection Act 1998 (NSW)*
- *Health Records & Information Privacy Act 2002 (NSW)*
- *State Records Act 1998 (NSW)*

Council Policies

- GOV007 – Privacy Management Policy
- GOV008 – Public Access to Information Held by Council Policy
- GOV009 – Delegations Policy
- GOV022 – Legislative Compliance Policy
- GOV023 – Conflicts of Interest Policy

Council Document

- Legislative Compliance Framework
- Governance Framework
- Conflict of Interest Register
- Privacy Management Plan
- Records & Information Management Policy (Operational)

7. ATTACHMENTS

Nil.

8. DOCUMENT APPROVAL

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

[Click here to enter a date.](#)**General Manager Wentworth Shire Council****Date**

9.6 ENDORSEMENT OF DELIVERY PROGRAM, OPERATIONAL PLAN, DISABILITY INCLUSION PLAN AND RESOURCE STRATEGY FOR PUBLIC EXHIBITION.

File Number: RPT/22/307

Responsible Officer: Simon Rule - Director Finance and Policy
 Responsible Division: Finance and Policy
 Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future
 Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

In accordance with the Local Government Act, Council must review the following Integrated Planning and Reporting Framework that supports the Community Strategic Plan:

- Delivery Program;
- Operational Plan;
- Resource Strategy; and
- Disability Inclusion Plan

The revised Community Strategic Plan was adopted by Council in draft format at the April 2022 Ordinary Council meeting and is currently on public exhibition.

Recommendation

That Council endorses for public exhibition the draft 2022 Resource Strategy, which includes the following documents:

- Long Term Financial Plan
- Asset Management Strategy
- Workforce Management Plan

That Council endorses for public exhibition the draft 2022-2026 Delivery Program, which incorporates the 2022 Operational Plan and budget including:

- 2022-2023 Annual Statement of Revenue
- 2022-2023 Annual Fees & Charges Schedule

That Council endorses for public exhibition the draft 2022-2026 Disability Inclusion Action Plan.

That Council endorses the proposed \$8,000,000 of new borrowings

That Council gives notice of its intention to adopt the following rates and annual charges, which are contained within the draft 2022-2023 Operational Plan:

- To make and levy an Ordinary Rate to comprise of a base rate and an ad valorem rating structure for residential, business and farmland categories of rates;

- To increase the Ordinary Rate by the maximum 0.70% rate pegged amount determined by the Independent Pricing and Regulatory Tribunal of NSW (IPART);
- To increase waste water access charges by 2.50%;
- To increase raw and filtered water access charges by 2.50%;
- To increase domestic waste charges by 2.50%;
- To increase water consumption charges by 2.50%
- To levy the fees and charges established in Part B of the Annual Statement of Revenue; and
- To charge the maximum interest of 6% on overdue rates and charges as determined by the Minister for Local Government.

Detailed Report

Purpose

The purpose of this report is to seek Council's endorsement, for public exhibition a number of draft integrated planning and reporting documentation.

Background

The Integrated Planning and Reporting framework requires Council by 30 June following an ordinary election of Councillors to review the following documents:

- Community Strategic Plan;
- Delivery Program;
- Operational Plan;
- Resource Strategy; and
- Disability Inclusion Plan

The revised Community Strategic Plan was adopted by Council in draft format at the April 2022 Ordinary Council meeting and is currently on public exhibition.

Matters under consideration

Delivery Program incorporating the Operational Plan

The Delivery Program is a statement of Council's commitment to the community and is the single point of reference for all principal activities undertaken by the elected Council during its term of office.

The Operational Plan is Council's action plan for achieving the community priorities outlined in the Community Strategic Plan and Delivery Program. The Operational Plan is prepared each year and identifies the projects, program and activities that Council will conduct to achieve the commitments outlined in the Delivery Program.

Resource Strategy

The Resourcing Strategy outlines Council's resourcing commitment over the next 10 years to implementing the objectives and strategies of the Community Strategic Plan. The Strategy is vital to ensure that Council and the community understand the major requirements in delivering all of Council's services and maintaining its assets. The Strategy consists of 3 key components:

- Long Term Financial Plan
- Asset Management Strategy

- Workforce Management Plan.

Disability Inclusion Action Plan

The Disability Inclusion Action Plan outlines Council's commitment to the requirements of the *Disability Inclusion Act (NSW) 2014*. The Plan explains the actions that Council will take improve the lives of people with disability in our community. It has been designed to change perceptions about people with disability and to create a more inclusive community for everyone.

The draft documents are required to be placed on public exhibition for a period of 28 days. The final version of all documents, together with any feedback received, will be presented to Council on 29 June 2022 for final endorsement.

Legal, strategic, financial or policy implications

The Integrated Planning and Reporting framework requires Council by 30 June following an ordinary election of Councillors to review the following documents:

- Delivery Program;
- Operational Plan;
- Resource Strategy; and
- Disability Inclusion Plan

Conclusion

The preparation of the supporting Integrated Planning and Reporting documentation has been undertaken in accordance of the Local Government Act. Council is being asked to endorse the draft documents for public exhibition.

The version of all documents, together with any feedback received, will be presented to Council on 29 June 2022 for final endorsement.

Attachments

1. Delivery Program and Operational Plan [↓](#)
2. Disability Inclusion Action Plan. [↓](#)
3. Resource Strategy [↓](#)



DELIVERY PROGRAM 2022-2026

**WENTWORTH
SHIRE COUNCIL**
WORTH THE DRIVE



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**Wentworth Shire Council would like to
acknowledge the Traditional Custodians
of the Land and pay its respects to Elders
past, present and emerging.**

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DELIVERY PROGRAM 2022-2026

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MAYOR'S FOREWORD



On behalf of Councillors and staff I am pleased to present our Delivery Program and Operational Plan for the period 2022/23 to 2025/26.

The Program and Plan outline our vision and priorities for the future aligned to the four strategies identified in the Community Strategic Plan.

It demonstrates Council's responsibility towards achieving the community's vision. Each CSP strategy has a number of principal objectives and actions assigned to them in the Delivery Program.

It enables the community to see exactly how Council spends its funds and the kinds of services and activities that they can expect to

be provided in the coming years. It provides a clear framework around Council's performance and enables us to be open and accountable to the public.

As we emerge on the other side of the corona virus pandemic, Council's aim is to focus on what matters most – our community. Council continues to work hard to deliver the services you need and advocate for the best outcomes for the Wentworth Shire.

Council is committed to creating opportunities for inclusion where all people feel welcome, valued and safe and can participate in all aspects of community life.

Many of the services we provide such as water, waste collection, parks, roads, footpaths and drainage are all critical components of our day to day life.

This means it is essential that we provide the services that our community needs in the most efficient way possible.

Wentworth Shire Council is experiencing rapid growth and it is Council's responsibility to ensure the services and infrastructure needed by our community are available and continue to evolve as we continue planning for our future.

During this version of the Program and Plan Council is planning on undertaking the following exciting projects:

- Civic Centre Redevelopment
- Pooncarie – Menindee Road Upgrade
- Willow Bend Caravan Park Redevelopment
- Buronga Landfill expansion
- Road Upgrades
- Water, Sewerage and Stormwater upgrades

Many of these projects will be completed by Council partnering with both the Federal and



State governments and will we continue to work cooperatively with all levels of government, local business and our community as so much more can be accomplished when we work together.

This will be the first Delivery Program and Operational Plan for this term of Council, following the recent local government elections in December 2021 and provides a good overview of our priorities for the next four years.

As an organisation, we continue to be in a strong financial position to deliver the actions outlined in this document and meet our ongoing commitment to the community.

This document is the product of teamwork by Councillors, staff and valuable community input.

It is a vital document that keeps the community informed of Council's direction.

Throughout the duration of the Delivery Program, Council will continue to report and update the community on the progress of these objectives and actions through our quarterly progress reports and the annual report.

The Delivery Program is intended to be a living document, designed to be responsive from year to year, and to provide a guide to the overarching program of work being undertaken by Council.

Tim Elstone
Mayor

TO BE UPDATED

SHIRE PROFILE



Data based on the 2016 Census data

WENTWORTH SHIRE at a glance



*Data collected from Remplan and ABS



COUNCILLORS

Wentworth Shire is represented by nine Councillors who are elected every four years.

The Councillors elect the Mayor every two years.

As the community's representative the role of a Councillor is to:

- Be an active and contributing member of the governing body;
- Make considered and well-informed decisions as a member of the governing body;
- Participate in the development of the Integrated Planning & Reporting Framework;
- Represent the collective interests of residents, ratepayers and the local community;
- Facilitate communication between the local community and the governing body;
- Uphold and represent accurately the policies and decisions of the governing body;
- Make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor.



Cr Tim Elstone - Mayor

Cr Daniel Lin

Cr Greg Evans



Cr Susan Nichols

Cr Susan Nichols

Cr Jo Rodda

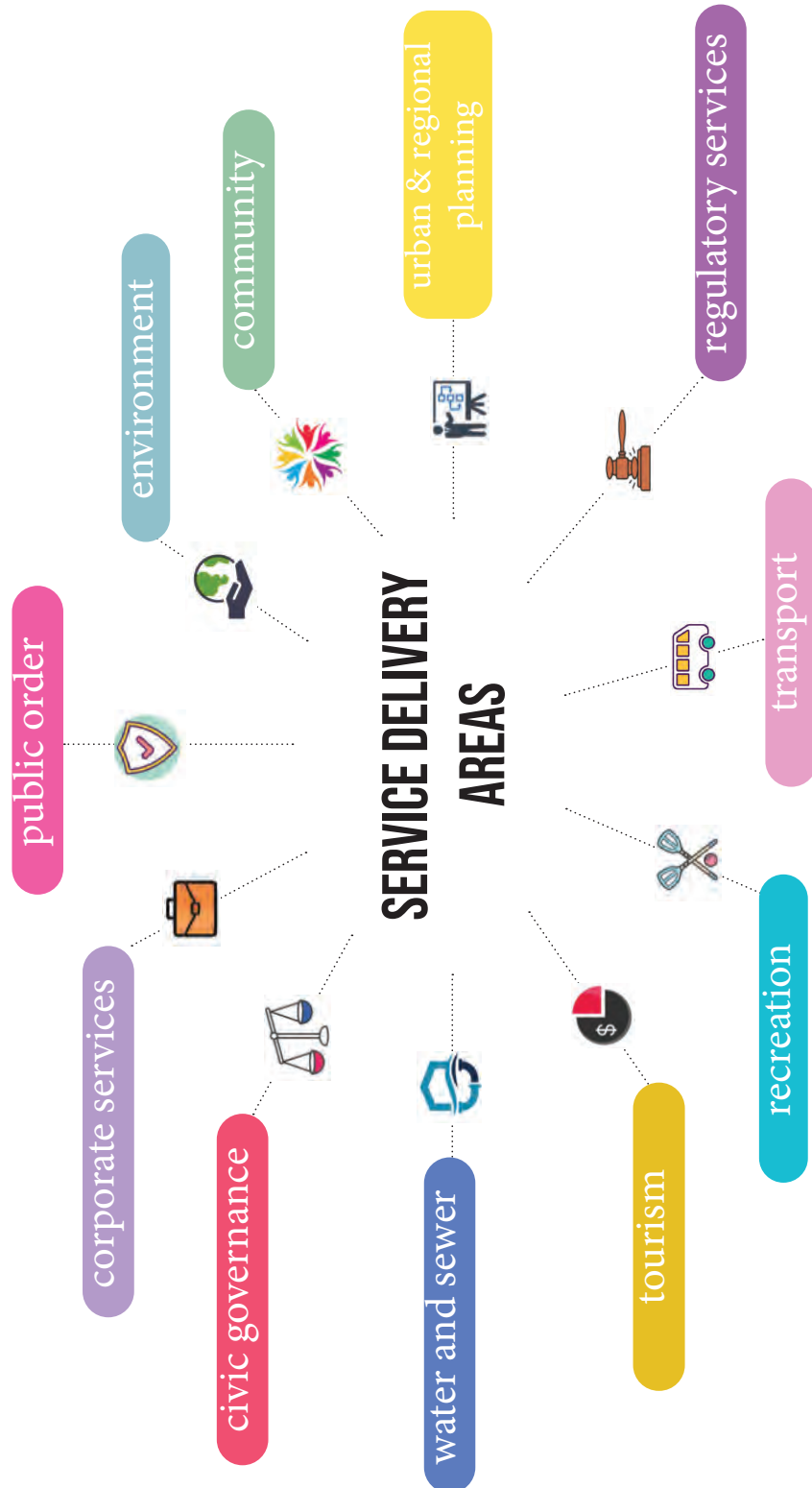
Cr Brian Beaumont

Cr Peter Crisp

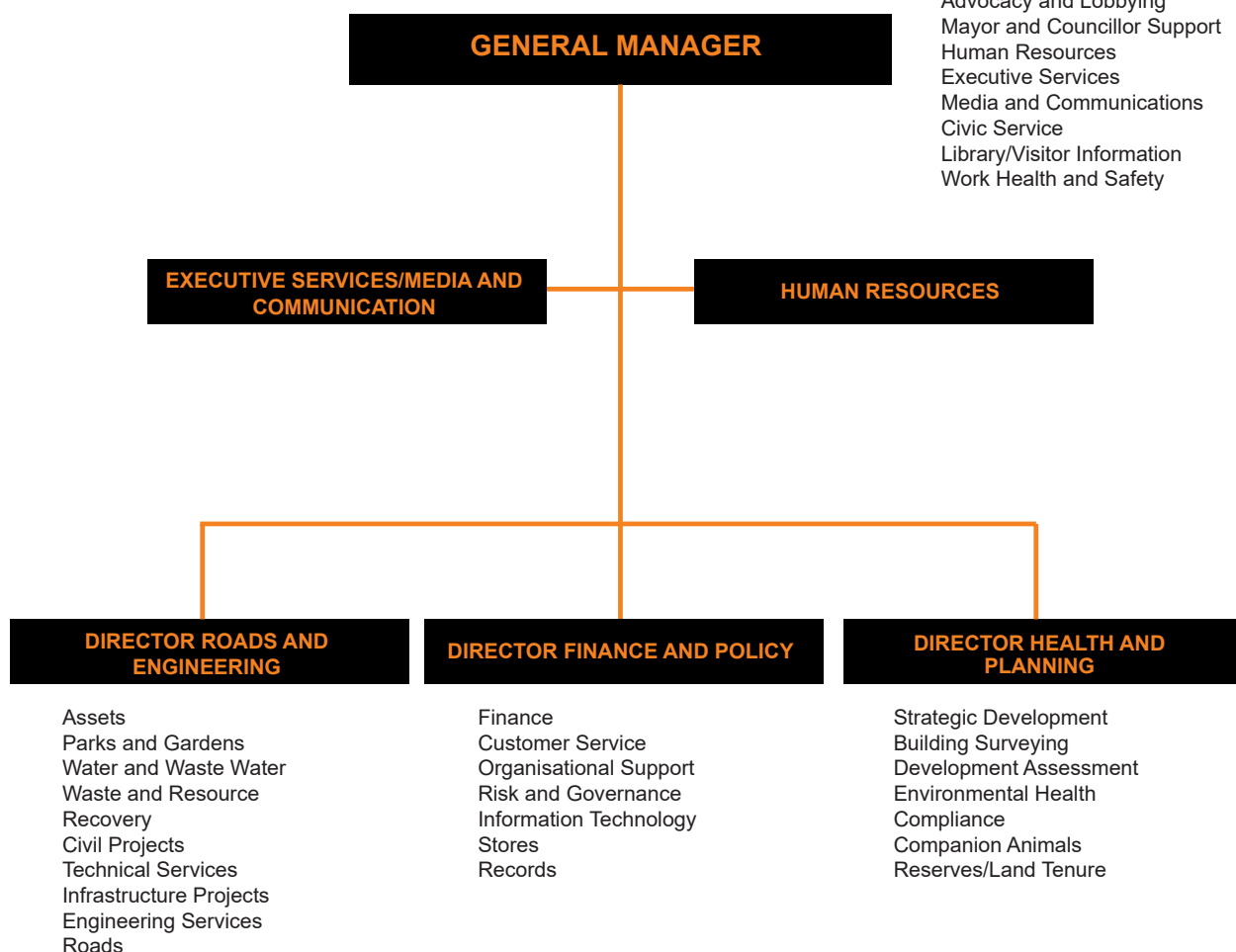
Cr Steve Cooper

SERVICES COUNCIL PROVIDES

In order to deliver on its responsibilities in the Community Strategic Plan, the many separate activities that Council provides for residents, ratepayers, workers and visitors are broken into the following key services:



ORGANISATION OVERVIEW



Executive team



Ken Ross
General Manager

Commenced as General Manager 20 May 2019 (started at Wentworth Shire Council in 2002), 36 years' experience in Management, Health and Planning and Building Surveying.

Holds Associated Diploma in Applied Science and Diploma Environmental Health and Building.



Geoff Gunn
Director Roads and Engineering

Commenced as Director Roads and Engineering 26 August 2019 (started at Wentworth Shire Council in 2016), 31 years' experience in Engineering and Management of municipal operation areas.

Holds a Bachelor Degree in Civil Engineering.



Simon Rule
Director Finance and Policy

Commenced as Director Finance and Policy 26 March 2014 (started at Wentworth Shire Council in 2008), 21 years' experience in financial management in public operations.

Holds a Bachelor Degree in Arts (Information Management) and Masters of Professional Accounting.



Matthew Carlin
Director Health and Planning

Commenced as Director Health and Planning 28 January 2020, 8 years' experience in leading and managing teams in Planning, Environmental and Regulatory Services.

Holds a Bachelor Degree in Applied Science, Bachelor of Laws and Masters of Environmental and Business Management.

COUNCIL'S VISION

‘Wentworth Shire will work together to create a thriving, attractive and welcoming community.’

COMMUNITY STRATEGIES

Quadruple Bottom Line

The quadruple bottom line underpins the Community Strategic Plan, helping to categorise the priorities that have been identified by the community. Our strategies link directly to the quadruple bottom line, which are as follows:

	A VIBRANT, GROWING AND THRIVING REGION	Economic
	A GREAT PLACE TO LIVE	Social
	A COMMUNITY THAT WORKS TO ENHANCE AND PROTECT ITS PHYSICAL AND NATURAL ENVIRONMENT	Environmental
	IS SUPPORTED BY STRONG AND ETHICAL CIVIC LEADERSHIP WITH ALL ACTIVITIES CONDUCTED IN AN OPEN, TRANSPARENT AND INCLUSIVE MANNER	Civic Leadership



COUNCIL'S GUIDING PRINCIPLES

The aim of the Integrated Planning and Reporting Framework is to improve the way the Council's planning meets community's needs.

The Framework recognises that most communities share similar aspirations; however, each Local Government Area has a uniqueness to their geographical location, demographics and culture.

The implementation of the framework is conducted differently by all councils across NSW.

The Local Government Act requires Council to carry out its functions in a way to support local communities to be strong, healthy and prosperous.

The following general principles apply to the core functions of Council to:

- Provide strong effective representation, leadership, planning and decision-making;
- Carry out functions that provide the best possible value for residents and ratepayers;
- Plan strategically, using the Integrated Planning and Reporting (IP&R) Framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community;
- Apply the IP&R Framework in carrying out functions to achieve desired outcomes and continuous improvements;
- Work co-operatively with other councils and the State government to achieve desired outcomes for the local community;
- Manage lands and other assets so that current and future local community needs can be met in an affordable way;
- Work with others to secure appropriate service for local community needs;
- Act fairly, ethically and without bias in the interest of the local community; and
- Be responsible employers and provide a consultative and supportive working environment for staff.

The following principles apply to decision-making. Council will:

- Recognise diverse local community needs and interests;
- Consider social justice principles;
- Consider the long-term and cumulative effects of actions on future generations;
- Consider the principles of ecologically sustainable development;
- Be transparent and accountable for decisions; and
- Promote community participation by actively engaging with the local community.

The following principles of sound financial management apply to Council:

- Spend in a responsible and sustainable manner, aligning general revenue and expenses.
- Invest in responsible and sustainable infrastructure for the benefit of the local community.
- Have effective financial and asset management, including sound policies and processes for the following:
 - Performance management and reporting;
 - Asset maintenance and enhancement;
 - Funding decisions; and
 - Risk management practices.
- Have regard to achieving intergenerational equity, including ensuring policy decisions are made after considering their financial effects on future generation and that the current generation funds the cost of its services.

Council continuously advocates on behalf of our community and has on-going conversations with State and Federal Governments, as well as the private sector, to ensure we protect, enhance and improve:

- The services and facilities that our community require today and into the future;
- Our natural environment; and
- The promotion of business opportunities that can generate local jobs.



The Delivery Program is a statement of how Council aims to achieve the outcomes developed by the community, by implementing relevant actions, ensuring adequate resources, monitoring progress, advocating on behalf of the community, building partnerships and

ensuring accountability in everything Council does.

The 2022-26 Delivery Program has 20 desired objectives as identified in the Community Strategic Plan. They are listed below.

2022-2026 DELIVERY PROGRAM - OBJECTIVES

Promote the Shire as an ideal location for investment and the establishment of innovative, sustainable and diversified industries.

Promote the Wentworth Region as a desirable visitor and tourism destination.

High quality connectivity across the region.

Encourage lifelong learning opportunities.

Encourage and support initiatives that improve local employment opportunities.

Continue to create opportunities for inclusion where all people feel welcome and participate in community life.

Work together to solve a range of social and health issues that impact community wellbeing and vulnerable people.

To have a safe community.

A well informed, supported and engaged community.

To have a strong sense of place.

Ensure our planning decisions and controls enable the community to benefit from development.

An effective and efficient organisation.

Ensure that community assets and public infrastructure are well maintained.

Minimise the impact on the natural environment.

Use and manage our resources wisely.

Provide strong leadership and work in partnership to strategically plan for the future.

Infrastructure meets the needs of our growing Shire.

Consistently engage and consult the whole community to ensure feedback is captured and considered as part of decision-making and advocating processes.

A strong, responsible and representative government.

Adopt practices of prudent asset, financial and human resource management across Council to ensure long-term sustainability and efficiency.

The four-year Delivery Program is reviewed annually to determine which objectives set out in the Community Strategic Plan can be achieved within Council's available resources, and an Operational Plan of actions for the coming financial year is created.

As part of the ongoing monitoring and review of the Delivery Program, Council considers key external issues and influences that may

affect what is required to be delivered for the community over the next four years.

The issues and influences identified and any others that arise over the next four years will be required to be monitored and any impacts from there will be included in future Operational Plans.

This ensures Council's long-term planning is



consistent with current and future needs of the community.

The Operational Plan 2022-2023 is the first year of the Delivery Program 2022-2026. It outlines the actions that will be undertaken for each objective and determines who has primary responsibility for each action.

Throughout the duration of our four-year Delivery Program, we will continue to report and update the community on the progress of these initiatives and more, through our quarterly progress reports and the annual report.

Our Capital Works investment will continue to be significant with more than \$35 million to be spent on building, renewing and maintaining our assets.

As an organisation we continue to be in a strong financial position to deliver the programs outlined in this plan and meet our ongoing commitment to our community.

Council continues to work hard to ensure that all of its services and infrastructure will contribute to achieving the aspirations and priorities of the community and, in doing so, this will contribute to the health and wellbeing of our community.

We do this in collaboration with you and our major partners and stakeholders.

As well as Council's objectives and actions, this document contains a thorough breakdown of Council's operational and capital works budget, aligning to the Long-Term Financial Plan.

Sustainability and resilience are key themes underpinning Council's direction and have also been embedded in Council's planning and budgeting process.

This plan is another step towards a more effective, efficient and inclusive organisation that is committed to listening to key stakeholders, planning effectively and making the best decisions for the future of our Shire.

“The Delivery Program is a statement of Council’s commitment to the community and is the single point of reference for all principal activities undertaken by the elected council during its term of office”

Community engagement is how we reach out and encourage our community to talk with us about the plans, projects and policies we develop on their behalf.

Community engagement helps us make decisions, it builds relationships and trust; builds a sense of belonging; and keeps the community informed.

The feedback we receive from the community is considered along with legislation, policies, technical assessment, financial, environmental and social impacts.

We are committed to providing opportunities for everyone in our community to help us make informed decisions.

We look forward to finding new ways to connect and work with you.

Council is mindful that the Community Strategic Plan is the community's document and not a Council document, with the Wentworth Shire community being the most important external stakeholder to be considered by Council in its planning for the future.

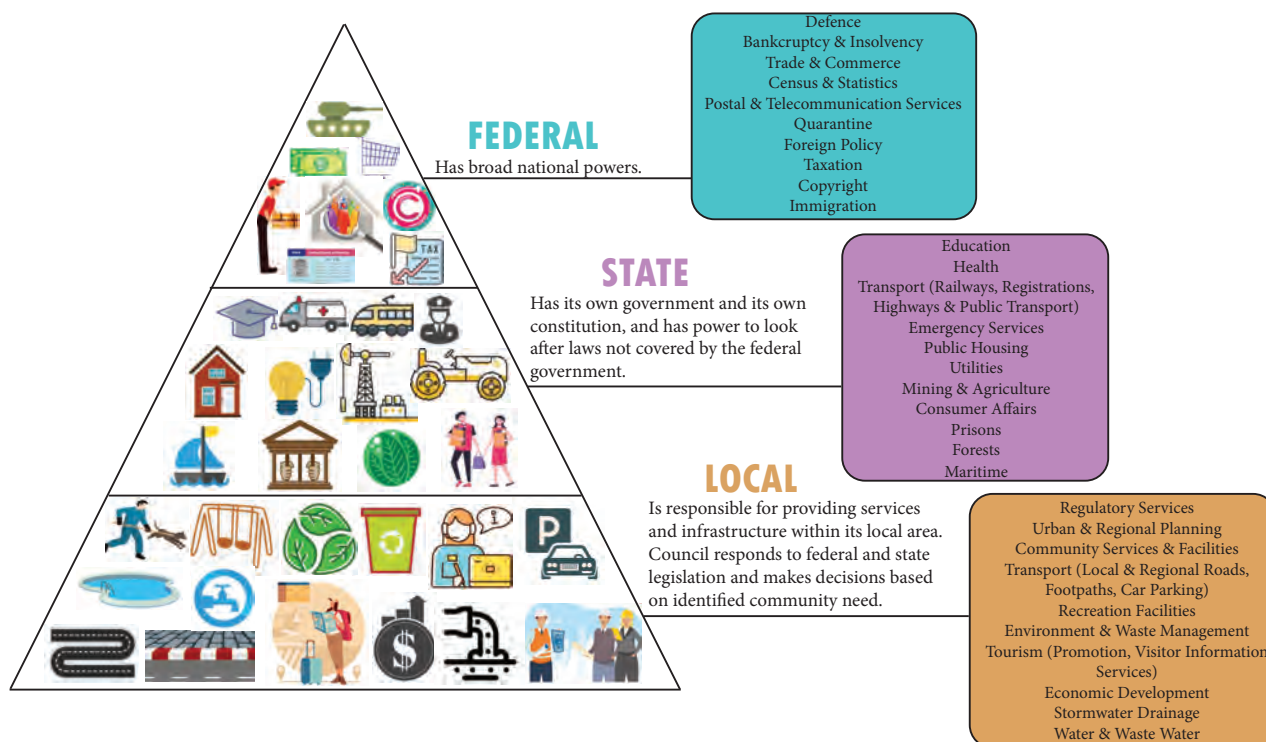
THREE LEVELS OF GOVERNMENT

Australia has three levels of government that work together to provide residents with the services that they need.

Each level of government is responsible for providing services and each level collect money through taxes, rates or charges to pay for those services.

Each level may be fully responsible for providing certain services, but often two or three levels of government share responsibility.

The three levels of government are demonstrated in the infographic below.



HOW TO READ THIS PLAN

This diagram explains the key headings and terminology used in the following pages of this Plan.

Our Economy

Strategy 1 – Wentworth Shire is a vibrant, growing and thriving Region.

Community Outcome

We are a growing region with an expanding sense of opportunity, and we want to capitalise on those possibilities for the benefit of all.

Economic opportunities and partnerships facilitate growth of our local and regional economy, attracting investment to the region and fostering local business and employment.

YOU TOLD US WHAT YOU WANTED



Strategies

These are the community's long-term priorities and aspirations for the Shire. They contribute to achieving the Shire's vision. Council has a custodial role in working towards realising these outcomes; however, is not wholly responsible for achieving them. Other partners, such as state agencies and community groups have an important role to play in achieving these strategies.

Actions

These are how we plan to achieve each objective. The Delivery Program & Operational Plan outline how the actions can be achieved.

Specific Actions

Actions that Council will undertake in a specific year(s) over the four (4) years of the Delivery Program. These are reviewed and updated annually.

Objectives & Actions

1.1– Promote the Shire as an ideal location for investment and the establishment of innovative, sustainable and diversified industries.

Annual Actions

- Advocate for the local businesses on issues which further business and career opportunities for all.
- Support economic growth and expansion across the Shire through improvement of local infrastructure and the identification of land for commercial and/or industrial use.

Specific Actions

- Progress Actions from the Sustainable Wentworth Strategy.
- Progress Actions from the Local Strategic Planning Statement 2020.
- Progress Actions from the Buronga/Gol Gol Structure Plan.
- Progress Actions from the Dareton Revitalised Strategy.

1.2– Promote the Wentworth Region as a desirable visitor and tourism destination.

Annual Actions

- Provide Visitor Information Centre Services.
- PS Ruby Operations.
- Contribute to the promotion of tourism in the Wentworth Region through the management of Willowbend Caravan Park.
- Continue to engage with and support the activities of Murray Regional Tourism, Destination NSW Riverina-Murray and Mildura Regional Development.

Specific Actions

- Develop promotional material to market the Shire as a conference and events destination.
- Develop a Destination Management Plan/Tourism Strategy.
- Willowbend Caravan Park Redevelopment.
- Promote investment in a variety of accommodation options.
- Finalise development of a Shire Events Manual.

1.3 – High quality connectivity across the region.

Annual Actions

- Advocate for the ongoing provision of quality transport and freight links.

Specific Actions

- Advocate for improved region-wide internet and mobile phone connectivity.

Objectives

Provides specific focus points to achieve the community strategies.

Annual Actions

Actions that Council will undertake across each year of the Delivery Program that contribute to achieving the long-term objectives.

OUR ECONOMY



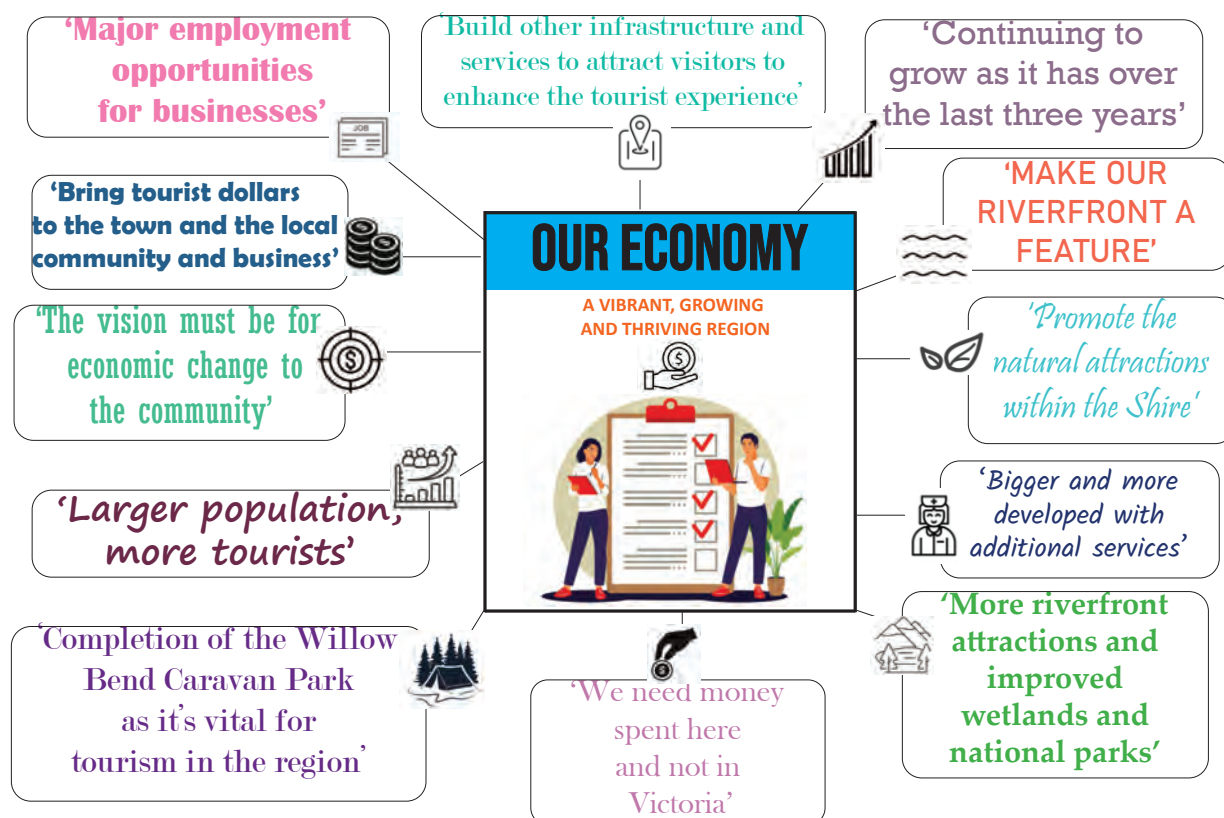
A VIBRANT, GROWING AND THRIVING REGION

Community Outcome

We are a growing region with an expanding sense of opportunity, and we want to capitalise on those possibilities for the benefit of all.

Economic opportunities and partnerships facilitate growth of our local and regional economy, attracting investment to the region and fostering local business and employment.

YOU TOLD US WHAT YOU WANTED



Objectives & Actions
1.1– Promote the Shire as an ideal location for investment and the establishment of innovative, sustainable and diversified industries.
Annual Actions
Advocate for the local businesses on issues which further business and career opportunities for all.
Support economic growth and expansion across the Shire through improvement of local infrastructure and the identification of land for commercial and/or industrial use.
Specific Actions
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Develop a Destination Management Plan/Tourism Strategy.
Willowbend Caravan Park Redevelopment.
Promote investment in a variety of accommodation options.
Finalise development of a Shire Events Manual.
1.3 – High quality connectivity across the region.
Annual Actions
Advocate for the ongoing provision of quality transport and freight links.
Specific Actions
Advocate for improved region-wide internet and mobile phone connectivity.
1.4 – Encourage lifelong learning opportunities.
Annual Actions
Undertake a program of activities and services that facilitate learning opportunities at Council's library services.
Advocate for the development and provision of local education, training and lifelong learning opportunities.
Specific Actions
Advocate for improved school services across the Wentworth Shire.
1.5 – Encourage and support initiatives that improve local employment opportunities.
Annual Actions
Promote Wentworth Council as an employer of choice including offering apprenticeships and traineeships.
Identify opportunities to promote Wentworth Council as an employer of choice for people with disability and from culturally diverse backgrounds.
Specific Actions
Promote the benefits of supporting Social enterprises and business to grow local employment opportunities.
Encourage businesses to employ people of all abilities and different backgrounds.

Council Services that will contribute to this Strategy

- Urban & Regional Planning
- Tourism & Economic Development
- Community
- Civic Governance
- Corporate Services

OUR COMMUNITY



A GREAT PLACE TO LIVE

Social

Community Outcome

We are committed to strengthening our diverse population by creating new opportunities for connection, creativity and inclusion by encouraging initiatives that strengthen our collective sense of self.

Social connectedness is a very strong indicator of perceived quality of life and happiness in a community. Council, hopes through the Delivery Program, to contribute to community connectedness in the Shire.

This will be reflected in the pride that residents have in telling people where they live, their good relationships with the neighbours, their participation in community life, how safe they feel, how much they volunteer, and of their sense of history and identity.

YOU TOLD US WHAT YOU WANTED



Objectivities & Actions	
2.1 – Continue to create opportunities for inclusion where all people feel welcome and participate in community life.	
Annual Actions	
	Acknowledge and celebrate Seniors Week and International Day of People with Disabilities.
	Support and empower the community to deliver community initiatives that improve the lives of residents and visitors to the region.
	Actively engage with and include the perspectives and knowledge of the local indigenous community.
	Promote a welcoming and inclusive community that strengthens positive attitudes and behaviours towards people of all abilities.
Specific Actions	
	Explore opportunities to promote and celebrate Culturally and Linguistically Diverse events and celebrations.
2.2 – Work together to solve a range of social and health issues that impact community wellbeing and vulnerable people.	
Annual Actions	
	Implement recommendations of the Pedestrian Access Mobility Plan.
	Undertake a program of activities and services that facilitate opportunities for vulnerable members of the community at Council's library services.
	Continue to collaborate with Government Agencies and other organisations to support the provision of health services across the Region.
	Advocate for the provision of social services that meet the needs of all our community including families, children, youth, people with disability and the aged.
	Promote and foster an accessible community that encourages access by people of all abilities.
	Works with external agencies to promote the benefits of an active lifestyle.
Specific Actions	
	Review and update the Pedestrian Access Mobility Plan.
	Review Council facilities to ensure they are accessible to people with disability, including accessible pathways leading to accessible facilities.
	Advocate for the construction of a PCYC facility in Dareton
	Support Dareton Men in a Shed relocation project.
2.3 – To have a safe community.	
Annual Actions	
	Provide Public Health Function.
	Companion Animals & Buronga Pound Operations.
	Provide Building Compliance Function.
	In partnership with the RFS undertake hazard reduction works.
	Continue to engage with the Local Area Command on key community safety issues.
	Facilitate the Local Emergency Management Committee to ensure a co-ordinated approach by all agencies having responsibilities and functions in emergencies.
	In partnership with Transport for NSW continue to promote and encourage safe driving behaviours.
Specific Actions	
	Identify and resolve where possible road and pedestrian safety issues
	Pursue funding opportunities for construction of an off-leash area in Wentworth

2.4 – A well informed, supported and engaged community.
Annual Actions
Consistently communicate the role of Council to the community.
Provide regular updates of Council's achievements, strategic objectives and actions.
Communicate funding opportunities available for the community.
Specific Actions
Continue to facilitate Council Connects and Quarterly newsletter.
2.5 – To have a strong sense of place.
Annual Actions
Maintain and update the amenity of the Shire to meet community expectations for clean and well-presented public spaces and townships.
Specific Actions
Engage with the community in the design and provision of public art within open space areas.
Undertake specific public spaces capital works projects.

Council Services that will contribute to this Strategy

- Public Order
- Recreation
- Community
- Regulatory
- Corporate Services
- Civic Governance



OUR ENVIRONMENT



A COMMUNITY THAT WORKS TO ENHANCE AND PROTECT ITS PHYSICAL AND NATURAL ENVIRONMENT

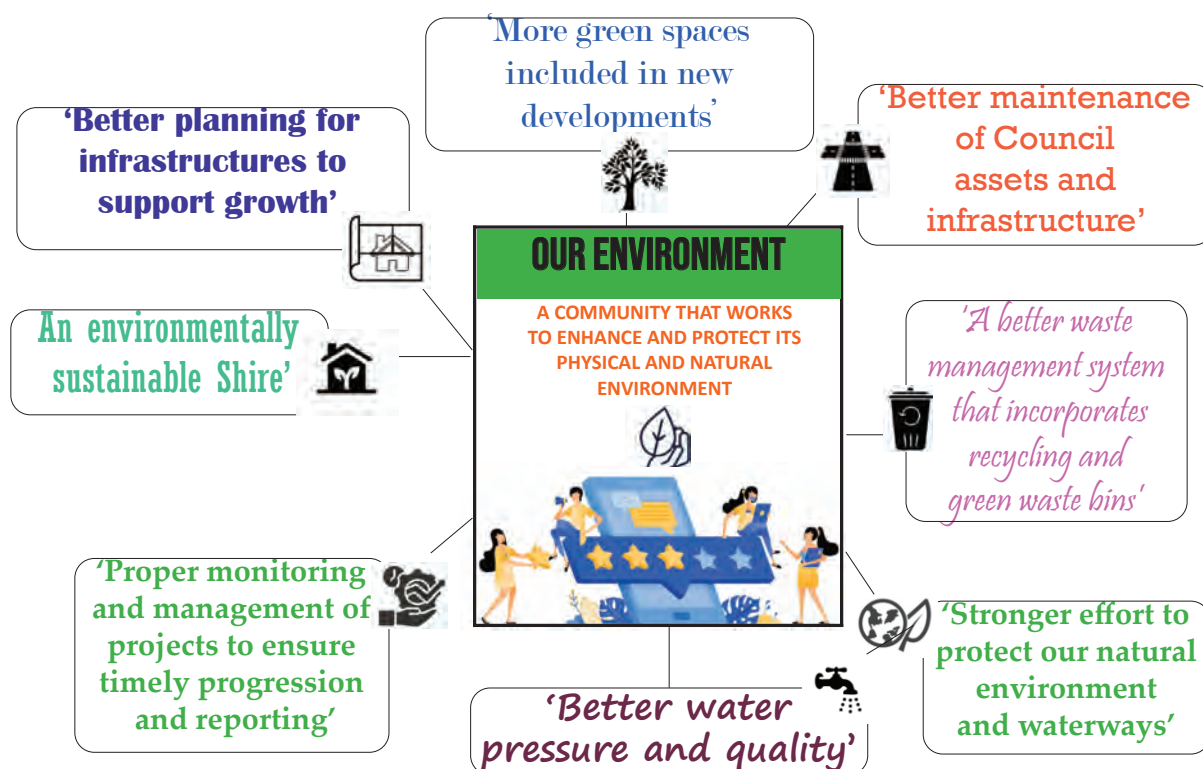
Environmental

Community Outcome

Creating liveable communities means striking a balance between activities that support infrastructure development and other that enhance our quality of life.

As custodians of this land for future generations, we have an obligation to treat the natural environment with care and to minimise human impact on the surrounding environment to ensure a sustainable and healthy community.

YOU TOLD US WHAT YOU WANTED



Objectives & Actions
3.1 – Ensure our planning decisions and controls enable the community to benefit from development.
Annual Actions
Ensure that all Development Applications and planning proposals mitigate the impact of development on the natural environment.
Specific Actions
Review and update the Local Environmental Plan, Development Control Plan, and Developer Contribution Plans.
Progress Actions from the Sustainable Wentworth Strategy.
Progress Actions from the Buronga/Gol Gol Structure Plan
Progress Actions from the Dareton Revitalised Strategy.
Continue to progress Rural Residential Study
3.2 – Ensure that community assets and public infrastructure are well maintained.
Annual Actions
Land Tenure Program.
Maintain transport network including Roads, Bridges and Footpaths.
Maintain community facilities including halls, ovals, pools and other sporting facilities.
Specific Actions
Prioritise and implement recommendations of Asset Management Plans.
Continue to liaise with Crown Land to finalise Plans of Management for Community Land
3.3 – Minimise the impact on the natural environment.
Annual Actions
Undertake actions identified in the Western Weeds Action Plan.
Monitor and investigate Illegal Dumping Activities as required.
Support the activities of the Murray Darling Association.
Advocate for the sustainable management of the Darling-Barka River and the Menindee Lakes.
Specific Actions
Identify opportunities to collaborate with other stakeholders on projects that protect the environment.
3.4 – Use and manage our resources wisely.
Annual Actions
Provide best practice water, waste water and stormwater management infrastructure.
Collaborate with partners and the community to support innovative approaches to waste minimisation and increased reuse and recycling opportunities.
Encourage businesses and the community to be socially and environmentally responsible.
Specific Actions
Identify strategic partnerships in order to introduce cost-effective recycling and green waste collection services.
Review public place waste bins and revise service levels as required.
Undertake a review of energy efficiency and the use of renewable resources across Council facilities and assets.
Prioritise and implement recommendations of the Integrated Water Cycle Management Plan.
3.5 – Infrastructure meets the needs of our growing Shire
Annual Actions
Continue to explore funding opportunities for the delivery of key projects
Continue to lobby all levels of government to support the provision of essential infrastructure for the Region.
Plan for appropriate infrastructure and services that support current and future needs.
Specific Actions
Finalise Civic Centre Redevelopment
Progress actions from the Buronga/Gol Gol Structure Plan.
Undertake a review of current and future sporting needs within the Shire.

Council Services that will contribute to this Strategy

- Water & Sewer
- Environment
- Public Order
- Urban & Regional Planning
- Transport
- Civic Governance
- Corporate Services
- Recreation
- Tourism/Economic Development



OUR LEADERSHIP



IS SUPPORTED BY STRONG AND ETHICAL CIVIC LEADERSHIP WITH ALL ACTIVITIES CONDUCTED IN AN OPEN, TRANSPARENT AND INCLUSIVE MANNER

Civic Leadership

Community Outcome

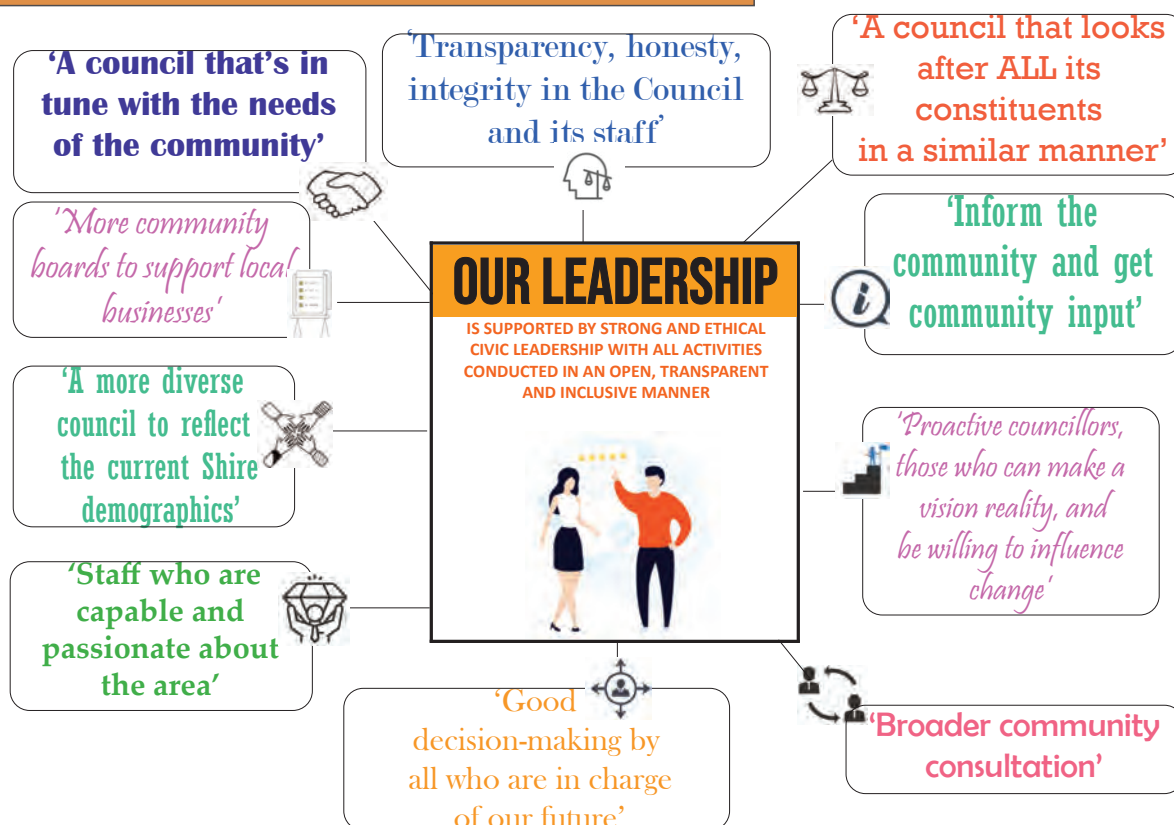
We are a responsible Council, committed to building strong relationships.

We value transparent and meaningful communication and use community feedback to drive strategic decision-making.

In order to operate a large organisation with a diverse range of services, a large portfolio of assets and a multitude of statutory requirements, Council must have a robust and well-managed governance framework and administration functions.

Council is committed to creating a well-managed and operated organisation that is equipped with the resources required to deliver effective services.

YOU TOLD US WHAT YOU WANTED



Objectives & Actions	
4.1 – Consistently engage and consult the whole community to ensure that feedback is captured and considered as part of decision-making and advocating processes.	
Annual Actions	
	Undertake community engagement activities and provide opportunities for participation in decision making where appropriate, in-line with Council's adopted Community Engagement Strategy.
Specific Actions	
	Undertake audit of Council's websites to ensure compliance with Website Accessibility Guidelines.
	Implement actions outlined in the Disability Inclusion Action Plan.
4.2 – A strong, responsible and representative government.	
Annual Actions	
	Ensure that Council is accountable to the community, meets legislative requirements and supports the Councillors to undertake their civic responsibilities.
Specific Actions	
	Support Councillors to undertake ongoing professional development.
4.3 – An effective and efficient organisation.	
Annual Actions	
	Review services on a regular basis to ensure they are providing value for money and are relevant in meeting the changing needs of the community.
	Staff are supported to deliver high quality services to the community.
	Ensure the organisation is well led and managed through the implementation of Good Governance, Risk Management and Compliance Frameworks.
Specific Actions	
	Undertake regular surveys to assess community satisfaction with Council service delivery.
	Review Information Technology Strategic Plan and implement actions accordingly.
4.4 – Provide strong leadership and work in partnership to strategically plan for the future.	
Annual Actions	
	Continue to support the work of the Wentworth Interagency Group
	Foster strong partnerships with all levels of government, peak bodies, agencies and the community.
	Annual Financial Assistance Program.
Specific Actions	
	Undertake a review of the Annual Financial Assistance Program.
4.5 – Adopt practices of prudent asset, financial and human resource management across Council to ensure long-term sustainability and efficiency.	
Annual Actions	
	Maintain a strong financial position that supports the delivery of services and strategies and ensures long term financial sustainability.
	Provide accurate and timely financial reports, monthly, quarterly and annually.
	Be the best employer that we can be by attracting, developing and retaining skilled staff to ensure a capable and effective workforce.
	Implement actions outlined in the Workforce Management Plan.
	Implement sound asset management practices to ensure adequate provision is made for the maintenance and long-term replacement of Council's infrastructure assets.
Specific Actions	
N/A	

Council Services that will contribute to this Strategy

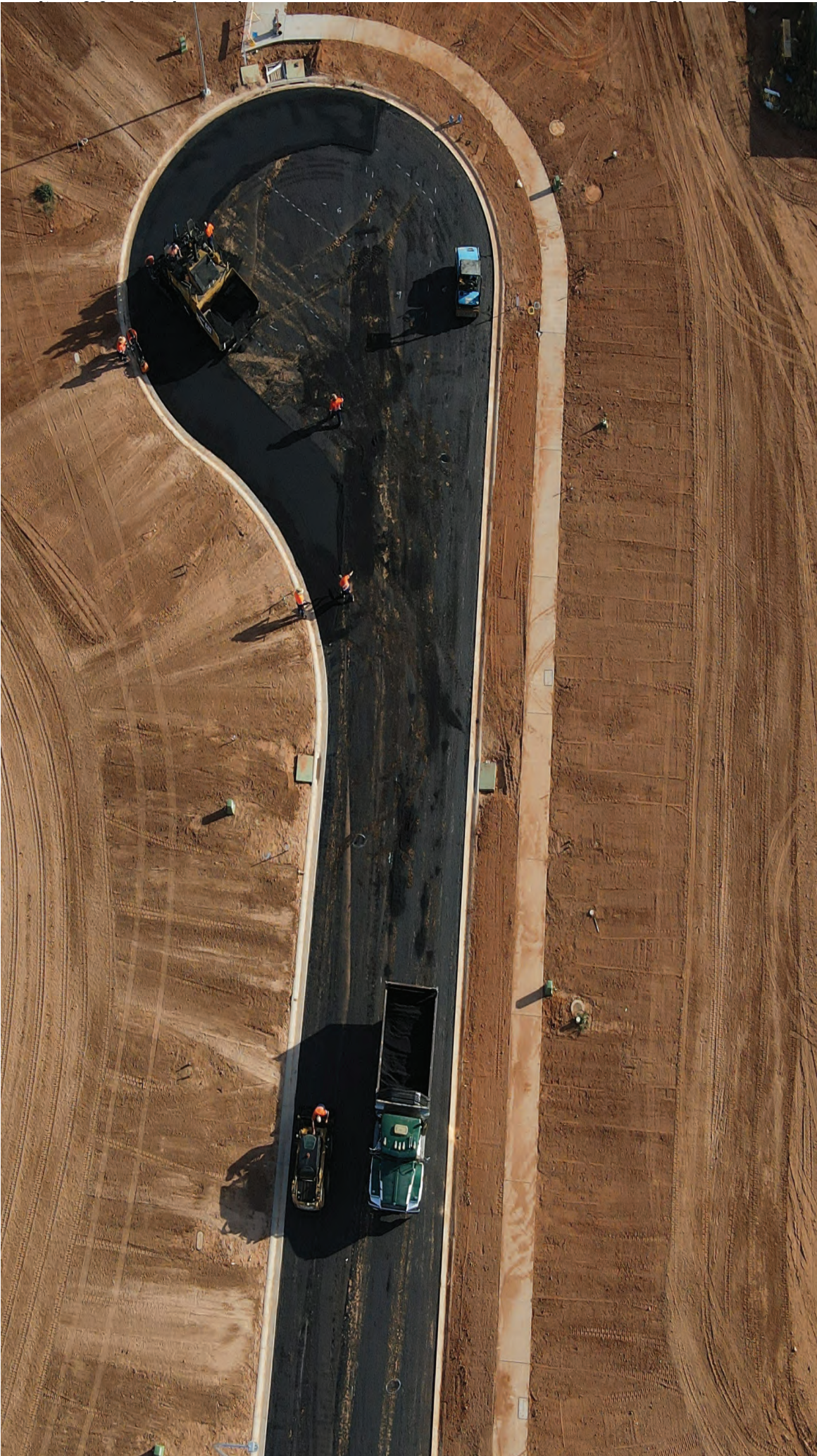
- All Council Services



Our values: Honesty and Integrity | Accountability and Transparency | Respect | Quality | Commitment

OPERATIONAL PLAN 2022-2023

**WENTWORTH
SHIRE COUNCIL**
WORTH THE DRIVE





This document was compiled by Wentworth Shire Council.

Images were sourced from Council's image library. Cover image shows a new subdivision being built at Gol Gol.

Copies of this plan can be viewed online at www.wentworth.nsw.gov.au
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2022-23 WENTWORTH SHIRE COUNCIL OPERATIONAL PLAN

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OVERVIEW

The Operational Plan is Council's action plan for achieving the community priorities outlined in the Community Strategic Plan and Delivery Program. The Operational Plan is prepared each year and identifies the projects, programs and activities that Council will conduct to achieve the commitments outlined in the Delivery Program.

As part of Council's Delivery Program and Operational Plan, a detailed breakdown of Council's finances helps to give context to the planned projects and activities and details the funding required for Council's services and functions for the 2022/23 financial year.

Council will report on the budget for 2022/23 quarterly as required.

Overall, the Operational Plan and budget continues to deliver a high standard of service for the residents and ratepayers of the Wentworth Shire.

The projected financial results for the Delivery Program and Operational Plan periods form the initial years of Council's Long-Term Finance Plan. The Plan is part of Council's resourcing strategy and models Council's performance over a ten-year timespan.



WENTWORTH SHIRE COUNCIL at a glance



**WENTWORTH
SHIRE COUNCIL**



Achieving the vision for 2032





ACHIEVING THE VISION FOR 2032

The consultation and engagement activities undertaken to inform the Wentworth Shire: Our Future in Focus - Community Strategic Plan 2022-2032 resulted in the formation of the following concise and ambitious vision for the region:

Wentworth Shire will work together to create a thriving, attractive and welcoming community.

To ensure we, as a community, can work toward achieving this vision, four strategic objectives have been developed around the quadruple bottom line which aims to balance social, environmental, and economic and governance aspects of strategic plans.

Underpinning each objective is a range of supporting strategies that outline high-level approaches to achieving the objectives and delivering the vision.

<p>Quadruple Bottom Line</p> <p>The quadruple bottom line underpins the Community Strategic Plan, helping to categorise the priorities that have been identified by the community. Our strategies link directly to the quadruple bottom line, which are as follows:</p>	
	<p>A VIBRANT, GROWING AND THRIVING REGION</p>
	<p>A GREAT PLACE TO LIVE</p>
	<p>A COMMUNITY THAT WORKS TO ENHANCE AND PROTECT ITS PHYSICAL AND NATURAL ENVIRONMENT</p>
	<p>IS SUPPORTED BY STRONG AND ETHICAL CIVIC LEADERSHIP WITH ALL ACTIVITIES CONDUCTED IN AN OPEN, TRANSPARENT AND INCLUSIVE MANNER</p>
	<p>Economic</p>
	<p>Social</p>
	<p>Environmental</p>
	<p>Civic Leadership</p>



Financial Information

Budgeted Income Statement Summary	2022/23 Budget
Income from Continuing Operations	
Rates & Annual Charges	\$10,098,339
User Charges & Fees	\$6,180,822
Interest & Investment Revenue	\$238,500
Other Revenues	\$1,228,244
Grants - Operating	\$9,599,142
Grants - Capital	\$17,483,074
Net Gains from the disposal of assets	\$100,000
Total Income	\$44,928,122
Expenses from Continuing Operations	
Employee Benefits	\$10,744,520
Borrowing Costs	\$391,205
Materials & Contracts	\$3,873,374
Depreciation & Amortization	\$8,024,848
Other Expenses	\$3,125,691
Total Expenses	\$26,159,638
Operating Result from Continuing Operations	\$18,768,484
Discontinued Operations	\$0
Net Operating Result from Continuing Operations	\$18,768,484

Funding Requirements	2022/23 Budget
Expenditure	
Operating Expenditure	\$26,159,638
Capital Expenditure	\$36,437,092
Total Expenditure	\$62,596,730
less depreciation (incl. in expenditure)	\$8,024,848
2022/23 Cash Requirements	\$54,571,882

Cash Requirements funded from:

Operational Revenue	\$44,928,122
Borrowings	\$8,000,000
Retained Earnings	\$(861,240)
Council Restricted Reserves	\$2,505,000

2022/23 Total Funding	\$54,571,882
------------------------------	---------------------

Projected Balances (Council Cash Reserves)

Projected opening cash balance 01/07/2022	\$ 40,000,000
Add projected Cash surplus	\$ 861,240

Projected cash balance at 30/06/2023	\$ 40,861,240
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Represented as:

- Cash on hand	\$ 5,861,240
- Short Term Investments	\$ 20,000,000
- Long Term Investments	\$ 15,000,000

For Council to live within its means and achieve financial sustainability the annual budget must be balanced and in alignment to Council's long-term financial position. To ensure that Council lives within its means and that annual operations do not deplete financial reserves, Council's budget for 2022/23 includes the following assumptions:

Rates and Annual Charges

- The Ordinary Rate will be increased by the maximum 0.70% (as determined by the Independent Pricing and Regulatory Tribunal of NSW (IPART)).
- Waste water access charges will be increased by 2.50%.
- Raw and filtered water access charges will be increased by 2.50%.
- Domestic waste charges will be increased by 2.50%.
- Water consumption charges will be increased by 2.50%.
- 6.00% interest will be charged on overdue rates and annual charges as approved by the Minister for Local Government.

Borrowings

Borrowed funds enable the cost of acquiring assets to be spread over a longer period of time, thus easing the burden on current ratepayers.

In the 2022/23 financial year there will be loan borrowings of up to \$8,000,000 to help fund capital requirements for the:

- Wentworth Civic Centre Redevelopment
- Willowbend Caravan Park Upgrade

Restricted Reserves

Council will utilise the following restricted reserves to fund capital expenditure during the 2022/23 financial year:

Future Development Reserve

\$250,000 to fund ongoing land acquisitions.

T-Corp Loan Reserve

\$755,000 from previously approved loan to fund ongoing stormwater drainage upgrades.

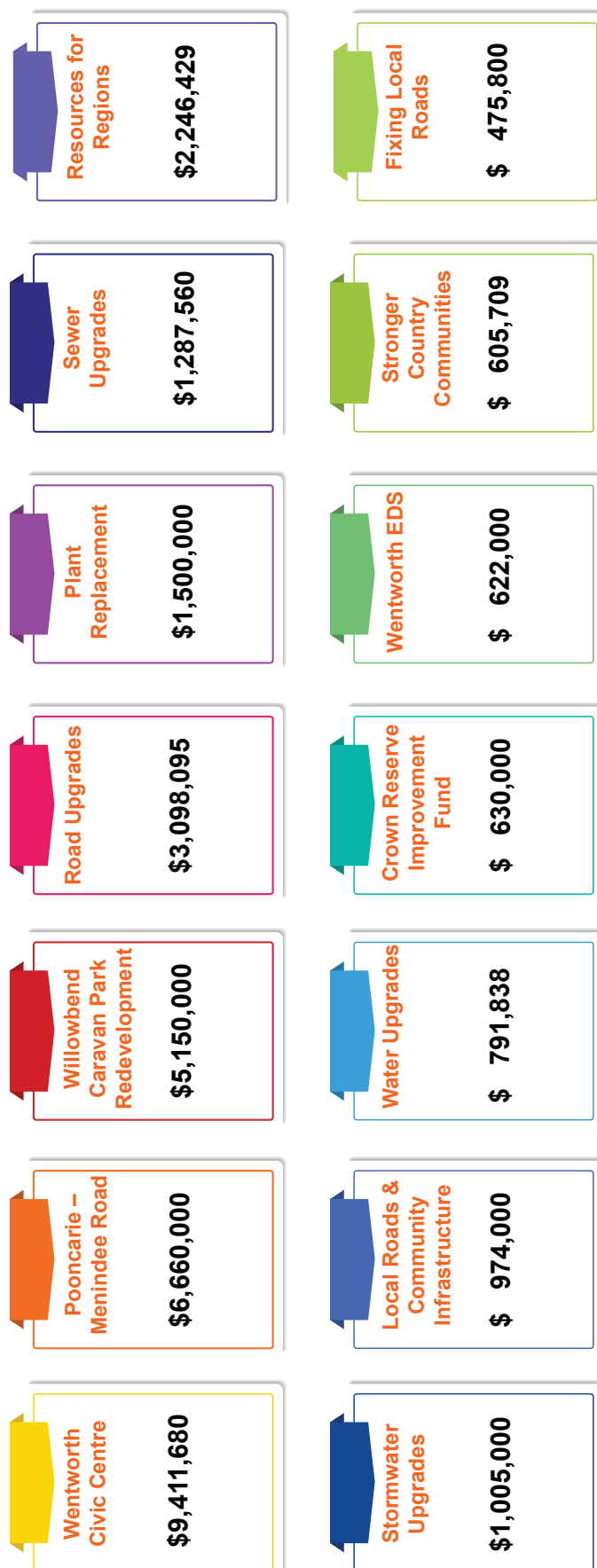
Willowbend Caravan Park Loan Reserve

\$1,500,000 from previously approved loan to fund the Willowbend Caravan Park upgrade.



Capital Expenditure

The following major projects will be undertaken during 2022/23:



CONTRIBUTION TO CSP OBJECTIVES

In line with the Integrated Planning and Reporting Framework Council's expenditure has been aligned with the Objectives established within the Community Strategic Plan.

The financial expenditure figures depicted in the following table provide an indicative indication of how Council's expenditure in 2022/23 is aligned to the Community Strategic Plan.

The following pages provide the details of each Operational Plan action, including the description, the strategy that it is aligned to, the responsible officer, the source of funding and the budget amount for the financial year.





2022/2023 Operational Plan Actions

OUR ECONOMY

Strategy 1 - Wentworth Shire is a vibrant, growing and thriving Region.

Objectives & Actions	Responsible Officer
1.1– Promote the Shire as an ideal location for investment and the establishment of innovative, sustainable and diversified industries.	
Annual Actions	
Advocate for the local businesses on issues which further business and career opportunities for all.	General Manager
Support economic growth and expansion across the Shire through improvement of local infrastructure and the identification of land for commercial and/or industrial use.	Director Health & Planning
Specific Actions	
N/A	
1.2– Promote the Wentworth Region as a desirable visitor and tourism destination.	
Annual Actions	
Provide Visitor Information Centre Services.	Team Leader VIC
PS Ruby.	General Manager
Contribute to the promotion of tourism in the Wentworth Region through the management of Willowbend Caravan Park.	General Manager
Continue to engage with and support the activities of Murray Regional Tourism, Destination NSW Riverina-Murray and Mildura Regional Development.	Manager Tourism & Promotion
Specific Actions	
Develop a Destination Management Plan/Tourism Strategy.	Manager Tourism & Promotion
<ul style="list-style-type: none"> Work with FSWJO to complete Destination Management Plan for the region 	
Willowbend Caravan Park Redevelopment.	Manager Engineering Services
<ul style="list-style-type: none"> Civil Works 	
<ul style="list-style-type: none"> Ablution Block Upgrade 	
Finalise development of a Shire Events Manual.	Manager Tourism & Promotion
1.3 – High quality connectivity across the region.	
Annual Actions	
Advocate for the ongoing provision of quality transport and freight links.	General Manager
Specific Actions	
Advocate for improved region-wide internet and mobile phone connectivity.	General Manager
1.4 – Encourage lifelong learning opportunities	
Annual Actions	
Undertake a program of activities and services that facilitate learning opportunities at Council's library services.	Team Leader Library Services
Advocate for the development and provision of local education, training and lifelong learning opportunities.	General Manager
Specific Actions	
Advocate for improved school services across the Wentworth Shire.	General Manager

1.5 – Encourage and support initiatives that improve local employment opportunities.	
Annual Actions	
Promote Wentworth Council as an employer of choice including offering apprenticeships and traineeships.	Manager Human Resources
Identify opportunities to promote Wentworth Council as an employer of choice for people with disability and from culturally diverse backgrounds.	Manager Human Resource
Specific Actions	
Promote the benefits of supporting Social enterprises and business to grow local employment opportunities.	Manager Tourism & Promotion
Encourage businesses to employ people of all abilities and different backgrounds.	Manager Tourism & Promotion

Total Council Operational Budget Committed to Strategy 1

\$1,070,860

Total Council Capital Budget Committed to Strategy 1

\$5,200,000

Measuring Progress

Average development application approval time

Willowbend Caravan Park Redevelopment completed on time and on budget

Far West Destination Management Plan Completed

Wentworth Shire Staff profile

Number of Library Programs Delivered



OUR COMMUNITY

Strategy 2 - Wentworth Shire is a great place to live.

Objectivities & Activities	Responsible Officer
2.1 – Continue to create opportunities for inclusion where all people feel welcome and participate in community life.	
Annual Actions	
Acknowledge and celebrate Seniors Week and International Day of People with Disabilities.	Manager Tourism & Promotion
Support and empower the community to deliver community initiatives that improve the lives of residents and visitors to the region.	Manager Tourism & Promotion
Actively engage with and include the perspectives and knowledge of the local indigenous community.	General Manager
Promote a welcoming and inclusive community that strengthens positive attitudes and behaviours towards people of all abilities.	Manager Tourism & Promotion
Specific Actions	
Explore opportunities to promote and celebrate Culturally and Linguistically Diverse events and celebrations.	Manager Tourism & Promotion
2.2 – Work together to solve a range of social and health issues that impact community wellbeing and vulnerable people.	
Annual Actions	
Implement recommendations of the Pedestrian Access Mobility Plan.	Manager Works
Undertake a program of activities and services that facilitate opportunities for vulnerable members of the community at Council's library services.	Team Leader Library Services
Continue to collaborate with Government Agencies and other organisations to support the provision of health services across the Region.	General Manager
Advocate for the provision of social services that meet the needs of all our community including families, children, youth, people with disability and the aged.	General Manager
Promote and foster an accessible community that encourages access by people of all abilities.	Manager Tourism & Promotion
Work with external agencies to promote the benefit of an active lifestyle.	Manager Tourism & Promotion.
Specific Actions	
Review Council facilities to ensure they are accessible to people with disability, including accessible pathways leading to accessible facilities.	Manager Works
Advocate for the construction of a PCYC facility in Dareton	General Manager
Support Dareton Men in a Shed relocation project	Director Finance & Policy

2.3 – To have a safe community.	
Annual Actions	
Provide Public Health Function.	Director Health & Planning
Companion Animals & Buronga Pound Operations.	Director Health & Planning
Provide Building Compliance Function.	Director Health & Planning
In partnership with the RFS undertake hazard reduction works.	Manager Works
Continue to engage with the Local Area Command on key community safety issues.	General Manager
Facilitate the Local Emergency Management Committee to ensure a co-ordinated approach by all agencies having responsibilities and functions in emergencies.	General Manager
In partnership with Transport for NSW continue to promote and encourage safe driving behaviours.	Manager Engineering Services
Specific Actions	
Identify and resolve where possible road and pedestrian safety issues	Manager Engineering Services
2.4 – A well informed, supported and engaged community.	
Annual Actions	
Consistently communicate the role of Council to the community.	Manager Tourism & Promotion
Provide regular updates of Council's achievements, strategic objectives and actions.	General Manager
Communicate funding opportunities available for the community.	Director Finance & Policy
Specific Actions	
Continue to facilitate Council Connects & Quarterly newsletter	Manager Tourism & Promotion
2.5 – To have a strong sense of place.	
Annual Actions	
Maintain and update the amenity of the Shire to meet community expectations for clean and well-presented public spaces and townships.	Manager Works
Specific Actions	
Engage with the community in the design and provision of public art within open space areas.	General Manager
Undertake specific public spaces capital works projects.	Manager Engineering Services
○ Reserve Upgrades	
○ Buronga Riverfront Toilet Block	
○ Pooncarie Toilet Block	
○ Wetlands Standpipe Area	
○ Junction Island Bridge	
○ Astronomy Park	

Total Council Operational Budget Committed to Strategy 2
\$3,194,404
Total Council Capital Budget Committed to Strategy 2
\$3,056,629

Measuring Progress

Number of community updates provided by Council
 Number of road safety initiatives implemented
 % of public health inspections completed within legislative timeframes
 Number of building inspections completed.
 Demographic profile of those attending library services
 Number of library programs completed
 Number of visitors to Council libraries

OUR ENVIRONMENT

Strategy 3 - Wentworth Shire is a community that works to enhance and protect its physical and natural environment.

Objectives & Activities	Responsible Officer
3.1 – Ensure our planning decisions and controls enable the community to benefit from development.	
Annual Actions	
Ensure that all Development Applications and planning proposals mitigate the impact of development on the natural environment.	Director Health & Planning
Specific Actions	
Review and update the Local Environmental Plan, Development Control Plan, Local Strategic Planning Statement and Developer Contribution Plans.	Director Health & Planning
o Review and Update Development Control Plan	
Progress Actions from the Sustainable Wentworth Strategy.	Director Health & Planning
o Finalise and submit gateway determination for rezoning of Thegoa Lagoon.	
Continue to progress Rural Residential Strategy	Director Health & Planning
3.2 – Ensure that community assets and public infrastructure are well maintained.	
Annual Actions	
Land Tenure Program.	Director Health & Planning
Maintain transport network including Roads, Bridges and Footpaths.	Manager Works
Maintain community facilities including halls, ovals, pools and other sporting facilities.	Manager Works
Specific Actions	
Prioritise and implement recommendations of Asset Management Plans.	Manager Works
o Fixing Local Roads – Punt Road	
o Fixing Local Roads – Fletchers Lake Road	
o Fixing Local Roads – Log Bridge Road	
o Fixing Local Roads – Bridge Road	
o Pooncarie – Menindee Road	Manager Engineering Services
o Wentworth & Dareton Pool Lighting Upgrade	
o Buronga Wetlands Sharedway	
o Pooncarie Telegraph Building	
o Pooncarie Aerodrome Lighting	
o Wentworth Showgrounds Female Change Rooms & Running Rail Replacement	
o Wentworth EDS	
o Wentworth Rowing Club Extension	
o Pooncarie Race Course	Director Health & Planning
Continue to liaise with Crown Land to finalise Plans of Management for Community Land.	

3.3 – Minimise the impact on the natural environment.		
Annual Actions		
Undertake actions identified in the Western Weeds Action Plan.		Manager Works
Monitor and investigate Illegal Dumping Activities as required.		Director Health & Planning
Support the activities of the Murray Darling Association.		General Manager
Advocate for the sustainable management of the Darling-Barka River and the Menindee Lakes.		General Manager
Specific Actions		
Identify opportunities to collaborate with other stakeholders on projects that protect the environment.		Director Roads & Engineering
Flood Plain Management Plan.		Director Health & Planning
3.4 – Use and manage our resources wisely.		
Annual Actions		
Provide best practice water, waste water and stormwater management infrastructure.		Manager Works
Collaborate with partners and the community to support innovative approaches to waste minimisation and increased reuse and recycling opportunities.		Manager Works
Encourage businesses and the community to be socially and environmentally responsible.		Manager Tourism & Promotion
Specific Actions		
Identify strategic partnerships in order to introduce cost-effective recycling and green waste collection services.		Manager Engineering Services
o Progress Buronga Landfill Expansion		
Review public place waste bins and revise service levels as required.		Manager Works
Prioritise and implement recommendations of the Integrated Water Cycle Management Plan.		Manager Engineering Services
o Finalise Integrated Water Cycle Management Plan		
3.5 – Infrastructure meets the needs of our growing Shire		
Annual Actions		
Continue to explore funding opportunities for the delivery of key projects		Director Finance & Policy
Continue to lobby all levels of government to support the provision of essential infrastructure for the Region.		General Manager
Plan for appropriate infrastructure and services that support current and future needs.		Director Roads & Engineering
Specific Actions		
Finalise Civic Centre Redevelopment		General Manager
Progress actions from the Buronga/Gol Gol Structure Plan.		Manager Engineering Services
o Pink Lake Stormwater		
o Crane Drive Stormwater		
o Wilson Drainage Reserve		
o Kingfisher Road Stormwater & Sewer Pump Station		
o Corbett Avenue Sewer Pump Station		
o King Ridge Landscaping		
Undertake a review of current and future sporting needs within the Shire.		Director Roads & Engineering

Total Council Operational Budget Committed to Strategy 3
Total Council Capital Budget Committed to Strategy 3

\$14,990,055
\$27,549,014

Measuring Progress

Civic Centre Redevelopment completed on time and on budget
 Pooncarie-Menindee Road project completed on time and on budget
 % of Capital works projects completed on time and on budget
 Development Control Plan Reviewed and Updated accordingly
 Thegoa Lagoon rezoning gateway determination submitted
 Number of land acquisitions completed.

OUR LEADERSHIP

Strategy 4 - Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner.

Objectives & Actions	Responsible Officer
4.1 – Consistently engage and consult the whole community to ensure that feedback is captured and considered as part of decision-making and advocating processes.	
Annual Actions	
Undertake community engagement activities and provide opportunities for participation in decision making where appropriate, in-line with Council's adopted Community Engagement Strategy.	General Manager
Specific Actions	
Undertake audit of Council's websites to ensure compliance with Website Accessibility Guidelines.	Manager Technology Services
Implement actions outlined in the Disability Inclusion Action Plan.	Director Finance & Policy
4.2 – A strong, responsible and representative government.	
Annual Actions	
Ensure that Council is accountable to the community, meets legislative requirements and supports the Councillors to undertake their civic responsibilities.	General Manager
Specific Actions	
Support Councillors to undertake ongoing professional development.	General Manager
4.3 – An effective and efficient organisation	
Annual Actions	
Review services on a regular basis to ensure they are providing value for money and are relevant in meeting the changing needs of the community.	Director Finance & Policy
Staff are supported to deliver high quality services to the community.	General Manager
Ensure the organisation is well led and managed through the implementation of Good Governance, Risk Management and Compliance Frameworks.	Director Finance & Policy
Specific Actions	
Undertake regular surveys to assess community satisfaction with Council service delivery.	Director Finance & Policy
Review Information Technology Strategic Plan and implement actions accordingly.	Manager Technology Services
4.4 – Provide strong leadership and work in partnership to strategically plan for the future	
Annual Actions	
Continue to support the work of the Wentworth Interagency Group	General Manager
Foster strong partnerships with all levels of government, peak bodies, agencies and the community.	General Manager
Annual Financial Assistance Program.	Director Finance & Policy
Specific Actions	
Undertake a review of the Annual Financial Assistance Program.	Director Finance & Policy



4.5 – Adopt practices of prudent asset, financial and human resource management across Council to ensure long-term sustainability and efficiency.	
Annual Actions	
Maintain a strong financial position that supports the delivery of services and strategies and ensures long term financial sustainability.	Director Finance & Policy
Provide accurate and timely financial reports, monthly, quarterly and annually.	Director Finance & Policy
Be the best employer that we can be by attracting, developing and retaining skilled staff to ensure a capable and effective workforce.	Manager Human Resources
Implement actions outlined in the Workforce Management Plan.	Manager Human Resources
○ Review flexible working practices	
○ Formulate a learning and development framework	
○ Develop succession/transition plan	
○ Health and Well Being Strategy	
Implement sound asset management practices to ensure adequate provision is made for the maintenance and long-term replacement of Council's infrastructure assets.	Manager Engineering Services
Specific Actions	
N/A	

Total Council Operational Budget Committed to Strategy 4
Total Council Capital Budget Committed to Strategy 4

\$6,710,236
\$783,450

Measuring Progress

Strong financial position maintained
 Financial reporting obligations met
 Annual Financial Assistance Program completed
 Continue to provide support for Wentworth Interagency Group
 Number Service level reviews completed
 Websites are progressively updated to comply with Accessibility Guidelines
 Quarterly Progress Reports completed on time
 Engagement activities undertaken as per Community Engagement Strategy



Workforce Requirements



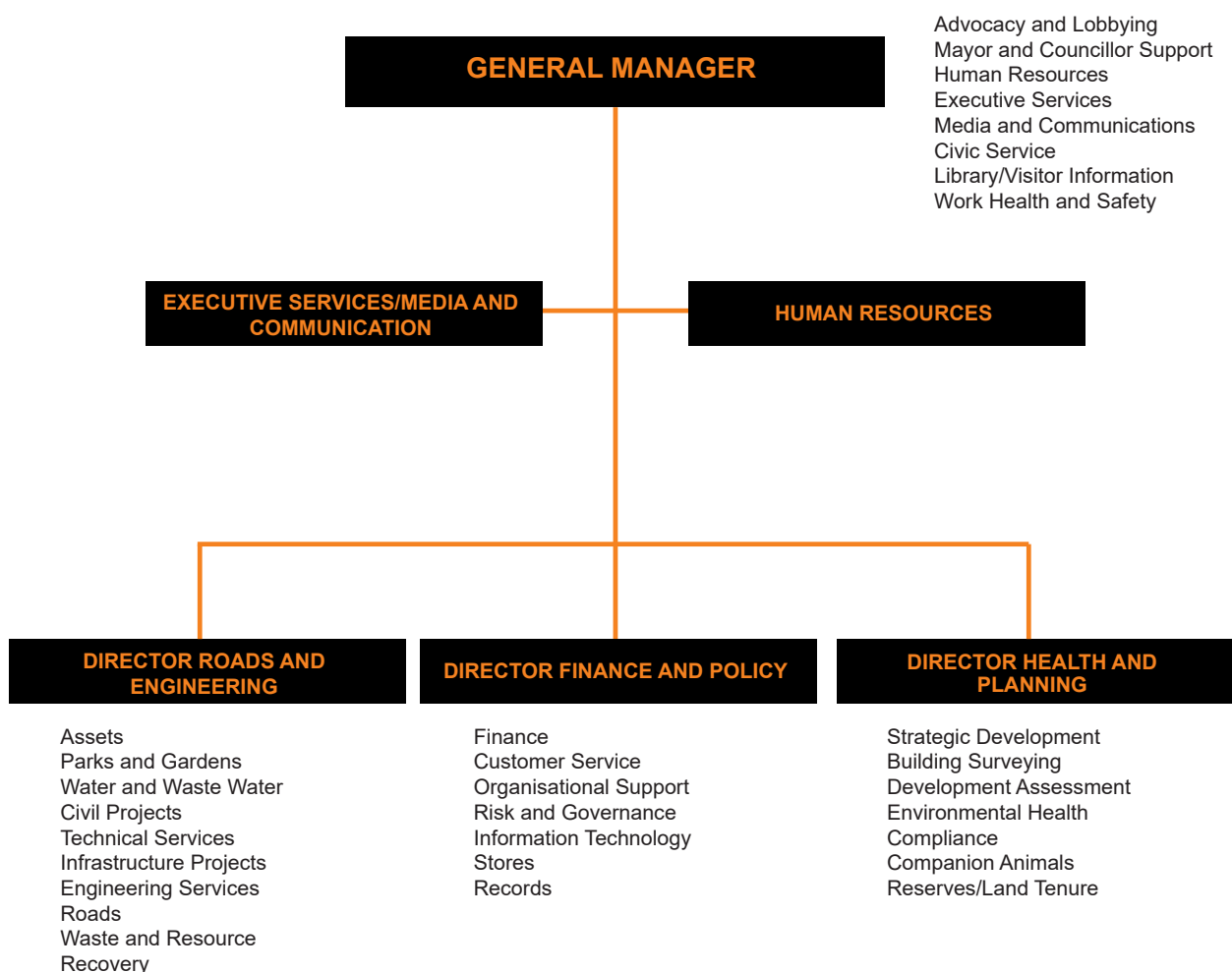
On 22 January 2020 Council adopted a revised structure consisting of 132.45 full time equivalents (FTE's) up 17.5 from the previously adopted structure.

The adopted structure consists of the general manager and three (3) directors, with each of these positions the subject of a standard contract of employment for Senior Staff. All other staff are employed in accordance with the

Local Government (State) Award.

For the 2022/23 financial year total employment costs are forecast to be \$10,744,520 which is a 4.40% increase on the previous financial year's budget.

The following diagram depicts the Organisational Structure.

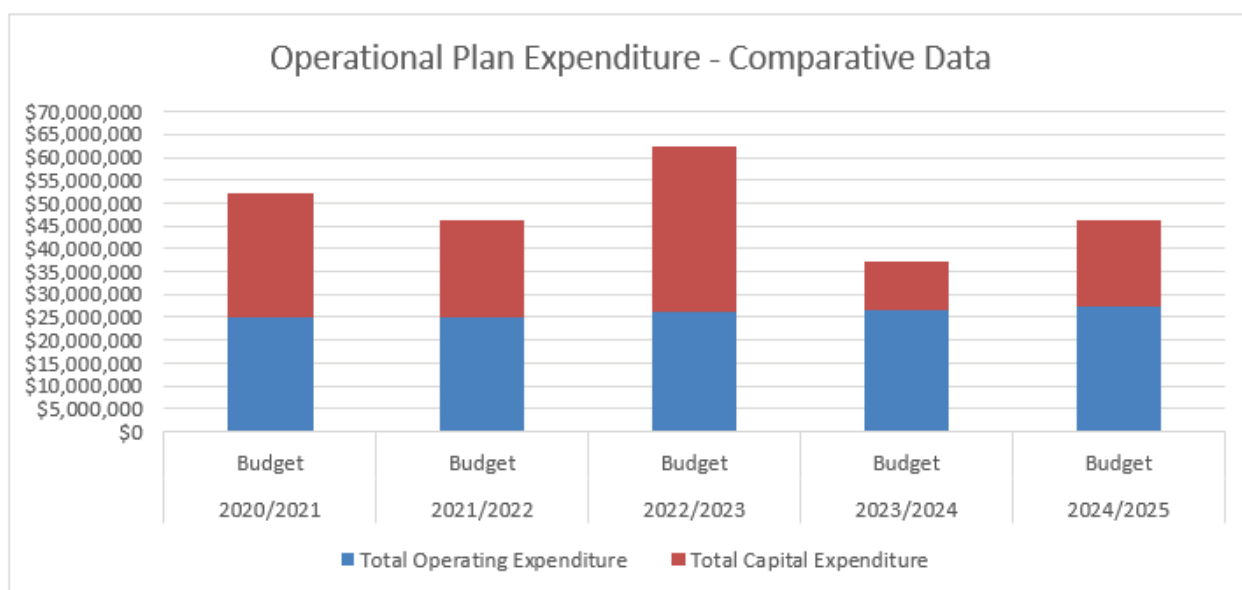




Future year estimates

The following graph provides a comparison of previous budgeted amounts, compared with the budget for the upcoming financial year and the projected future budgets for 2023/24.

Based on the current Delivery Program projects and forecasts from 2022/23 onwards the level of capital expenditure reduces as the current four-year Delivery Program council comes to an end.



Total Operating Expenditure	25,126,642	25,124,643	26,159,638	26,470,148	\$ 27,462,733
Total Capital Expenditure	27,088,080	21,098,111	36,387,093	10,831,736	\$ 18,891,481

FURTHER INFORMATION

The Annual Statement of Revenue provide a full breakdown of revenue and contains the following required statements;

- a statement of the types of fees proposed to be charged by Council,
- a statement of Council's proposed pricing methodology for determining the prices of goods and the approved fees under for services provided by Council,
- the amounts of any proposed borrowings,
- the sources from which they are proposed to be borrowed, and
- the means by which they are proposed to be secured.

The Annual fees and charges document provides details of annual fees and charges for the 2022/23 financial year.



WENTWORTH SHIRE COUNCIL OPERATIONAL PLAN

Part 2: Statement of Revenue

WENTWORTH
SHIRE COUNCIL



The Annual Statement of Revenue forms part of the 2022/23 Operational Plan and includes the 2022/23 Fees and Charges.

These documents have been prepared in accordance with Section 403(2) of the Local Government Act 1993



ANNUAL STATEMENT OF REVENUE

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STATEMENT OF REVENUE POLICY

INTRODUCTION

The information pertained in this Statement of Revenue comes directly from Council's Long Term Financial Plan. The quality and quantity of services that Council provides to its citizens continue to grow despite an income that, in real terms, is decreasing. We are not alone in facing this predicament, but that does not lessen the size of the issue.

Despite these constraints, Council is determined to provide quality services at a level the community expects and at a price they are willing to pay. This will involve working closely with our community to provide services that best suit their needs.

In preparing the Long Term Financial Plan consideration was given to a range of economic and political factors that affect our finances and in turn our capability to maintain existing levels of service and long term financial sustainability.

RATING

Council rates are a form of taxation; they are not a fee-for-service. The Valuation of Land Act and the Local Government Act provide the legislative framework for valuing land and raising rates. All rateable land must be valued and rated.

The Valuation of Land Act prescribes that the value of all properties be reassessed every 3 or 4 years to accommodate movements in land values. Council currently has its land revalued every 3 years. A revaluation establishes the value of a property relative to all other properties (i.e.: its market relativity).

Valuations in New South Wales are conducted by the NSW Valuer-General based on market movements and recent sales trends as required under the Valuation of Land Act. When a local

government area has been re-valued the property owner will be issued with a Notice of Valuation.

Each Notice of Valuation contains both details of the property as they are recorded on the Valuer General's records and the land value at the common base date for all Valuer General valuations in the local government area.

The valuations are objective and impartial, and are based on the market for Land. The 'land value' represents the value that the 'fee simple' interest in the land, assumed to be vacant, would be if offered for sale. For 2022/2023, rates are based on property values as at 1 July 2019.

By virtue of section 494 of the Local Government Act, Council is required to make and levy an ordinary rate for each year on all rateable land in its area. This is a mandatory requirement.

A rate may, at Council's discretion, consist of:

- An ad valorem amount; which may be subject to a minimum amount of the rate; or
- A base amount to which an ad valorem amount is added.

The ad valorem amount of a rate

The ad valorem amount of a rate is to be levied on the land value of all land that is to be rateable to the rate and the rate in the dollar is to apply uniformly. The ad valorem amount of the ordinary rate may be the same for all classes or it may be different for different classes or sub classes.

Base charges and minimum amounts of rates payable

The Local Government Act allows the use of both different minimums and/or different base charges for different land use/localities. This



provides additional flexibility in determining the distribution of the rating burden. It potentially enables better accommodation of 'equity' considerations but at the expense of the criteria of "simplicity". Greater flexibility also leaves Council more vulnerable to lobbying for favourable treatment by special interest groups.

A base charge is a fixed rate levied equally against all properties. Rates based on property value are then levied to provide the additional revenue required by Council. The effect is to reduce the influence that property values have in determining the relative amounts paid by different ratepayers.

By contrast, a minimum rate applies only to those properties with a value below a set threshold. The amount of rates payable by all properties with a value above that threshold is therefore determined solely by relative property values.

The higher the amount of a base charge or a minimum rate the lower will be the ad valorem rate for any given revenue target. As a result higher valued properties may incur a greater or lesser share of the total rate burden depending on the level of the base charge or minimum rate.

Applying a base rate charge will result in a different distribution between low, medium and high valued properties relative to the application of a minimum rate.

The Local Government Act limits the amount of revenue that can be generated by a base charge or minimum rate. A base rate or minimum rate must not produce more than 50% of the total revenue derived for each class of property. Council has a base charge for each property class but currently does not levy a minimum charge.

Council must apply the ad valorem and base amount uniformly to every parcel of land within each property class but they can differ from property class to property class.

For well over a decade, councils in NSW have been restricted to a rate cap and this has made it increasingly difficult to achieve financial sustainability for Western Division Councils.

Most of these councils have rates as a percentage of total revenue below 25%.

Rate increases over the last six years are detailed in the following table.

Table of years and rate increases and % of total revenue

Rating Year	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Rate Pegging % Increase	1.50	2.30	2.70	2.60	2.00	0.70
Rateable Value	504,286,220	511,880,220	518,336,290	862,040,158	879,598,432	885,520,951
Total General Rate Income \$	4,978,068	5,146,523	5,324,988	5,460,635	5,673,409	5,724,454
Increase \$	104,444	168,455	140,986	138,450	212,774	51,045



BUDGET ANALYSIS

This section provides comments on the main expenses and revenues, and capital expenditure for 2022/23.

OPERATING REVENUE

Council has forecasted to generate \$44,928,122 in revenue for 2022/2023.

Extract of Operating Statement

Operating Revenue	2023	2024	2025	2026
Rates & Annual Charges	\$10,098,339	\$10,845,185	\$11,610,702	\$12,395,357
User Charges & Fees	\$6,180,822	\$6,705,397	\$7,299,952	\$12,211,434
Interest	\$238,500	\$244,463	\$250,574	\$256,838
Grants & Contributions (Op)	\$9,599,142	\$9,812,247	\$10,030,677	\$10,254,570
Grants & Contributions (Cap)	\$17,483,074	\$525,639	\$527,267	\$528,936
Other Operating Revenue	\$1,228,244	\$1,241,412	\$1,254,295	\$1,287,500
Net gain/loss Disposal of Assets	\$100,000	\$100,000	\$100,000	\$100,00
TOTAL	\$44,928,122	\$29,474,343	\$31,073,469	\$37,034,637

RATING AND ANNUAL CHARGES

The total income that can be raised from levying rates on property is capped by the State Government via the Independent Pricing and Regulatory Tribunal.

The current rate structure for Wentworth Shire Council will be maintained; rate assessments will be based entirely upon property valuations (ad valorem) but with base rates applying where appropriate.

The continuing constraint of rate pegging imposed by the State Government limits Council's ability to provide additional services or borrow additional funds and has focused considerable attention to the need for and efficiency of each service provided.

Council expects to raise \$10,098,339 from rates and annual charges for 2022/2023. This includes a special variation for Tourism which was approved in 1998 for \$10 per assessment.

Pensioners who hold a Pensioner Concession card and own and occupy rateable property in Wentworth Shire receive a mandatory rebate on their rates and annual charges.

The State Government funds 55% of the rebate. This is expected to cost Council \$76,000 in 2022/2023.

Interest charges on unpaid rates and charges will accrue on a daily basis at the rate of 6.00% in accordance with Section 566 of the Local



Government Act, 1993.

HARDSHIP AND ABILITY TO PAY RATES

Hardship is the difficulty in paying debts when repayment is due. Any person who cannot pay their rates or charges due to hardship can apply to Council for assistance at any time. Ratepayer are encouraged to seek assistance from Council as soon as practical. Council will consider each hardship application on its merits.

There are several ways Council may help a ratepayer who is experiencing financial hardship including, but not limited to:

- A payment plan or agreement (s564 of the Local Government Act) so that rates and charges (whether overdue or not) are paid on a weekly, fortnightly or monthly basis.
- Interest may be waived or reduced for a set period of time.
- A pensioner rebate (additional to the legislated rebate) may be given.
- Interest, rates or charges may be written off, waived, reduced, or deferred for eligible applicants (s564, s 577, 601 Local Government Act).

APPLICATIONS FOR A SPECIAL VARIANCE TO GENERAL INCOME

The ability to introduce a special rate variation to General Income requires Ministerial Approval. The provision allows the raising of additional income over and above the rate cap for specific purposes and under strict guidelines.

Council can apply for additional income through these provisions, however at this stage there has been no thought given to doing so. In the future this option will be explored if deemed necessary.

USER CHARGES AND FEES

Many of the services provided by Council are

offered on a user pays basis. Fees and Charges relate mainly to the recovery of service delivery costs through the charging of fees to users. All fees in this category are annually reviewed and some of the general considerations for setting these fees include:

- Cost of the service or operation;
- Consumer Price Index;
- Other revenue sources which may fund the service;
- Laws and Regulations;
- Ability of the persons/groups using the service to pay;
- Benefit to the community (possible subsidy); or
- Benchmarking with others providing similar services.

Council needs to be mindful of using fees and charges as an avenue to increase revenue to the extent that it can create issues around maintaining equitable access to services and facilities for residents. The Shire's relatively low population base does not provide a large market from which significant fees and charges can be obtained.

Statutory fees such as development assessment fees, planning certificates etc charged by Council are subject to direction through regulation and other state government controls.

Council does not set these fees and does not have the power to vary the fee set. The majority of statutory charges do not provide for annual increase in line with CPI or the cost of providing the service and therefore excluding development related income, no growth in these fees has been included in the 2022/2023 budget.

The Roads and Maritime Services contract (RMCC) is classed as a fee for service and accounts for approx. \$1.7 million of revenue annually.



Council also operates the Buronga Landfill. It is expected that this operation will generate \$3,000,000 in revenue for 2022/2023. Overall Council expects to raise \$6,180,822 from user fees and charges for 2022/2023.

INTEREST ON INVESTMENTS

Council has an investment portfolio that varies in size from year to year however it is projected to be between \$30m and \$35m for the majority 2022/2023.

These funds are a mixture of unspent grants, reserve funds and general revenue. All investments are placed in accordance with the Minister's Order and Councils adopted investment policy.

Interest earnings form a significant part of Council's revenue each year and are subject to fluctuations in interest rates as they respond to economic conditions.

Approximately \$32,000,000 of Council's cash reserves are currently either internally or externally restricted, this means that they have been set aside to fund specific expenditure. This gives Council the ability to strategically invest these funds in order to gain maximum returns whilst minimising risk.

The remaining funds make up Council's available working capital which is required to fund day to day operations. Even with interest rates currently at an all-time low Council still expects to receive \$238,500 from investments in 2022/2023.

GRANTS AND CONTRIBUTIONS

Council receives an annual Financial Assistance Grant from the Commonwealth as well as various grants from other State and Commonwealth Government departments.

Council has assumed that it will continue to receive these grants, however, should these

grants and subsidies be reduced Council's ability to provide the same level of service will be impacted.

Council also receives operating and capital grants from various funding bodies to help fund the following services:

- Roads maintenance and capital works
- Library Services
- Weeds
- Youth Week
- Rural Fire Services

Council will continue to seek grant and partnership funding for a range of well-aligned projects and programs, which will be reflected in the budgets as and when specific arrangements are confirmed.

Council collects monetary contributions from developers as a condition of consent on Development Applications to meet the demand for public amenities and public services created by new development.

Authority to do this is provided by Sections 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979 (NSW)*. This form of revenue is difficult to predict and Council has adopted the prudent position of making no assumption that this source of funds can be relied upon for the purpose of forward forecasting of resources and financial sustainability. Successful increases in revenue through, grants, partnerships and developer contributions will be treated as windfalls.

The Local Government Financial Assistance Grants are paid to local councils to help them deliver services to their communities. The funds are paid annually by the Australian Government. Councils are free to use these funds at their discretion and are accountable to their ratepayers.

Following the 2013 independent review of local government in NSW the State Government



has been refining the funding model for the Financial Assistance Grants in order to channel additional support to council's and communities with the greatest needs. Generally, council's and communities with the greatest need have the following characteristics:

- Rural and remote councils;
- With small and declining populations;
- Have limited capacity to raise revenue;
- Have financial responsibility for sizeable networks of local roads/infrastructure & diminishing financial resources; and
- Relative isolation.

Funds are allocated by the State Government on the basis of the national principles as outlined in the *Local Government (Financial Assistance) Act 1995* (Cth). The ongoing challenge facing the government has been how to allocate a fairer share of the grant to disadvantaged council's when a fixed 30% of the grant must be allocated based on population increases/decreases.

Council has forecasted to receive \$27,082,216 in operating and capital grants in 2022/2023.

Council will receive capital grants and contributions in 2022/2023 which will contribute to funding the following projects:

- Roads to Recovery Program
- Regional Roads Block Grant and Repair Program
- Local Roads & Community Infrastructure Projects
 - o Wentworth Showgrounds Running Rail
 - o James King Park Riverfront Upgrade
 - o Pooncarie Telegraph Building
 - o Pooncarie Aerodrome Lights
 - o Willowbend Caravan Park Ablutions Block
 - o Wentworth Civic Centre Redevelopment
- Fixing Local Roads

- o Punt Road
- o Fletchers Lake Road
- o Log Bridge Road
- o Bridge Road
- Stronger Country Communities
 - o Wentworth Showgrounds Female Jockey Room
 - o Wentworth & Dareton Swimming Pool Lights Upgrade
- Resources for Regions
 - o Wentworth Civic Centre Redevelopment – Visitor Information Centre
 - o Wentworth EDS
 - o Reserves Upgrades
 - o Men's Shed Contribution
 - o Buronga Riverfront Toilet Block
 - o Pooncarie Toilet Block
 - o Buronga Wetlands Sharedway
- Growing Local Economies
 - o Pooncarie-Menindee Road Upgrade
- Crown Land Improvement Fund
 - o Willowbend Caravan Park Redevelopment
 - o Wentworth Astronomy Park
 - o Pooncarie Racecourse
- NSW State Library Grant
 - o Wentworth Library Relocation

Council has an internally restricted fund of \$1,000,000 that can be used to contribute to funding applications as they become available.

Should the grant application process be unsuccessful, Council will have to use external borrowings to finance the works.

OTHER REVENUE

Miscellaneous revenue is obtained from a variety of sources including insurance recoveries, property rentals, sale of assets etc.

It is anticipated that other revenue will be maintained at current levels with an increase for CPI factored in. Council has budgeted to receive \$1,228,244 in 2022/2023.



OPERATING EXPENDITURE

Council has forecasted \$26,159,639 in operating expenditure for 2022/2023.

Extract of Operating Statement

Operating Expenses	2023	2024	2025	2026
Employee Costs	\$10,744,520	\$11,054,476	\$11,373,340	\$11,701,368
Materials & Contracts	\$3,873,374	\$3,634,182	\$3,774,688	\$4,619,576
Borrowings	\$391,205	\$515,005	\$826,871	\$778,320
Depreciation & Amortisation	\$8,024,848	\$8,024,848	\$8,024,848	\$8,424,848
Other Operating Expenses	\$3,125,691	\$3,241,639	\$3,462,988	\$3,385,584
TOTAL	\$26,159,638	\$26,470,148	\$27,462,733	\$28,909,693

EMPLOYEE EXPENSES

Employee expenses comprise approximately 40% of Council's operating costs with 132.45 Full Time Equivalent (FTE) Staff.

The salaries and wages budget calculation include an assumption that staff will take four weeks annual leave.

Throughout any year salary savings resulting from staff vacancies and efficiencies will occur naturally.

The superannuation Guarantee Levy is currently at 10% and will progressively increase to 12% starting in 2022-23. Council has a number of staff in the defined benefit scheme and have been paying significantly increased contribution rates to fund this scheme.

Council Employee Leave Entitlements reserve is used to fund unanticipated changes in termination payments each year. The number of staff who might leave is difficult to predict

and the budget has a provision added to represent the projected levels of retirements, to accommodate the challenges of an ageing workforce.

Council's policy is to fully fund the leave entitlements of staff in the Employee Leave Entitlements Reserve.

In recent years the reserve has been used to assist in the funding of costs associated with the resignation/retirement of a number of long serving employees.

Council has been fortunate in recent years that it has had enough surplus cash to fund 100% of this reserve. It is projected that the reserve will maintain a balance of 100% through 2022/2023. However, if surplus funds were to decrease Council may choose to review this policy.

Workers Compensation premiums increase and decrease significantly with claims history.



Council continues to be proactive in order to minimise any potential for claims

ORGANISATIONAL STRUCTURE

The 2022/2023 Operational Plan is based on the figure of 132.45 equivalent fulltime employees (EFT's). Council's total employee costs for 2022/2023 is expected to be \$10,744,520.

BORROWING COSTS

Wentworth Shire Council in the past has been debt averse and viewed the achievement of a low level of debt or even a debt free status as a primary goal.

However, Council appreciates that the use of loan funding can be a critical component of the funding mix to deliver much needed infrastructure to the community. The beneficiaries of these projects will assist in their funding as their rates will be applied in part to repaying the loans.

This is in contrast to current ratepayers bearing the entire burden in one year, possibly at the expense of other worthwhile expenditure.

Debt is seen as a method of more fairly spreading capital costs to deliver intergenerational equity. Keeping this in mind there are limits to the amount the Council can borrow without impacting on its financial sustainability and Council is mindful of not wanting to impose excessive debt on current or future generations.

Council's borrowing strategy projected in the LTFP is to restrict the debt service ratio to less than the industry benchmark of 20%. Before embarking on any new debt Council will consider the following:

- Debt financing is only to be used for clearly identifiable major projects and the Capital Works Program;

- Debt finance will not be used to meet operational shortfalls; and
- The period of repayment of debt finance shall not exceed the period over which the benefits are received from a project, or the life of the asset whichever is lesser.

The principles of intergenerational equity are supported in respect of the Council contribution to the funding of major projects, the benefits of which will be shared by future generations.

Loans shall only be raised after taking into consideration future known specific capital funding requirements and, when raised, shall only fund the specific project or purpose approved.

Borrowing costs on current and projected loans and financing arrangements will total \$391,205 in 2022/2023.

MATERIALS AND CONTRACTS

Materials and Contracts represent the principal costs used to deliver services to the community and are forecast to increase by 2% in 2022/2023 in line with increases in the Consumer Price Index.

Materials and contracts are subject to variations in the market and particularly to petroleum prices. Such fluctuations impact on the price of petroleum and petroleum-based products (such as asphalt) and makes forecasting difficult.

Budgeted expenditure for 2022/2023 is \$3,873,374.

DEPRECIATION

Depreciation reflects the fact that an asset's cost is proportionally expensed over the time during which it is used.

Depreciation has been based on the estimated useful life of assets and will be reviewed every year.



Council continues to thoroughly review its residual values and estimated useful lives. Budgeted depreciation for 2022/2023 is \$8,024,848.

OTHER EXPENSES

Includes items such as audit fees, valuation fees, office expenses, software licences, insurances, electricity costs etc.

These costs count for approximately 10% of Council operating expenditure and have been forecast to increase in line with increases in CPI each year except for insurances, electricity costs and State Government Emergency Services levy which have been forecast to increase by approximately 2% above CPI each year. Budgeted expenditure for 2022/2023 is \$3,125,691.

EXPENDITURE CHALLENGES

As part of the process of preparing the operational plan each year, Council critically reviews operating expenditure in order to identify areas where it could reduce spending without compromising service delivery.

Community needs must be understood and are a key input into the annual operational plan, for many years Council has recognised the

challenge of meeting community needs in a financially sustainable manner.

This challenge has been divided into two elements (1) assess the gap in financial sustainability assuming community needs correspond to the current scope of services and service levels and (2) assess the impact of additional or enhanced services in line with changing or revised community needs.

CAPITAL EXPENDITURE

The challenge over the medium to long term is to achieve financial sustainability whilst still assisting the community to achieve its visions as established in the 10 year Community Strategic Plan.

The challenge is to also adequately maintain existing assets before adding to the asset base, bearing in mind that new assets add to ongoing operational costs.

Substantial capital programs are in place to continue the renewal of Council's infrastructure network.

The programs will ensure that these key asset groups meet or exceed Council's determined 'minimum' service levels and continue to provide the expected amenity to the community.

The capital works program prioritises projects based on asset condition, risk, community need and other opportunities as they arise with other entities.

Over shorter periods, some areas of the Shire may require more capital works than others to reflect short term needs and opportunities.

The need for new assets is constantly assessed and verified against current population and development projects, community feedback and alternative means of supplying services.

A further consideration is the priority of refurbishing existing assets that provide community benefits or operational service that require regular refurbishment to enable the overall safety and quality of the facility to be maintained.



Apart from funding constraints, Council has capacity constraints which determine the capital works program delivery timeframe.

The constraints in project delivery include community consultation, state government approvals, design, procurement processes and availability of labour resources to project manage and implement the projects.

In addition to the renewal and expansion of Council's asset base delivered through the capital works program, Council undertakes a replacement (and, where appropriate) upgrade/ expansion program for its plant and equipment assets including motor vehicles, furniture, plant and IT hardware.

The budget for 2022/23 has been developed

through a process of consultation and review with Council and staff.

As required by the Integrated Planning and Reporting framework, the Operational Plan and Budget are for a one year period.

The Long Term Financial Plan details Council's financial forecast for a 10 year period and budget estimates for the next four years are provided in the Delivery Program.

Capital Expenditure	2023	2024	2025	2026
Existing Infrastructure Renewals	22,680,526	\$6,966,248	\$8,311,888	\$9,230,470
Projects Carried forward from previous years	\$9,581,680	\$0	\$0	\$0
New Capital Expenditure	\$3,320,429	\$2,598,000	\$9,000,000	\$0
Capital loan repayments	\$854,458	\$1,267,488	\$1,579,593	\$1,547,093
TOTAL	\$36,437,093	\$10,831,736	\$18,891,481	\$10,777,563

The Major Projects and Capital Expenditure Program for 2022/23 will be \$36,437,093
Capital works are funded from the following sources:

- Loans/financing \$8,500,000
- Restricted Funds \$2,505,000
- Retained Earnings \$0
- Council Operations \$7,949,019
- Grants and contributions \$17,483,074



RATE LEVY 2022/23

Council has received advice from the Minister for Local Government that the rate pegging limit for 2022/23 is 0.70%. The maximum increase has been proposed.

The rating structure proposed is consistent with previous years and no changes have been forecast at this stage. Council has tried to spread its rate burden as evenly as possible across all ratepayers. While it is impossible to keep everyone satisfied, the proposed rating structure endeavours to make it as fair and equitable as possible.

The Tourism Special Rate will remain at \$10 per Assessment.

Statement with respect to each ordinary and each special rate proposed to be levied:

No special Rates are proposed for 2022/2023.

In accordance with Sections 534, 535 & 537 of the Local Government Act 1993 Council resolves to make and levy an ordinary rate to comprise of a base rate and an ad valorem rating structure for 2022/23 financial year for every parcel of rateable land within the Wentworth Shire Council as follows:

FARMLAND CATEGORY

Includes all of the lands within the local government area of Wentworth categorised as Farmland except those parcels of rateable land sub categorised as Farmland, Dry Land Grazing and Farmland, Licence/Pump Site/Pipeline.

Farmland

An ordinary rate of 0.00334672 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Farmland, in accordance with Section 515 of the Local Government Act, 1993 be now made

for the 2022/23 rating period, subject to a base amount of (\$510.00) for each assessment.

The base amount accounts for 31.05% of the estimated yield for this category. The estimated yield for this rate is \$1,161,220.89.

Farmland – Dry Land Grazing

An ordinary rate of 0.00269869 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Farmland, sub categorised Dry Land Grazing in accordance with Section 515 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$510.00) for each assessment.

The base amount accounts for 17.94% of the estimated yield for this category. The estimated yield for this rate is \$736,409.

Farmland, Licence/Pump Site/Pipeline

An ordinary rate of 0.004014391 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Farmland, sub categorised Licence/Pump Site/Pipeline, in accordance with Section 515 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$95.00) for each assessment.

The base amount accounts for 43% of the estimated yield for this category. The estimated yield for this rate is \$15,683.

RESIDENTIAL CATEGORY

Wentworth

An ordinary rate of 0.00435451 cents in the dollar on the land value of all rateable lands with Wentworth Shire Council categorised as Residential, sub categorised Wentworth, in accordance with Section 516 of the Local Government Act, 1993 be now made for the



2022/23 rating period, subject to base amount of (\$240.00) for each assessment.

The base amount accounts for 45.09% of the estimated yield for this category. The estimated yield for this rate is \$323,640.

Buronga

An ordinary rate of 0.00382962 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Residential, sub categorised Buronga, in accordance with Section 516 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$260.00) for each assessment.

The base amount accounts for 29.71% of the estimated yield for this category. The estimated yield for this rate is \$426,142.

Gol Gol

An ordinary rate of 0.00470828 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Residential, sub categorised Gol Gol, in accordance with Section 516 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$260.00) for each assessment.

The base amount accounts for 25.76% of the estimated yield for this category. The estimated yield for this rate is \$597,530.

Gol Gol East

An ordinary rate of of 0.00470828 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Residential, sub categorised Gol Gol East, in accordance with Section 516 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$360.00) for each assessment.

The base amount accounts for 22.68% of the estimated yield for this category. The estimated yield for this rate is \$357,091.

Pooncarie

An ordinary rate of 0.01407047 cents in the dollar on the land value of all rateable lands with Wentworth Shire Council categorised as Residential, sub categorised Pooncarie, in accordance with Section 516 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$195.00) for each assessment.

The base amount accounts for 46.60% of the estimated yield for this category. The estimated yield for this rate is \$25,177.

Dareton

An ordinary rate of 0.01659654 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Residential, sub categorised Dareton, in accordance with Section 516 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$195.00) for each assessment.

The base amount accounts for 48.22% of the estimated yield for this category. The estimated yield for this rate is \$76,832.

Rural Residential

An ordinary rate of 0.00382962 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Residential, sub categorised Rural, in accordance with Section 516 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$195.00) for each assessment.



The base amount accounts for 26.15% of the estimated yield for this category. The estimated yield for this rate is \$475,701.

BUSINESS CATEGORY

Includes all of the lands within the local government area of Wentworth categorised as Business except those parcels of rateable land sub categorised as Business, Mourquong; Business, Trentham Cliffs; Business, Arumpo; Business, Wentworth; Business, Pooncarie (including all of the lands within the locality of Pooncarie sub categorised as Business Pooncarie except those lands within the township of Pooncarie).

Business

An ordinary rate of 0.00716264 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Business, in accordance with Section 518 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$270.00) for each assessment.

The base amount accounts for 19.43% of the estimated yield for this category. The estimated yield for this rate is \$261,270.

Business, Wentworth

An ordinary rate of 0.00918108 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Business, sub categorised Wentworth, in accordance with Section 518 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$270.00) for each assessment.

The base amount accounts for 37.89% of the estimated yield for this category. The estimated yield for this rate is \$39,192.

Business, Mourquong

An ordinary rate of 0.30967717 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Business, sub categorised Mourquong, in accordance with Section 518 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$100.00) for each assessment.

The base amount accounts for 0.12% of the estimated yield for this category. The estimated yield for this rate is \$245,545.

Business, Trentham Cliffs

An ordinary rate of 0.00869766 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Business, sub categorised Trentham Cliffs, in accordance with Section 518 of the Local Government Act 1993, be now made for the 2022/23 rating period, subject to a base amount of (\$120.00) for each assessment.

The base amount accounts for 4.17% of the estimated yield for this category. The estimated yield for this rate is \$11,450.

Business, Arumpo

An ordinary rate of 0.06598092 cents in the dollar on the land value of all rateable lands within Wentworth Shire Council categorised as Business, sub categorised Arumpo, in accordance with Section 518 of the Local Government Act, 1993 be now made for the 2022/23 rating period, subject to a base amount of (\$210.00) for each assessment.

The base amount accounts for 1.35% of the estimated yield for this category. The estimated yield for this rate is \$77,522.

Business, Pooncarie



An ordinary rate of 0.08716740 cents in the dollar on the land value of all rateable lands with Wentworth Shire Council categorised as Business, sub categorised Pooncarie, in accordance with Section 518 of the Local Government Act, 1993 be now made for the

2022/23 rating period, subject to a base amount of (\$100.00) for each assessment.

The base amount accounts for 0.02% of the estimated yield for this category. The estimated yield for this rate is \$888,000.

WATER AND SEWER CHARGES

It is necessary to increase Water & Waste Water by 2.50% per property for 2022/23 to cope with the cost of operational and capital expenditure required to provide this service to the ratepayers.

- Water Access Charges will increase by 2.50% per rateable property in 2022/23
- Sewer Access Charges will increase by

- 2.50% per rateable property in 2022/23
- Water Consumption Charges will increase by 2.50% per rateable property in 2022/23.

In accordance with Section 501 of the Local Government Act, 1993 Council resolves to make and levy the following Water and Sewer Charges for each rateable property within Wentworth Shire Council.

WATER CHARGES

Filtered Water	Charge	Unit
Access Charge	\$307.50	per annum
Water Cost - 0-250kl	\$1.28	per kl
Water Cost - over 250kl	\$2.87	per kl
Raw Water	Charge	Unit
Access Charge	\$169.00	per annum
Water Cost - 0-700kl	\$0.46	per kl
Water Cost - over 700kl	\$1.13	per kl

The above proposed charges are for a basic 20mm connection.

FLATS AND UNITS

The access charge will apply to all connections and to Namatjira and resident complexes such as flats. Each flat or unit will be levied at 20mm access charge for raw and filtered water.

The body corporate management committee will then be charged for actual water used. The body corporate will be responsible for the allocation of charges within the complex.

Access Charges are determined by the connection size as follows: -					
Filtered Water	Size (mm)	Assessments	Filtered Water Access Charge	Filtered Water Allowance 1st Step	Notional Income
Residential or Non Residential	20	2,488	307.50	250 kl	\$ 765,060.00
	25	32	480	500 kl	\$ 15,360.00
	32	8	787	750 kl	\$ 6,296.00
	40	17	1,230	1,000 kl	\$ 20,910.00
	50	14	1,921	1,750 kl	\$ 26,894.00
	80	2	4,920	4,000 kl	\$ 9,840.00
	100	1	7,687	6,250 kl	\$ 7,687.00
	150	0	17,296	14,000 kl	\$ 0.00
	200	0	30,750		\$ 0.00
					\$ 852,047.00
Raw Water	Size (mm)	Assessments	Raw Water Access Charge	Allowance 1st Step	Notional Income
Residential or Non Residential	20	2,344	169	700 kl	\$ 396,136.00
	25	42	264	1,400 kl	\$ 11,088.00
	32	11	433	2,100 kl	\$ 4,763.00
	40	19	676	2,800 kl	\$ 12,844.00
	50	16	1,056	4,900 kl	\$ 16,896.00
	80	3	2,704	11,200 kl	\$ 8,112.00
	100	1	4,225	17,500 kl	\$ 4,225.00
	150		9,506	39,200 kl	\$ 0.00
	200		16,900		\$ 0.00
					\$ 454,064.00



Rural 1(c) Raw Water				
Size of Connection		Access Charge	First Step \$0.26	Second Step \$0.82
20mm	235	\$231.00	0-2,000 kilolitres	2,001+ kilolitres
Rural Raw Water Only	24	\$231.00	0-2,000 Kilolitres	2,001+ kilolitres
				\$ 54,900.00
Industrial Water				
Filtered		Up to 4,000kl	\$1.12	per kl
		Next 4,000kl	\$1.84	per kl
		Next 4,000kl	\$1.74	per kl
		over 12,000kl	\$1.64	per kl

Total Water Access Charges \$ 1,365,940.00

PENSIONER CONCESSIONS

Water pensioner concessions \$32,000



SEWERAGE CHARGES

Description	Assess	Charge	Notional Income	Pensioner Rebate
Sewerage Connected	1,859	840.50	\$1,562,490	\$29,500
Sewerage Unconnected	140	570.00	\$79,800	
Sewerage 1st Pedestal	30	840.50	\$25,215	
Sewerage Pedestal WC	706	118.00	\$83,308	
Sewerage Urinal	60	58.00	\$3,480	
Sewerage Church WC	38	63.00	\$2,394	
Sewerage 2 Flats	8	1,260.75	\$10,086	
Sewerage 3 Flats	4	1,681.00	\$6,724	
Sewerage 4 Flats	4	2,101.25	\$8,405	
Sewerage 5 Flats	4	2,521.50	\$10,086	
Sewerage 6 Flats	3	2,941.75	\$8,825	
Sewerage 7 Flats	3	3,362.00	\$10,086	
Sewerage 9 Flats	0	4,205.50	\$0.00	
Sewerage 10 Flats	1	4,622.75	\$4,623	
Sewerage 12 Flats	1	5,463.25	\$5,463	
Sewerage 14 Flats	0	6,303.75	\$0.00	
			\$1,820,985	\$29,500



DOMESTIC WASTE

Domestic Waste collection charges will increase by 2.50% per annum in order to keep up with the increased cost of collection.

In accordance with Section 496 of the Local

Government Act 1993, Council resolves to charge the following Domestic Waste Management Charge for each rateable residential property within Wentworth Shire Council.

Garbage Charges				
Description	Assess	Charge	Notional Income	Pensioner Rebate
Domestic Waste Urban	2,215	252	\$558,180	\$26,000
Domestic Waste Rural	981	307.50	\$301,658	\$6,000
			\$859,838	\$32,000

In accordance with Section 532 of the Local Government Act 1993, Council will adopt its rates and charges after public notice is given and after due consideration of submissions received.

Statement of the types of fees to be charged by Council and the amounts of each such fee:

Section 612 of the Local Government Act 1993 prohibits Council from determining a fee until it has given public notice of its draft delivery and operational plans for the year in which the fee is to be made and has considered any submissions received.

Council will adopt the 2022/23 fees and charges schedule on 29 June 2022, after consideration of all written submissions by residents and ratepayers.

Refer to attached document for the fees and charges schedule.

Statement of Council's Pricing Policy with respect to the goods and services provided by it

Reference is made to Council's Pricing Policy in its Annual Fees and Charges 2022/23. The Pricing Policy is related to the degree of cost recovery, having regard to the following factors:

- Equity objectives
- User pays principle
- Cross subsidisation objectives

- Financial objectives
- Customer objectives
- Resource use objectives
- GST

Council's broad policies on revenue are:



- Council will ensure all rates, fees and charges will be levied equitably;
- Council supports the user pays principle in assessing the levying of fees and charges and the amount to which they are set, while considering the needs of those in the community who are unable to meet their own needs, and
- Council will pursue all cost effective opportunities to maximise its revenue base.

The pricing policy referred to in the Annual Fees and Charges for 2022/23 is based on a selection of one of the following choices:

- The pursuit of full cost recovery (100% of identified costs).

- The application of partial cost recovery (reflecting the impact of public good constraints and/or community service obligations).
- The application of zero cost recovery (reflecting an inability to charge a fee).
- The application of a reference price (a fee or charge set by statute or regulation).
- The pursuit of a commercial rate of return on capital invested (to reflect the capital risks involved in the provision of a particular service).

Statement of the amounts or rates proposed to be charged for the carrying out by Council of work on private land

Council may by agreement with the owner or occupier of any private land, carry out on the land any kind of work that may lawfully be carried out on the land (Section 67(1) Local Government Act 1993).

Examples of private works are:

- Paving and road making;
- Kerbing and guttering;
- Fencing and ditching;

- Tree planting and maintenance;
- Demolition and excavation;
- Land clearing and tree felling;
- Water, sewerage and drainage connections; and
- Traffic Management Services.

This type of work is to be charged at cost with a percentage charge of 10% added for profit purposes.

Statement of proposed borrowings

The Wentworth Shire Council is proposing to borrow/finance up to \$8,000,000 in 2022/23 to help fund capital requirements for the redevelopment of the:

- Wentworth Civic Centre; and
- Willowbend Caravan Park



WENTWORTH SHIRE COUNCIL OPERATIONAL PLAN

Annual Fees and Charges

WENTWORTH
SHIRE COUNCIL



The Annual Fees and Charges forms part of the 2022/23 Operational Plan

These documents have been prepared in accordance with Section 403(2) of the Local Government Act 1993



ANNUAL FEES AND CHARGES

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ECONOMIC DEVELOPMENT AND TOURISM

Paddle Steamer Ruby Hire

Day Cruises from Wentworth Wharf	Unit of Measure	Fee (Including GST)	GST
One Hour Ruby Cruise - minimum booking 30 passengers			
Adult ticket (aged 18 and over)		\$30.00	10%
Child under 18 years of age and Concessional Card Holders		\$20.00	10%
Child under 12 years of age		Free	10%
Family ticket (2 Adults & 2 children)		\$76.00	10%
Two Hour Ruby Cruise - including Lock passage minimum booking 25 passengers			
Adult ticket (aged 18 and over)		\$45.00	10%
Child under 18 years of age and Concessional Card Holders		\$25.00	10%
Child under 12 years of age		Free	10%
Family ticket (2 Adults & 2 children)		\$116.00	10%
Overnight Cruises from Wentworth Wharf of Fotherby Park, including dinner, bed & breakfast	Unit of Measure	Fee (Including GST)	GST
1 night - 4 hours steaming and returning to Wentworth	per person	\$236.00	10%
2 nights - 8 hours steaming and return to Wentworth	per person	\$471.00	10%
Longer cruises by arrangement	per person	Quote per charter	10%
Group Booking Packages			
Discount of 10% is available when one booking fills the vessel manifest			
Static Vessel Hire at Wentworth Wharf or Fotherby Park (see note 6)	Unit of Measure	Fee (Including GST)	GST
Overnight Accommodation Hire at Wentworth Wharf or Fotherby Park			
Cabin accommodation only - Minimum 20 adult passengers	per person	\$45.00	10%
Cabin including breakfast - Minimum 20 adult passengers	per person	\$57.00	10%
Cabin including dinner, bed & breakfast - Minimum 20 adult passengers	per person	\$116.00	10%
Static Vessel Hire at Fotherby Park	Unit of Measure	Fee (Including GST)	GST
Group Hire - Full day, dry hire - Maximum 30 passengers (NO BYO)		\$957.00	10%
Conference Hire - Full day, light lunch & refreshments - Maximum 25 passengers		\$1,915.00	10%
Celebration Hire - Half day hire - Maximum 80 passengers on vessel (NO BYO)		\$1,915.00	10%
* A Bond is payable for all Static Hire Bookings		\$500.00	0%
Additional Information	Unit of Measure	Fee (Including GST)	GST
Audio Visual Equipment Hire			
LCD Screen and DVD Player	per day	\$60.00	10%
Specialty Catering Requests			
Any special catering packages/requirements are to be negotiated at additional cost.			10%
Cleaning & Rubbish removal (all hiring's)			
Note: Hirers are responsible for cleaning and rubbish removal. If required, the cost for additional cleaning & rubbish removal will be deducted from the bond. An invoice will be raised for amounts in excess of the bond paid.		Cost	10%

**Paddle Steamer Ruby Hire additional notes**

- The Vessel may only carry 100 day passengers
- The Wheelhouse deck may only carry 30 persons at a time
- The passenger deck may only carry 60 persons at any time
- All passengers under 18 must be accompanied by an adult
- Overnight Cruises require 20 passengers to fill a booking.
- Fotherby Park provides overnight parking in a CCTV controlled area
- Each cabin has one upper and one lower bunk
- Luggage space in cabins is limited
- Linen is also included in all overnight cruises
- Single cabin occupancy rate is 70% of the fees shown
- Special dietary requirements are to be made known at the time of booking
- There are no disabled or wheelchair facilities on board
- Animals are not permitted on board
- An Officer of P.S. Ruby will be in attendance at all hire events
- Extra security is the responsibility of the hirer

Note: Embarkation may be cancelled by the Captain at his absolute discretion.



PLANNING AND DEVELOPMENT APPLICATIONS

DEVELOPMENT AND CONSTRUCTION

Construction Certificates	Fee (Including GST)	GST
The Long Service Levy Corporation Fee is payable at 0.35% of the value of building and construction work where the cost of the building is \$25,000 or more (inclusive of GST). The levy calculator can be accessed at http://www.longservice.nsw.gov.au/bci/levy/other-information/levy-calculator		
Class 1a Buildings (Dwellings)		
Up to \$5,000	\$457.00	10%
\$5,001 to \$20,000 of Building Value	\$560.00	10%
\$20,001 to \$100,000 of Building Value	\$1,115.00	10%
\$100,001 to \$250,000 of Building Value	\$1,780.00	10%
\$250,001 + of Building Value	\$2,026 plus \$1.89 per \$1,000 over \$250,000	10%
Class 10 Buildings (Sheds, Carports, Pools, Fences)		
Up to \$5,000	\$457.00	10%
\$5,001 to \$20,000 of Building Value	\$519.00	10%
\$20,001 to \$100,000 of Building Value	\$772.00	10%
\$100,001 to \$250,000 of Building Value	\$1,096.00	10%
\$250,001 + of Building Value	\$1,333 plus \$1.79 per \$1,000 over \$250,000	10%
Class 2 - 9 Buildings (Commercial, Industrial & Public Buildings)		
Up to \$5,000	\$560.00	10%
\$5,001 to \$20,000 of Building Value	\$1,115.00	10%
\$20,001 to \$100,000 of Building Value	\$1,780.00	10%
\$100,001 to \$250,000 of Building Value	\$2,234.00	10%
\$250,001 + of Building Value	\$2,583 plus \$2.00 per \$1,000 over \$250,000	10%
Contribution Plan (if applicable)		
Up to \$100,000	0%	10%
\$100,001 to \$200,000	0.50%	10%
\$200,001 and above	1%	10%



Complying Development Certificates	Fee (Including GST)	GST
The Long Service Levy Corporation Fee is payable at 0.35% of the value of building and construction work where the cost of the building is \$25,000 or more (inclusive of GST). The levy calculator can be accessed at http://www.longservice.nsw.gov.au/bci/levy/other-information/levy-calculator		
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\$20,001 to \$100,000 of Building Value	\$1,780.00	10%
\$100,001 to \$250,000 of Building Value	\$2,234.00	10%
\$250,001 + of Building Value	\$2,583 plus \$2.00 per \$1,000 over \$250,000	10%
Contribution Plan (if applicable)		
Up to \$100,000	0%	10%
\$100,001 to \$200,000	0.50%	10%
\$200,001 and above	1%	10%



Civil Works	Fee (Including GST)	GST
The Long Service Levy Corporation Fee is payable at 0.35% of the value of building and construction work where the cost of the building is \$25,000 or more (inclusive of GST). The levy calculator can be accessed at http://www.longservice.nsw.gov.au/bci/levy/other-information/levy-calculator		
Plan Checking Fee		
2- 3 Lots	\$128.00	10%
4 - 20 Lots	\$382.00	10%
21 - 49 Lots	\$637.00	10%
50 Plus Lots	\$891.00	10%
Subdivision Construction Certificate	\$924 or 1.5% of total project cost whichever is greater	10%
Tapping Fee – to be determined on a case by case basis	Actual Cost	10%
Street Trees Contribution – per tree	\$100.00	
Contribution Plan (if applicable)		
Up to \$100,000	0%	10%
\$100,001 to \$200,000	0.50%	10%
\$200,001 and above	1%	10%
Headworks Charges (Servicing Plans 1 & 2)		
Filtered water fee (per Lot)	\$1,595.00	0%
Filtered water fee (per Lot) – Trentham	\$5,000.00	0%
Unfiltered water fee (per Lot)	\$1,728.00	0%
Sewerage Fee (per Lot)	\$8,340.00	0%
Sewerage Fee (per Lot) – Trentham	\$5,000.00	0%
Stormwater Fee	\$0.94 per sqm of original area to be subdivided	0%



Sundry Building Fees	Fee (Including GST)	GST
Certificate and progress reports on buildings under construction	\$179.00	10%
Minor amendments to Construction Certificates / Complying Development Certificates	\$179.00	10%
Amendment > 50% of plan – Construction / Complying Development Certificates	50% of fee for new application	10%
Re-inspection for a critical stage building inspection	\$105.00	10%
Subscriber fee for provision of ABS data – full year	\$228.00	0%
Search and copy of records (per search)	\$101.00	0%
Copy of building plans (per sheet)	Standard Copy Fee	10%
Private Certifier lodgement fee (cl 263 EP&A Reg 2000)	\$36.00	0%
Submitting application for construction certificate, subdivision works certificate, occupation certificate, subdivision certificate, building information certificate or complying development certificate on the NSW planning portal.	\$40.00	0%
Application for inspection of dwelling to be re-sited		
- dwelling outside of Council area	\$367 + .88c per km	10%
- dwelling within Council area	\$387.00	10%
Building Information Certificate – Class 1 & 10 where work involves no additional floor space (cl 260 EP&A Reg 2000)	TBC	0%
Building Information Certificate – Class 1 & 10 involving additional floor space (cl 260 EP&A Reg 2000)	TBC	0%
Inspection Fee where more than one inspection is required prior to issuing a Building Information Certificate (cl 260(2) EP&A Reg 2000)	TBC	10%
Building Information Certificate where a DA, CDC or CC was required for the erection of the building or any of the other conditions prescribed in Regulation 260(3A) of the EP & A Act Apply. Note: DA, CC or CDC fee addition only applies if the building erection/alteration happened 2 years immediately preceding date of building certificate application.	TBC	0%
Fee for copy of a Building Information Certificate (cl 261 EP&A Reg 2000)	TBC	0%
Infrastructure Protection Permit Fee (includes inspections)	\$210.00	0%
Infrastructure Bond (Refundable) – This bond applies to all construction works \$25,001 and above.	\$3,000.00	0%

Note: Due to changes in Planning regulations, the fees for Building Information Certificates will be updated once the department has provided updated amendments and fee schedules.



PLANNING AND DEVELOPMENT APPLICATIONS

DEVELOPMENT AND CONSTRUCTION

Swimming Pool Fence Inspection Fee	Fee (Including GST)	GST
Audit inspection initiated by Council – 1 st Inspection	\$0.00	0%
Mandatory inspection for a swimming pool (cl 18A Swimming Pool Reg 2008)	\$150.00	10%
Follow up inspection when 1 st inspection not compliant (cl 18A Swimming Pool Reg 2008)	\$100.00	10%
Local Government Act Approvals	Fee (Including GST)	GST
Application to install on-site Sewerage Management System (Septic Tank/AWTS)	\$476.00	0%
Application to alter on-site Sewerage Management System (Septic Tank/AWTS)	\$476.00	0%
Application to amend existing approval to install an on-site sewerage management system	\$226.00	
Install Grey Water System	\$273.00	0%
Amend Grey Water System	\$155.00	0%
Raw Water Sign	\$6.00	10%
Trade Waste Discharge Application Fee	\$673.00	10%
Industrial Sewerage Management System (20 plus persons)	\$673.00	0%
Amendment to Industrial Sewerage Management System (20 plus persons)	\$673.00	0%
Application for approval to connect to sewer	\$476.00	0%
Application to alter existing sewer plan	\$476.00	0%
Re-inspection for a mandatory plumbing inspection stage	\$105.00	0%
Section 68 Installation of a Relocatable Home, Moveable Dwelling or Associated Structure		
Up to \$5,000 of Building Value	\$53 + 0.5%	10%
\$5,001 - \$100,000 of Building Value	\$79 + 0.3%	10%
\$100,001 - \$250,000 of Building Value	\$378 + 0.2%	10%
>\$250,001 of Building Value	\$693 + 0.1%	10%
Stormwater Legal Point of Discharge	\$80.00	0%
Caravan Parks – Inspection fee + (per site) 5 year fee	\$300 + \$5 (per site)	0%
Caravan Parks noncompliance re-inspection fee (per hour)	\$192.00	0%
Section 68 Local Government Approvals not otherwise listed – Refer Appendix B	\$256.00	0%



Development Applications	Fee (Including GST)	GST
Schedule 4, Part 2, EP&A Regulation 2021		
Up to \$5,000	\$129.00	0%
From \$5,001 to \$50,000	\$198 plus \$3 per \$1,000 (or part of \$1,000) of the estimated cost	0%
From \$50,001 to \$250,000	\$412 plus \$3.64 per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$50,000	0%
From \$250,001 to \$500,000	\$1,356 plus \$2.34 per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	0%
From \$500,001 to \$1,000,000	\$2,041 plus \$1.64 per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	0%
From \$1,000,001 to \$10,000,000	\$3,058 plus \$1.44 per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	0%
More than \$10,000,001	\$18,565 plus \$1.19 per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	0%
Development application for development not involving the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a work or building.	\$333.00	0%
Development application for advertising signs where the lodgment fee based on the cost of works is less than \$333.00.	\$333 plus \$93.00 for each additional advertisement.	0%



Fees for Application for Modification of Consent Schedule 4 Part 4 EP&A Reg 2021	Fee (Including GST)	GST
Modification under section 4.55 (1)	\$83.00	0%
Modification of DA under S4.55(1A) or & S4.56(1) minimal environmental impact.	50% of original DA fee up to the maximum fee of \$754 – whichever is the lesser.	0%
Modification of DA under S4.55(2) or S4.56(1) that does not involve minimal environmental impact if the fee for the original application was less than 1 fee unit.	50% of original fee.	0%
Modification of DA under S4.55(2) or S4.56(1) that does not involve minimal environmental impact if the fee for the original application was 1 fee unit or more if the application did not involve erection of a building, carrying out of work or demolition of work or building.	50% of original fee.	0%
Modification of DA under S4.55(2) or 4.56(1) that does not involve minimal environmental impact if the fee for original application was 1 fee unit or more.	\$222.00	0%
Modification of DA under S4.55(2) or 4.56(1) that does not involve minimal environmental impact if the fee for the original application was for the erection of a dwelling house with an estimated cost of \$100,000 or less.	\$222.00	0%
Where Council is required to give notice under S4.55(2) or S4.56(1) of the Act.	\$778.00	0%
Modification for S4.55(2) or S4.56(1) that does not involve minimal environmental impact and the original application fee was 1 unit or more and application relates to an original development application.		
Up to \$5,000	\$64.00	0%
\$5,001 to \$250,000	\$99.00 plus \$1.50 per \$1,000 by which estimated cost exceeds \$5,000.	0%
\$250,001 to \$500,000	\$585.00 plus \$0.85 per \$1,000 by which estimated cost exceeds \$250,000.	0%
\$500,001 to \$1,000,000	\$833.00 plus \$0.50 per \$1,000 by which estimated cost exceeds \$500,000.	0%
\$1,000,001 to \$10,000,000	\$1,154.00 plus \$0.40 per \$1,000 by which estimated cost exceeds \$1,000,000.	0%
More than \$10,000,000	\$5,540.00 plus \$0.27 per \$1,000 by which estimated cost exceeds \$10,000,000.	0%
Request for LEP Amendment	\$7,019.00	0%
Request for s8.2(1) (C) review of decision to reject an application - Schedule 4 Part 7 EP&A Reg 2021.		
Where the estimated cost of development is less than \$100,000	\$64.00	0%
Where the estimated cost of development is more than \$100,000 but is less than or equal to \$1,000,000	\$175.00	0%



Where the estimated cost of development is more than \$1,000,000	\$292.00	0%
Request for Review of Determination – Schedule 4 Part 7 EP&A Reg 2021		0%
Review of development application not involve the erection of building, the carrying out of a work or the demolition of a work or building.	50% of the original lodgment fee	0%
Review of development application involving the erection of a dwelling-house with an estimated cost of construction of \$100,000 or less	\$222.00	0%
In the case of any other development application		
Estimated development costs up to \$5,000	\$64.00	0%
Estimated development costs of between \$5,001 - \$250,000	\$100, plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost exceeding \$5,000	0%
Estimated development costs of between \$250,001 - \$500,000	\$585, plus an additional \$0.85 for each \$1,000 (or part of \$1,000) of the estimated cost exceeding \$250,000	0%
Estimated development costs of between \$500,001 - \$1,000,000	\$833, plus an additional \$0.50 for each \$1,000 (or part of \$1,000) of the estimated cost exceeding \$500,000	0%
Estimated development costs of between \$1,000,001 - \$10,000,000	\$1,154, plus an additional \$0.40 for each \$1,000 (or part of \$1,000) of the estimated cost exceeding \$1,000,000	0%
Estimated development costs in excess of \$10,000,000	\$5,540, plus an additional \$0.27 for each \$1,000 (or part of \$1,000) of the estimated cost exceeding \$10,000,000	0%
Where Council is required to give notice under S8.3 of the Act	Up to \$725.00	0%
Subdivisions Schedule 4 Part 2 EP&A Reg 2021	Fee (Including GST)	GST
Development Application Lodgement without road opening	\$386 plus \$53 for every additional lot created by the subdivision	0%
Involving opening of a public road	\$777 plus \$65 for every additional lot created by the subdivision	0%
Strata Subdivision	\$386 plus \$65 for every additional lot created by the subdivision	0%
Subdivision Certificate Application Fee	\$231 plus \$5.00 per lot	10%



Section 10.7 Certificates	Fee (Including GST)	GST
Certificate under Section 10.7 (2) & (5) - Per Lot	\$156.00	0%
Certificate under Section 10.7 (2) - Per Lot	\$62.00	0%
Certificate under Section 10.7 (5) - Per Lot	\$94.00	0%
Certificate under Section 10.7 Urgent Fee	\$134.00	0%
Sewer Diagram	\$22.00	0%
Notification of Outstanding Orders	\$80.00	10%
Certificate under Section 735A of the Local Government Act 1993	\$80.00	10%
Designated Development Schedule 4 Part 3 EP&A Reg 2021	Fee (Including GST)	GST
In addition to any other fees payable for a development application an additional fee is payable for a designated development.	\$1,076.00	0%
Designated Development Advertising Fee	\$3,586.00	0%
Integrated Development Schedule 4 Part 3 – item 3.1 EP&A Reg 2021	Fee (Including GST)	GST
In addition to any other fees payable for a development application an additional fee is payable for an integrated development (cl 253 EP&A Reg 2000)	\$164.00	0%
Giving notice for nominated integrated development, threatened species development or Class 1 aquaculture development.	Up to \$1,292.00	0%
Note: Applicants are required to pay an additional \$374.00 to each concurrence Authority.		
Any Development Requiring Concurrence not assumed by Council	Fee (Including GST)	GST
Fee to Council as consent authority	\$164.00	0%
Note: Applicants are required to pay an additional \$374.00 to each concurrence Authority.		
Giving Notice of Prohibited Development	Fee (Including GST)	GST
Fee to give notice of Prohibited development	\$1,292.00	0%
Provision of Certified copy of Documents, maps or plans – Schedule 4 Part 9 – item 9.9	Fee (Including GST)	GST
Fee to give notice of Prohibited development	\$62.00	0%
Permissive Occupancy Licence Fees	Fee (Including GST)	GST
Application Fee (new or transfer)	\$218.00	0%
Annual Rent Payable	\$218.00	0%
Application for Mooring Sites	Fee (Including GST)	GST
Mooring Sites (private)	\$347.00	0%
Mooring Sites (commercial)	\$687.00	0%



REGULATORY FUNCTIONS

PUBLIC HEALTH PROGRAM INSPECTION FEES

Public Health Program Inspection Fees	Fee (Including GST)	GST
Food Premises Registration/Change of Details Fee	\$61.00	0%
Food premises - administration fee (yearly)	\$200.00	10%
Food premises - fee per inspection	\$160.00	0%
Maximum fee for issuing improvement notice (including one inspection)	\$330.00	0%
Hairdressers and like Premises Registration/Change of Details Fee	\$116.00	0%
Hairdressers and like Premises - administration fee (yearly)	\$188.00	10%
Hairdressers and like Premises - fee per inspection	\$149.00	0%
Maximum fee for issuing improvement notice (including one reinspection)	\$465.00	0%
Temporary Event - Application to Sell Food Fee (single day/event)	\$66.00	0%
Annual approval (covers all events for the year)	\$166.00	0%
Mobile Vendor Permit – Application to Sell Food		
New Application Annual Fee	\$66.00	0%
Renewal Application Annual Fee	\$166.00	0%
Skin Penetration Premises Registration/Change of Details Fee	\$179.00	0%
Skin Penetration Premises – administration fee (yearly)	\$188.00	10%
Skin Penetration Premises – fee per inspection	\$149.00	0%
Accommodation Premises Registration/Change of Details Fee	\$116.00	0%
Accommodation Premises – administration fee (yearly)	\$188.00	10%
Accommodation Premises – fee per inspection	\$149.00	0%
Cooling Towers - administration fee (yearly)	\$320.00	10%
Cooling Towers - fee per inspection	\$149.00	0%
Cooling Towers - per km	\$0.38 per km	0%
Warm Water Systems Inspections – administration fee (yearly)	\$188.00	10%
Warm Water System - fee per inspection	\$149.00	0%
Warm Water System - per km	\$0.38 per km	0%
Swimming Pool and/or Spa Pool Registration/Change of Details Fee	\$116.00	0%
Swimming Pool and/or Spa Pool – administration fee (yearly)	\$188.00	10%
Swimming Pool and/or Spa Pool – fee per inspection	\$149.00	0%
Note: A minimum of 1 inspection conducted annually, depending on hazard rating. Some premises may have up to 4 scheduled inspection per year.		



NSW Food Regulation 2015 Fees	Fee (Including GST)	GST
Registration/Change of Details Fee	\$61.00	0%
Administration Fee (yearly) Up to and including 5 FTE food handlers	\$390.00	10%
Administration Fee (yearly) More than 5 but not more than 50 FTE food handlers	\$450.00	10%
Administration Fee (yearly) More than 50 FTE food handlers	\$600.00	10%
Fee per Inspection per hour	\$299.00	0%
Maximum fee for issuing improvement notice	\$347.00	0%

COMPANION ANIMAL FEES

Other Regulatory Function Charges	Fee (Including GST)	GST
Micro-chipping Service	\$62.00	10%
Surrender Fees	\$105.00	0%
Release Fee - Cats	\$105.00	0%
Release Fee - Dogs	\$105.00	0%
Release Fee - Livestock (per animal)	\$105.00	0%
Livestock Sustenance - per day	\$18.00	10%
Trap Hire - Refundable Deposit	\$30.00	0%
Impounded Vehicles	\$541.00	10%
Animal Services Officer - After hours attendance (in addition to any fines imposed)	\$290.00	10%
Lifetime Registration Fees (as per Companion Animals Regulation 2008)	Fee (Including GST)	GST
Dog - Desexed (by relevant age)	\$66.00	0%
Dog – Desexed (by relevant age eligible pensioner)	\$27.00	0%
Dog – Desexed (sold by pound/shelter)	Free	0%
Dog - Not-Desexed or Desexed (after relevant age)	\$224.00	0%
Dog – Not Desexed (not recommended)	\$66.00	0%
Dog – Not Desexed (recognised breeder)	\$66.00	0%
Dog – Working	Free	0%
Dog – Service of the State	Free	0%
Lifetime Registration – Assistant Animals	Free	0%
Cat – Desexed or Not Desexed	\$56.00	0%



Cat – Eligible Pensioner	\$27.00	0%
Cat – Desexed (sold by pound/shelter)	Free	0%
Cat – Not Desexed (not recommended)	\$56.00	0%
Cat – Not Desexed (recognised breeder)	\$56.00	0%
Registration late fee	\$18.00	0%
Annual Permits	Fee (Including GST)	GST
Cats under 4 months not desexed	\$81.00	0%
Restricted Breed and Dangerous Dogs	\$197.00	0%
Permit late fee	\$18.00	0%

Note 1: The lifetime registration fees are set by the Office of Local Government and subject to change by the office of Local Government. The fees shown reflect amendments effective from 1 July 2021.

Note 2: The Annual Permit fees are set by the Office of Local Government and subject to change by the Office of Local Government and are payable in addition to the one-off lifetime registration fee. The fees shown reflect amendments effective 1 July 2021



WASTE MANAGEMENT CHARGES

Landfill Charges	Fee (Including GST)	GST
1 Bag of Rubbish	\$6.00	10%
Station wagon / car boot	\$17.00	10%
240 ltr MGB	\$17.00	10%
Domestic (Home) Waste		
6 x 4 Trailer / Utility - water level	\$22.00	10%
6 x 4 Trailer / Utility - heaped	\$40.00	10%
6 x 4 Trailer / Utility - caged	\$59.00	10%
7 x 4 Tandem Trailer or larger - water level	\$44.00	10%
7 x 4 Tandem Trailer or larger - heaped	\$67.00	10%
7 x 4 Tandem Trailer or larger - caged	\$91.00	10%
Commercial/Industrial (Work) Waste		
6 x 4 Trailer / Utility - water level	\$34.00	10%
6 x 4 Trailer / Utility - heaped	\$60.00	10%
6 x 4 Trailer / Utility - caged	\$87.00	10%
7 x 4 Tandem Trailer or larger - water level	\$66.00	10%
7 x 4 Tandem Trailer or larger - heaped	\$101.00	10%
7 x 4 Tandem Trailer or larger - caged	\$138.00	10%
Green Waste (Domestic)		
6 x 4 Trailer / Utility - water level	\$4.00	10%
6 x 4 Trailer / Utility - heaped	\$7.00	10%
6 x 4 Trailer / Utility - caged	\$12.00	10%
7 x 4 Tandem Trailer or larger - water level	\$7.00	10%
7 x 4 Tandem Trailer or larger - heaped	\$12.00	10%
7 x 4 Tandem Trailer or larger - caged	\$16.00	10%
Green Waste (Commercial/Industrial)		
6 x 4 Trailer / Utility - water level	\$6.00	10%
6 x 4 Trailer / Utility - heaped	\$12.00	10%
6 x 4 Trailer / Utility - caged	\$18.00	10%
7 x 4 Tandem Trailer or larger - water level	\$12.00	10%
7 x 4 Tandem Trailer or larger - heaped	\$18.00	10%
7 x 4 Tandem Trailer or larger - caged	\$24.00	10%
Truck loads - (per tonne)	\$157.80	10%
Concrete (per tonne) - excluding concrete pipes	\$120.00	10%
Asbestos (per tonne)	\$225.00	10%
Problematic Waste	\$206.80	10%
Disposal of car bodies	NIL	0%
Car and Motorbike Tyres	\$17.00	10%
Small Truck Tyres	\$24.00	10%
Large Truck Tyres	\$44.00	10%
Super Single Tyre	\$44.00	10%
Earthmoving/Tractor Tyres	\$184.00	10%
Waste Oil (petroleum oils only) (Buronga & Wentworth only)	NIL	0%
Scrap Metal - clean fill	NIL	0%
Chemical Drums (clean and dry)	NIL	0%
Recycling (paper, cans, plastic bottles, glass)	NIL	0%
Cardboard, batteries, gas cylinders	NIL	0%
Mattress - Single	\$20.00	10%
Mattress - Double or bigger	\$38.00	10%
Deep Burial	\$174.00	10%



TRADE WASTE CHARGES

Trade Waste Fees and Usage Charges	Fee (Including GST)	GST
Annual Trade Waste Fee		
Category 1 Discharger	\$131.00	10%
Category 2 Discharger	\$261.00	10%
Large Discharger	\$878.00	10%
Industrial Discharger	\$261.00	10%
Re-inspection Fee	\$123.00	10%
Trade Waste Usage Charges per kL		
Category 1 Discharge with appropriate equipment (note 1)	\$0.00	10%
Category 1 Discharge without appropriate pre-treatment	\$5.00	10%
Category 2 Discharge with appropriate equipment (note 1)	\$245.00	10%
Category 2 Discharge without appropriate pre-treatment	\$23.00	10%
Food Waste Disposal	\$42.00	10%
Non-compliance pH charge		
Value of coefficient K in equation 3 of Liquid Trade Waste Policy	\$4.00	10%
Excess Mass Charges - Substance price per kg	Fee (Including GST)	GST
Aluminium	\$4.00	10%
Ammonia (as N)	\$5.00	10%
Arsenic	\$110.00	10%
Barium	\$54.00	10%
Biochemical oxygen demand (BOD)	\$110.00	10%
Boron	\$110.00	10%
Bromide	\$23.00	10%
Cadmium	\$509.00	10%
Chloride	\$4.00	10%
Chlorinated hydrocarbons	\$54.00	10%
Chlorinated phenolics	\$2,202.00	10%
Chlorine	\$5.00	10%
Chromium	\$36.00	10%
Cobalt	\$23.00	10%
Copper	\$23.00	10%
Cyanide	\$110.00	10%
Fluoride	\$7.00	10%
Formaldehyde	\$5.00	10%
Oil and Grease (Total O&G)	\$4.00	10%
Herbicides/defoliants	\$1,101.00	10%
Iron	\$5.00	10%



Excess Mass Charges - Substance price per kg	Fee (Including GST)	GST
Lead	\$54.00	10%
Lithium	\$12.00	10%
Manganese	\$12.00	10%
Mercaptans	\$110.00	10%
Mercury	\$3,670.00	10%
Methylene blue active substances (MBAS)	\$110.00	10%
Molybdenum	\$110.00	10%
Nickel	\$36.00	10%
Nitrogen (Total Kjeldahl Nitrogen - Ammonia) as N	\$27.00	10%
Organoarsenic compounds	\$1,101.00	10%
Pesticides general (excludes organochlorines and organophosphates)	\$1,101.00	10%
Petroleum hydrocarbons (non-flammable)	\$6.00	10%
Phenolic compounds (non-chlorinated)	\$12.00	10%
Phosphorous (Total PP)	\$5.00	10%
Polynuclear aromatic hydrocarbons	\$23.00	10%
Selenium	\$78.00	10%
Silver	\$4.00	10%
Sulphate (SO ₄)	\$4.00	10%
Sulphide	\$5.00	10%
Sulphite	\$5.00	10%
Suspended Solids (SS)	\$4.00	10%
Thiosulphate	\$4.00	10%
Tin	\$12.00	10%
Total dissolved solids (TDS)	\$3.00	10%
Uranium	\$12.00	10%
Zinc	\$23.00	10%
Charges for tankered waste - Fees in \$/kL (note 1)	Fee (Including GST)	GST
Chemical Toilet	\$24.00	0%
Septic Tank Waste		
Effluent	\$5.00	0%
Septage	\$30.00	0%
Charges for use of Riverboat Pump-Out Stations (per each dump)	Fee (Including GST)	GST
Disposal of effluent from riverboats	\$30.00	10%
Use of key to access pump out facility (refundable deposit)	\$30.00	0%

Note: Only applies to liquid trade waste dischargers with appropriately and/or maintained pre-treatment facilities.



FINANCE AND CUSTOMER SERVICE FEES

GIPA Requests	Unit of Measure	Fee (Including GST)	GST
Government Information Public Access Request (GIPA)			
Application Fee (as per the Act)		\$30.00	0%
Processing Charges (1st hour included, cost per each hour thereafter) as per the Act		\$30.00	0%
Retrieval and copying of previous years Council Minutes (charge is per meeting)		\$40.00	0%
Sundry Charges	Unit of Measure	Fee (Including GST)	GST
Photocopying A4		\$0.25	10%
Photocopying A3		\$0.50	10%
Colour Photocopying A4		\$1.00	10%
Colour Photocopying A3		\$2.00	10%
Grants – Preparation of funding applications on behalf of others	per hour	\$111.00	10%
Grants – Auspice of grant funds on behalf of others (this covers preparation of reports for funding body & audit certificate)		\$1,629 plus 1% of funding amount	10%
Map Copy Charges - Full Colour A2		\$8.00	10%
Map Copy Charges - Full Colour A1		\$12.00	10%
Map Copy Charges - Full Colour A0		\$16.00	10%
Map Copy Charges - Line Art A2		\$4.00	10%
Map Copy Charges - Line Art A1		\$7.00	10%
Map Copy Charges - Line Art A0		\$8.00	10%
Map Copy Charges - Imagery A2		\$12.00	10%
Map Copy Charges - Imagery A1		\$20.00	10%
Map Copy Charges - Imagery A0		\$23.00	10%
Laminating A4		\$5.00	10%
Laminating A3		\$9.00	10%
Scanning - small black & white logos etc.		\$7.00	10%
Scanning - colour photos (standard size)		\$9.00	10%
Licenses and Permits	Unit of Measure	Fee (Including GST)	GST
Tent Erection Fees - outside licensed Caravan Parks		\$124.00	0%
Tent Erection / Clearing		\$713.00	0%
Deposits - Tents for Circus, travelling shows and other commercial enterprises		\$600.00	0%
Valuer General's Insertion into Rates Notices	per hour	\$78.00	0%
Misc. Rates Charges	Unit of Measure	Fee (Including GST)	GST
603 Certificate		\$90.00	0%
603 Certificate Urgent Request		\$141.00	0%
Special Meter Reading - 603 Certificate		\$78.00	0%
Meter Check - Fault Report		\$132.00	0%
Copy of Rates Notice (per request)		\$10.00	0%
General Administration Fee		\$25.00	0%
Extraction from Valuation Book		\$24.00	0%
Rural Addressing - Provision of new address plate or replacement plate		\$49.00	10%
Account review administration fee		\$148.00	10%
Dishonour Fee (Bpay, Bill Pay & Direct Debit)		\$27.00	10%
Interest on overdue rates		6.00%	0%

Note: These fees are GST exempt if associated with the provision of regulatory information



LIBRARY FEES

Service	Fee (Including GST)	GST
Inter-library Loans, Late returns and Damages		
Inter-library Loans	\$3.00	10%
Lost or Damaged Items	Original Cost + \$7.00	10%
Book Covering		
Plastic / contact (small)	\$4.00	10%
Plastic / contact (medium)	\$5.00	10%
Plastic / contact (large)	\$5.00	10%
Dust jacket (small)	\$5.00	10%
Dust jacket (medium)	\$5.00	10%
Dust jacket (large)	\$6.00	10%
Photocopying / Printing / Scanning		
A4 photocopy or print	\$0.25	10%
A4 photocopy - coloured print	\$1.00	10%
A3 photocopy or print	\$0.50	10%
A3 photocopy - coloured print	\$2.00	10%
Facsimile		
First page	\$5.00	10%
Subsequent pages each	\$2.00	10%
Overseas minimum charge	\$9.00	10%
Receiving fax (per 5 pages)	\$3.00	10%
Laminating		
Business card	\$5.00	10%
A4	\$5.00	10%
A3	\$9.00	10%
Replacement Library Card		
Adult	\$3.00	0%
Child	\$3.00	0%
Visitor Deposit (refundable)	\$20.00	0%



ROADS AND ENGINEERING SUPPORT

Service	Fee (Including GST)	GST
Road Opening Permits		
Permit	\$170.00	0%
Refundable deposits (note 1):		
Road opening fee	\$525.00	0%
For works in a constructed nature strip with concrete footpath	\$370.00	0%
For works in an unpaved constructed nature strip	\$210.00	0%
New works which may affect Council assets such as footpaths, sewer, drainage & water supply	\$1,420.00	0%
Traffic Management Plans		
Plan Preparation Fee	\$170.00	10%
Plan Assessment Fee	\$155.00	0%
Hire Fee per day - Signs / Bollards / Traffic Cones	\$32.00	10%
Refundable Deposit (note 2)		
Hire of Signs / Bollards / Traffic Cones	\$210.00	0%
Bins		
Bin Hire (per bin, per day - includes 1 emptying/cleaning)	\$25.00	10%
Each additional empty/clean (per bin)	\$25.00	10%
Replacement of Mobile Garbage Bin	\$113.00	10%
Misc. services		
Hire of barbeque - per day	\$204.00	10%
Access permits - Heavy Vehicle National Law	\$105.00	10%
Weeds Inspections		
Inspections within the built-up horticultural areas (i.e. Wentworth to Monak)	\$192.00	10%
Inspections in rural areas (travel is calculated to and from the property)	\$192/hr plus \$55/hr after the first 2 hours + .85c per km	10%
Grid Replacement (refer Fencing and Grid Policy) added 18/03/2020		
Co-contribution towards fencing when removal of a grid has been agreed to in writing.	Up to \$2,500 per km of fencing for a maximum amount of 5km per grid.	10%

Notes:

(1) On completion of the job, the deposit will be refunded, less the restoration charges and any additional costs which may be required to restore the trench.

(2) The restoration charge covers sealing and relaying of concrete surfaces and the top surface for gravel and earth. Any additional works are an extra charge. If the costs are greater than the deposit, a charge will be made.



HIRE OF PLANT ITEMS

Plant Item (refer notes) (Price per hour unless otherwise stated)	Plant Number (s)	Unit of Measure	Fee (Including GST)	GST
CAT 12M	533 & 534	per hour	\$359.00	10%
Tractors and Implements	34, 39 & 51	per hour	\$251.00	10%
CAT Backhoe	30	per hour	\$224.00	10%
CAT 910F FEL	31	per hour	\$234.00	10%
John Deere Tractor & Implements	41	per hour	\$287.00	10%
CAT D6 Dozer	36	per hour	\$359.00	10%
JCB Loadalls	44	per hour	\$259.00	10%
CAT 938F FEL	47	per hour	\$244.00	10%
Low Loader Prime Mover	507	per km	\$10.00	10%
Low Loader	75	per hour	\$359.00	10%
Bitelli MT Rollers	56 & 57	per hour	\$251.00	10%
CAT 613B scraper	55	per hour	\$287.00	10%
Bomag Vib Roller	58	per hour	\$224.00	10%
Mobile Street Sweeper	65	per hour	\$224.00	10%
Bobcat & Attachments	62	per hour	\$377.00	10%
CAT mini excavator	67	per hour	\$377.00	10%
Water Carts	513, 519 & 523	per hour	\$207.00	10%
Truck and Dogs	483 & 520	per hour	\$278.00	10%
Truck and Dogs	531 & 771	per hour	\$278.00	10%
Tip Truck	536	per hour	\$224.00	10%

Notes:

- (1) The above rates include the hire of the equipment and a qualified operator.
- (2) These rates are for weekday work only. Any works required to be done out of normal working hours or on weekend will incur additional penalty rates.
- (3) The above hire charges have been set so as to be similar to, or above the rate of, local contractors for



CEMETERIES

Wentworth, Gol Gol, Pooncarie and Coomealla - Lawn Section	Fee (Including GST)	GST
Purchase of burial plot	\$1,164.00	0%
1st interment	\$1,612.00	10%
2nd interment	\$1,612.00	10%
Placement of infant in existing grave site (shelved grave)	\$1,002.00	10%
Removal or exhumation of body (Court consent if necessary)	Actual Cost	10%
Removal of ashes - Consent required	Actual Cost	10%
Placement of ashes in a burial plot	\$447.00	10%
Affixing a plaque	\$281.00	10%
Monumental (Denominational) Wentworth, Gol Gol, Pooncarie and Cal Lal	Fee (Including GST)	GST
Purchase of plot	\$1,164.00	0%
1st interment	\$1,792.00	10%
2nd interment	\$1,964.00	10%
Placement of infant in existing grave site (shelved grave)	\$1,002.00	10%
Removal or exhumation of body (Court consent if necessary)	Actual Cost	10%
Removal/replacement of monument for excavation (works to be undertaken by a Monumental Mason)	Actual Cost	10%
Removal of ashes - Consent required	Actual Cost	10%
Placement of ashes in plot	\$447.00	10%
Affixing a plaque	\$281.00	10%
Cal Lal Cemetery – all purchases and interments quoted on a case by case basis	Actual Cost	10%
Niche Wall - Coomealla Memorial Gardens	Fee (Including GST)	GST
Purchase Plot in Niche Wall - includes purchase of standard size black stone tile (maximum of 2 sets of ashes per plot)	\$727.00	10%
Placement of ashes in Niche Wall & fixing of stone tile (per set of ashes). NB Engraving of stone tile is not included	\$486.00	10%
Re-open of existing Niche	\$447.00	10%
Location and consent to place Monument or Headstone	\$171.00	10%
Amendment to Headstone	\$45.00	10%
Removal of ashes - Consent required	Actual Cost	10%
Ground Plots (placement of plaques or memorial items)	Fee (Including GST)	GST
Coomealla, Wentworth and Gol Gol	\$537.00	10%
Placement of ashes in ground plots	\$447.00	10%
Re-open of existing Ground Plot	\$447.00	10%
Removal of ashes - Consent required	Actual Cost	10%



Ashes Columbarium	Fee (Including GST)	GST
Gol Gol and Wentworth (maximum of 2 sets of ashes per columbarium)	\$727.00	10%
Placement of ashes in Columbarium (per set of ashes)	\$486.00	10%
NB: engraving of stone tile is not included – contact Davis Monumental		
Re-open of existing ashes columbarium compartment	\$447.00	10%
Plot Selection	Fee (Including GST)	GST
On-site attendance by WSC Officer to assist in plot selection	\$88.00	10%
Cemetery Administration Fee	\$88.00	10%
Memorial seating – purchase & installation of approved memorial seat	Actual Cost	10%
Additional notes (all cemeteries and memorials)	Fee (Including GST)	GST
Memorial seating – purchase & installation of approved memorial seat and supply of plaque for engraving by purchaser. NB There is the option to halve the cost by installing two memorial plaques on one seat.		
Additional fee – internments conducted on weekends and public holidays (only available between 9.00am and 1.00pm)	\$441.00	10%
Placement of black granite remembrance plaque – (150 x 150mm) – Sextons Hut Wentworth Cemetery (includes inscription & installation)	\$529.00	10%
As from 01 July 2019 internments are charged at the applicable rate at the time of internment and are not able to be pre-paid. All pre-paid internments prior to this date will be honored.		



RECREATIONAL FACILITIES

Casual Hire of Shire Owned Halls, Meeting Rooms and Sporting Pavilions/Stadiums (NB Midway Centre fees are listed separately)		
Wentworth Town Hall, Pooncarie Hall, Curlwaa Hall, Anabranah Hall, Pomona Hall, Wentworth Memorial Room, Dareton Senior Citizens Room, Community Meeting Room, Wentworth Showgrounds Community Pavilion		
Hire Type- Building only with access to any amenities	Fee (Including GST)	GST
Community Use		
Community (not for profit) 4 hours or less (note 1)	\$50.00	10%
Community (not for profit) more than 4 hours (note 1)	\$111.00	10%
Bond Community Group (note 2)	\$100.00	0%
Per day fee for use of Anabranah Hall amenities in relation to camping on the Anabranah. Please note a bond of \$500 will apply.	\$50.00	10%
Business or Private Function use - Includes reunions or other private gatherings or business/trade related functions where no entry fees are charged.		
4 hours or less	\$129.00	10%
4 hours to 24 hour period	\$257.00	10%
Bond Business or Private Function	\$500.00	0%
Commercial Function per 24 hour period (note 3) - Includes any event where there will be an entrance fee charged or any Trade Show, Fair, Field Day or other event at which goods will be sold.		
4 hours or less	\$257.00	10%
4 hours to 24 hour period	\$426.00	10%
Bond Commercial Function (GST Free)	\$500.00	0%
Weekly Rate - Any Single Hirer		
Discount applied to Daily rate x 5 or 7 days	10% discount	10%
Additional Charges (all hirings)		
Cleaning & Rubbish removal – NB: The cost for cleaning & rubbish removal will be deducted from the bond. An invoice will be raised for amounts in excess of the bond paid.	Cost	10%
Hire of Council venues for School & Community Service Organisations from within WSC		
Registered Schools (including pre-schools and kindergartens) operating within the Wentworth Shire are granted automatic fee waivers for the hire of any Council venue (hall, meeting room). Any preparation costs (such as line marking of ovals) will be charged at standard cost. Bookings must still be made.		



Hire Type - Park, Oval and Reserve with access to any amenities		
Carramar Drive Sporting Complex, George Gordon Sporting Complex, Pooncarie Multi-Purpose, Golf Course & Public Reserve, McLeod Oval, Junction Park, Strother Park, Wentworth Rowing Club & Wharf Lawns, Fotherby Park, Sturt Park, James King Park, Perry Sandhills, Tapio Park, Buronga Wetlands, Coomealla Pioneer & Lions Parks, Dareton Boat Ramp Rotunda & Town Square, O'Donnell Park, Pooncarie Sporting Complex, Two Rivers Ski Recreation Reserve		
Hire Type - Park, Oval and Reserve with access to any amenities	Fee (Including GST)	GST
Community Use		
Community (not for profit) Half Day Hire – hire cost is for each designated area per 0-4 hour period.	\$50.00	10%
Community (not for profit) Day Hire more than 4 hours – hire cost is for each designated area per each 24 hour period.	\$111.00	10%
Bond - Community Group.	\$100.00	0%
Multi area discount	25%	10%
Business or Private Function per 24 hour period NB - Includes reunions or other private gatherings or business/trade related functions where no entry fees are charged.		
4 hours or less – hire cost is for each designated area per 0-4 hour period	\$129.00	10%
Day Hire more than 4 hours – hire cost is for each designated area per each 24 hour period.	\$257.00	10%
Bond – Business or Private Hire.	\$500.00	0%
Bond - Small civil ceremonies, no items to be erected and no catering.	\$100.00	0%
Multi-area discount	25%	10%
Commercial Events, Circus or other performances NB - Includes any event for which there will be an entrance fee or ticket sold, or any Trade Shows, Fairs, Field Days or other event at which goods will be sold.		
4 hours or less – hire cost is for each designated area 0-4 hour period	\$214.00	10%
Day Hire more than 4 hours – hire cost is for each designated area per each 24 hour period	\$426.00	10%
Bond Commercial Events, Circus or Other Performance	\$1,000.00	0%
Weekly Rate - Any Single Hirer		
Discount applied to Daily rate x 5 or 7 days	10% discount	10%
Multi-area discount	25%	10%
Cleaning & Rubbish removal (all hirings) NB - The cost for cleaning & rubbish removal will be deducted from the bond. An invoice will be raised for amounts in excess of the bond paid.	Cost	10%



Hire Type – Primitive Camping on any reserve (per 24 hour period) NB: Camping is only permissible in conjunction with an event being staged at the site	Fee (Including GST)	GST
Unpowered Site – per person x 2 people	\$26.00	10%
Extra Child	\$6.00	10%
Extra Adult	\$10.00	10%
Family	\$105.00	10%
Powered Site – per person x 2 people	\$36.00	10%
Extra Child	\$6.00	10%
Extra Adult	\$10.00	10%
Family	\$118.00	10%
Hire of Council venues for School & Community Service Organisations from within WSC		
<p>Registered Schools (including pre-schools and kindergartens) operating within the Wentworth Shire are granted automatic fee waivers for the hire of any Council venue (hall, meeting room). Any preparation costs (such as line marking of ovals) will be charged at standard cost. Bookings must still be made.</p> <p>For Community/Private Use the above charge will only apply in the following instances:</p> <ul style="list-style-type: none"> • There are expected to be more than 50 people to attend • The use of the facility includes the use of inflatable/amusement devices etc • The use of the facility requires the use of onsite power or the supply of bins • The use of the facility requires road closures <p>Cancellation or no show</p> <ul style="list-style-type: none"> • Greater than 90 days prior to event Full refund less deposit paid • Less than 90 days prior to event 50% refund • Less than 1 week prior or no show Full forfeiture • Bond Fully refundable 		



Wentworth Showgrounds Hire			
<p>The following areas are available for hire:-</p> <ul style="list-style-type: none"> • Horse Yards & Stalls • Festival Parade • Arena • Dog Show Parkland <p>Camping is not permitted at the showgrounds unless it is in conjunction with an event.</p>			
Hire Type – Casual Hire of Showgrounds	Unit of Measure	Fee (Including GST)	GST
Hire of Designated Areas and amenities. Hire cost is for each designated area per each 24 hour period.		\$170.00	10%
Bond		\$500.00	0%
Cleaning & Rubbish removal (all hirings) Note: The cost for cleaning & rubbish removal will be deducted from the bond. An invoice will be raised for amounts in excess of the bond paid.		Cost	10%
Camping (per 24 hour period) NB: Camping is only permissible in conjunction with an event being staged at the site	Unit of Measure	Fee (Including GST)	GST
Unpowered Site		\$26.00	10%
Extra Child		\$6.00	10%
Extra Adult		\$10.00	10%
Powered Site		\$36.00	10%
Extra Child		\$6.00	10%
Extra Site		\$10.00	10%
A cancellation fee will be charged as follows:			
Cancellation or no show			
<ul style="list-style-type: none"> • Greater than 90 days prior to event • Less than 90 days prior to event • Less than 1 week prior or no show • Bond 	<p>Full refund less deposit paid</p> <p>50% refund</p> <p>Full forfeiture</p> <p>Fully refundable</p>		
Reserve Annual Use Fees and Charges	Unit of Measure	Fee (Including GST)	GST
Reserve Lease Application/Administration Fee (Commercial Lease) Note: If legal advice is required, this is charged at cost price.		\$257.00	10%
Reserve Licence Application/Administration Fee (Commercial Licence) Note: If legal advice is required, this is charged at cost price.		\$257.00	10%
Temporary Licence to occupy the reserve		\$257.00	10%



Sundry Fees and Charges	Unit of Measure	Fee (Including GST)	GST
Event Management Fee - for groups without public liability insurance	per hire	\$50.00	10%
Power - access and any use within 24 hour period from time of access	per day per unit accessed	\$32.00	10%
Key Replacement - lost key or not returned	per key	\$32.00	10%
Event Advertising - relates to any road closure, fireworks display, or other event with the potential to cause disruption to traffic, noise or other public disturbance	per event	\$257.00	10%
Hire of Pooncarie Depot Quarters	per person, per night	\$78.00	10%
Swimming Pools	Unit of Measure	Fee (Including GST)	GST
Admission Charges			
Children		\$5.00	10%
Adults		\$6.00	10%
Non-swimming adults		\$5.00	10%
Swimming Carnivals			
Admission charges for swimming carnivals and out of session groups are by arrangement between Belgravia Leisure and group representatives			
Season Tickets			
Family		\$112.00	10%
Adults		\$75.00	10%
Children		\$56.00	10%
Aerodrome	Unit of Measure	Fee (Including GST)	GST
Airport Landing Charge (ALC)	Per tonne	\$16.00	10%
Aircraft Parking Charge (APC) – short term	Per day or part day	\$11.00	10%
Aircraft Parking Charge (APC) – long term	Per month	\$231.00	10%
Aircraft Parking Charge (APC) – Non Lease/Apron/Tie Down Areas	Per day or part day	\$6.00	10%
Training Aerodrome Circuits (TAC) – Day Rate	Per hour	\$38.00	10%
Training Aerodrome Circuits (TAC) – Night Rate	Per hour	\$57.00	10%
Airside Supervision Charge (ASC) – Business Hours	Per ARO	\$116.00	10%
Airside Supervision Charge (ASC) – After Hours	Per ARO	\$168.00	10%
Airside Environmental Charge (AEC) – Minimum Charge		\$233.00	10%
Aircraft Hanger Charge (AHC) – New	Per year	TBD	10%
Aircraft Hanger Charge (AHC) – Kevin J Thomas Hanger	Per year	\$1,533.00	10%
Call Out Fee (COF) – minimum 2 hour charge	Per hour	\$116.00	10%
Vehicle Parking Charge (VPC)	Per day or part day	\$3.00	10%



Midway Centre Hire Fees	Unit of Measure	Fee (Including GST)	GST
<u>Midway Function Centre & meeting rooms</u>			
Stadium (includes stage area)	per hour	\$139.00	10%
Function Room and shared foyer	per hour	\$116.00	10%
Service kitchen (includes crockery, cutlery & glassware for 250 persons)	per use	\$174.00	10%
Meeting Room 1 with shared foyer and shared kitchenette	per hour	\$46.00	10%
Meeting Room 2 with shared foyer and shared kitchenette	per hour	\$46.00	10%
Foyer / Gallery Space (as a stand-alone space)	per hour	\$36.00	10%
<u>Midway Serviced Offices</u>			
Health Services Room with shared foyer & shared kitchenette	per hour	\$46.00	10%
Office 1 or 2 with shared foyer & shared kitchenette	per hour	\$36.00	10%
<u>Service Centre Facilities</u> (NB these facilities are only available during centre opening hours)			
Service Centre Officer 1 or 2	per hour	\$40.00	10%
Craft Room	per hour	\$40.00	10%
<u>Bond and cleaning charges</u>			
	On room hire	25%	
Bond - groups of 30 people or more	no discount	\$750.00	0%
Bond - Not for Profit Groups/groups of less than 30 people	no discount	\$200.00	0%
One-off Cleaning Charge (if required). Minimum charge \$200.00 deducted from the bond. An invoice will be raised for amounts in excess of the bond paid.	per clean	Min. \$200.00	10%



Midway Centre – Hire Packages & discounts	Unit of Measure	Fee (Including GST)	GST
Daily Rate - Stadium, Function Room, Service kitchen, Meeting Rooms 1 & 2 and Foyer/Gallery Space.	24 hours	\$4,342.00	10%
Daily Rate – Stadium, Function Room, Service kitchen and Foyer/Gallery Space.	24 hours	\$3,231.00	10%
Daily Rate – Stadium	24 hours	\$1,667.00	10%
Daily Rate - Function Room, Service kitchen and shared foyer/gallery space	24 hours	\$1,563.00	10%
Multi-day Discount – Hire package for 2 full consecutive days. For events booked before 30 June 2019 to be held before 30 June 2020.	discount applied to daily rate	15%	10%
Multi-day Discount – Hire package for 3 full consecutive days. For events booked before 30 June 2019 to be held before 30 June 2020.	discount applied to daily rate	20%	10%
Not for Profit Groups (Refer definitions) – 75% Discount for Not for Profit Community Groups based in WSC. 50% Discount for all other Not for Profit Groups. <i>NB cannot be used in conjunction with any other discounts.</i>	maximum discount	25%	10%
Regular User Discount (12 month user agreement as negotiated by Council)	from standard hourly rate	75%	10%
Equipment & labour hire	Unit of measure	Fee (including GST)	GST
Teleconference equipment	Each use	\$41.00	10%
Portable data projector & stand	Each use	\$23.00	10%
Whiteboard & whiteboard markers	Each use	\$13.00	10%
Urn (20 litre capacity)	Each Use	\$13.00	10%
Labour hire (assistance with set up and pull down) – if required	per person/per hour	\$36.00	10%
Event facilitation and coordination (if required)	per hour	\$174.00	10%
On-site IT support (if required)	per hour	\$174.00	10%

MIDWAY CENTRE HIRE FEES ADDITIONAL NOTES

- **Midway Centre Stadium**

Stadium court with permanent line marking for basketball and netball
 Stage area, with maximum seating capacity of 700
 Full sound system

- **Function Room**

Carpet floor
 Audio Visual Equipment
 Tables & Chairs included in hire charge
 Maximum seating capacity of 250

- **Function Room Kitchen**

Service Kitchen with crockery & cutlery for 250 people

- **Meeting Rooms**

Carpet Floor
 Tables & Chairs included in hire charge
 Maximum seating capacity (each room) 40

- **Kitchenette (shared)**

Service or bar kitchen
 Limited quantity of crockery & cutlery



- **Offices**

Office with desk/ meeting table and 4 chairs
Access to shared kitchen facilities

- **Not for profit discount**

The discount can only be applied to Registered Not for Profit Organisations, Government and Semi-Government users, State and Federal Members of Parliament. The discount cannot be added to any other discounts.

- **Regular User discount**

The discount can only be applied to users who have entered into a 12 month signed agreement approved by Council.

- **Additional cleaning charge**

Failure to leave the venue clean and tidy, with floors mopped and or vacuumed, toilets cleaned, benches wiped and bins emptied will

result in an additional cleaning charge being applied.

- **Bookings and cancellations**

A 20% non-refundable deposit must accompany all bookings, including bookings for community groups who are making application through Council for fee reductions or waivers.

Unless otherwise agreed, an invoice will be raised and must be paid in full within 30 days. Any fee waiver or reduction granted by Council after payment of the invoice will be refunded to the hirer.

Payment of the bond must be made before access permissions are issued for the facility. A cancellation fee will be charged as follows:

Cancellation or no show	Amount
Greater than 90 days prior to event	Full refund less deposit paid
Less than 90 days prior to event	50% refund
Less than 1 week prior or no show	Full forfeiture
Bond	Fully refundable



WILLOW BEND CARAVAN PARK

Fees	Unit of Measure	Fee (Including GST)	GST
Cabins - Off Peak			
Single	per night	\$85.00	10%
Double	per night	\$102.00	10%
Extra Adult	per night	\$17.00	10%
Children 0 - 5 years	per night	Free	0%
Children 5 - 16 years	per night	\$8.00	10%
Single Weekly Stay	per week	\$499.00	10%
Double Weekly Stay	per week	\$563.00	10%
Cabins - Peak			
Single	per night	\$95.00	10%
Double	per night	\$105.00	10%
Extra Adult	per night	\$17.00	10%
Children 0 - 5 years	per night	Free	0%
Children 5 - 16 years	per night	\$8.00	10%
Powered Sites - Off Peak			
Single	per night	\$28.00	10%
Double	per night	\$36.00	10%
Extra Adult	per night	\$17.00	10%
Children 0 - 5 years	per night	Free	0%
Children 5 - 16 years	per night	\$8.00	10%
Weekly Stay	per week	\$200.00	10%
Powered Sites - Peak			
Single	per night	\$36.00	10%
Double	per night	\$39.00	10%
Extra Adult	per night	\$17.00	10%
Children 0 - 5 years	per night	Free	0%
Children 5 - 16 years	per night	\$8.00	10%
Weekly Stay	per week	\$210.00	10%
Un-Powered Camp Sites - Peak & Off Peak			
Per Person (swag)	per night	\$10.00	10%
Double	per night	\$20.00	10%
Single	per night	\$10.00	10%
Dump Station		Gold Coin Donation	

Notes:

(1) Peak (minimum 2 nights) Country Music Festival, Christmas School Holidays, Easter

(2) Linen can be hired at a fee of \$10

(3) Deposit of one night's accommodation required at time of booking



WATER AND WASTE WATER

Filtered and unfiltered water supply	Fee (Including GST)	GST
Tapping Fees		
20mm	\$505.00	0%
25mm	\$569.00	0%
32mm	\$807.00	0%
40mm	\$923.00	0%
50mm	\$1,035.00	0%
80mm	\$1,654.00	0%
100mm	\$2,069.00	0%
Meter Charges		
20 mm meter - filtered	\$337.00	0%
20mm meter - unfiltered	\$360.00	0%
25 mm meter - filtered	\$490.00	0%
25mm meter - unfiltered	\$542.00	0%
32 mm meter - filtered	\$721.00	0%
32 mm meter - unfiltered	\$779.00	0%
40 mm meter - filtered	\$764.00	0%
40 mm meter - unfiltered	\$857.00	0%
50 mm meter - filtered	\$907.00	0%
50 mm meter - unfiltered	\$1,044.00	0%
80 mm meter - filtered	\$1,435.00	0%
80 mm meter - unfiltered	\$1,624.00	0%
100 mm meter - filtered	\$2,019.00	0%
100 mm meter - unfiltered	\$2,244.00	0%
Misc. Water and Sewer Charges	Fee (Including GST)	GST
Standpipe fee	\$3,239.00	0%
Flow control valve - for unfiltered water to subdivisions - East of Gol Gol creek and at Wentworth Aerodrome	\$64.00	0%
Cut in new sewer junction (supervision fee only - applicant to supply all fittings)	\$202.00	0%

Notes:

(1) Meter Charge is from the meter to inside of building/property

(2) Meter Charge includes inspection fee

(3) Unfiltered water includes "Y" strainer



APPENDIX A - BODIES GRANTED EXEMPTIONS

The following list represents the known value of pre-approved Financial Assistance that have been granted to Organisations for the 2022/23 financial year

Organisation	Purpose	Qty	\$ Waived
Australian Inland Botanic Gardens	Contribution to operational costs	1	\$45,900
Buronga Go Gol Senior Citizens Club	Contribution towards photocopying done at the Buronga Library	1	\$177.00
Buronga Go Gol Senior Citizens Club	Regular hiring of Midway Meeting Rooms, Kitchen and Foyer @ 3 hours per week	N/a	\$2,424.00
Combined Churches Group	Hiring of Wentworth Town Hall (bond waived) for annual Combined Churches' Christmas carols	1	\$111.00
Coomealla Senior Citizens Club	Regular hiring of Dareton Senior Citizens Rooms (bond waived)	N/a	\$11,172.00
Coomealla Senior Citizens Club	Refund of public liability insurance premium up to maximum of \$607	1	\$637.00
Dareton Community Creative Centre Inc.	Waiver of hire costs for the use of the Dareton Activity Centre	1	\$4,432.00
Gol Gol Hawks Football Netball Club	Use of James King Park for annual Easter fundraising activities	1	\$426.00
Gol Gol Primary School	Hiring of wheelie bins for annual country fair	10	\$250.00
Koori Kids	Donation	1	\$250.00
Murray House Aged Care	Hiring of Wentworth Town Hall (bond waived) for entertainment activities	1	\$117.00
Murray House Aged Care	Subsidy against annual water rates	1	\$5,000.00
Murray House Fundraising Committee	Hiring of Wentworth Town Hall (bond waived) for fashion parades	2	\$222.00
New South Western Standard Bulletin	Exclusive use of Council controlled building	N/a	\$8,067.00
Rotary Wentworth Op Shop	Exclusive use of Council controlled building	N/a	\$11,999.00
St John's Anglican Ladies Guild	2 Annual Hire Fees for War Memorial Rooms	2	\$100.00
Sunraysia Aero modellers	Hiring of Showgrounds for NSW state model gliding contest	2	\$340.00
Sunraysia Aero modellers	Hiring of wheelie bins for NSW state model gliding contest	2	\$50.00
Wentworth District R.S.L Sub Branch	Hiring of Wentworth Wharf Lawns (bond waived) for annual Anzac day lunch	1	\$111.00
Wentworth District R.S.L Sub Branch	Hiring of wheelie bins for annual Anzac day lunch	4	\$100.00
Wentworth District R.S.L Sub Branch	Exclusive use of Council controlled building	N/a	\$8,067.00
Wentworth District R.S.L Sub Branch Women's Auxiliary	Annual licence fee for meetings held in Memorial Rooms	1	\$257.00
Wentworth Rotary Club	Hire of Rubbish Bins for Christmas Eve Street Party	8	\$200.00
Wentworth Senior Citizens Club	Regular hiring of Wentworth Memorial Rooms (bond waived) 12 uses @ \$106 per day and 24 uses @ \$48 (1/2 day)	N/a	\$2,532.00
Wentworth Senior Citizens Club	Refund of public liability insurance premium up to maximum of \$924	1	\$1,019.00
Wentworth Shire Interagency Group	Hire of Dareton Senior Citizen's Room	12	\$360.00
Total amount of funds granted from Donations, Contributions and Grants Program			\$104,320.00

Notes:

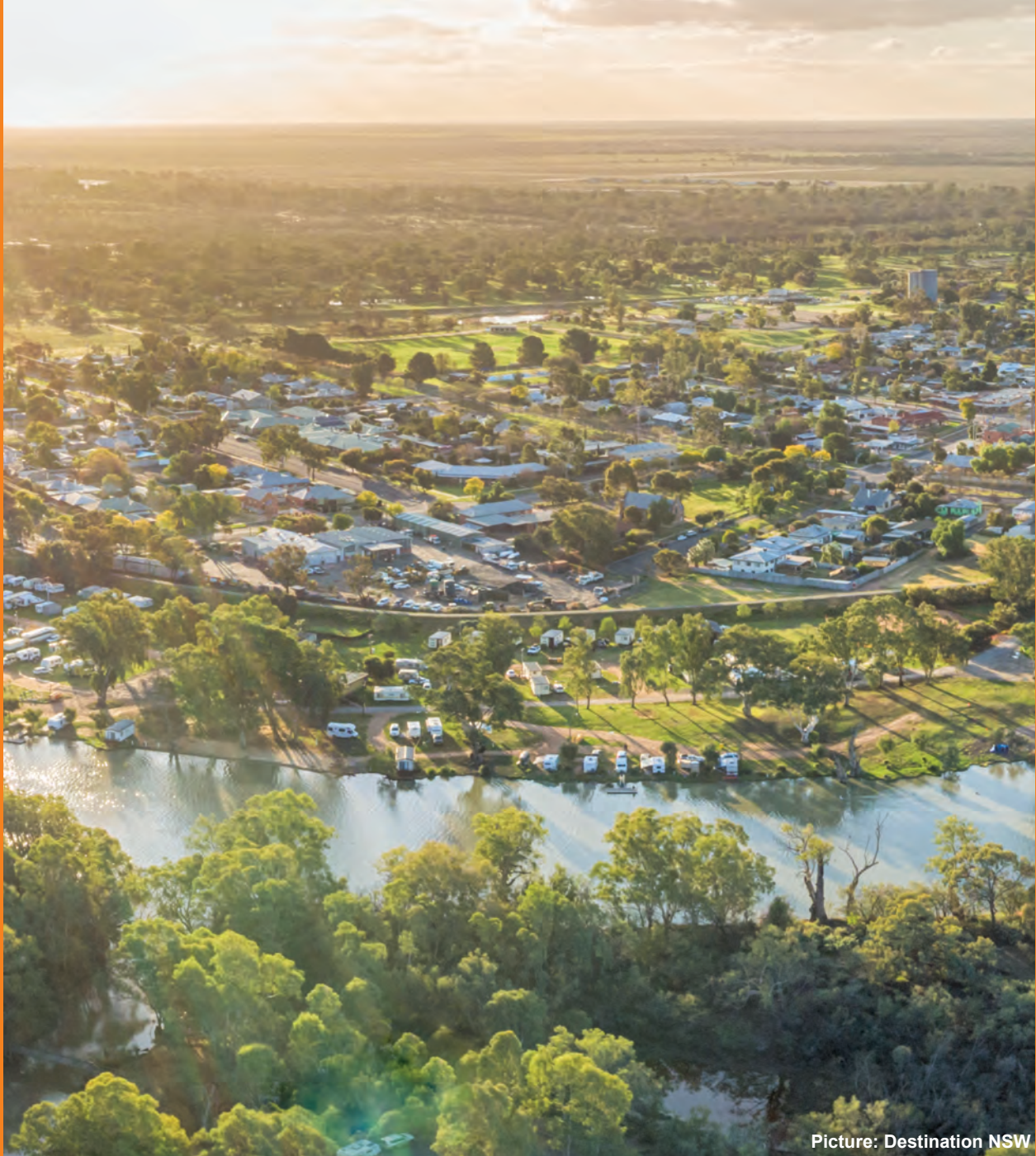
(1) Registered Schools (including pre-schools and kindergartens) operating within the Wentworth Shire are granted automatic fee waivers for the hire of any Council venue (hall, meeting room). Any preparation costs (such as line marking of ovals) will be charged at standard cost. Bookings must still be made.

(2) Public Schools operating within the Wentworth Shire end of year presentation day, up to a maximum of \$300.00 per school



APPENDIX B - SECTION 68 LOCAL GOVERNMENT ACT APPROVALS NOT OTHERWISE LISTED HEALTH AND PLANNING DIVISION

Public Roads	
1.	Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway.
2.	Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road.
Other Activities	
1.	Operate a public car park.
2.	Operate a manufactured home estate.
3.	Install a domestic oil or solid fuel heating appliance, other than a portable appliance.
4.	Install or operate amusement devices.
5.	Use a standing vehicle or any article for the purpose of selling any article in a public place.
6.	Carry out an activity prescribed by the regulations or an activity of a class or description prescribed by the regulations.

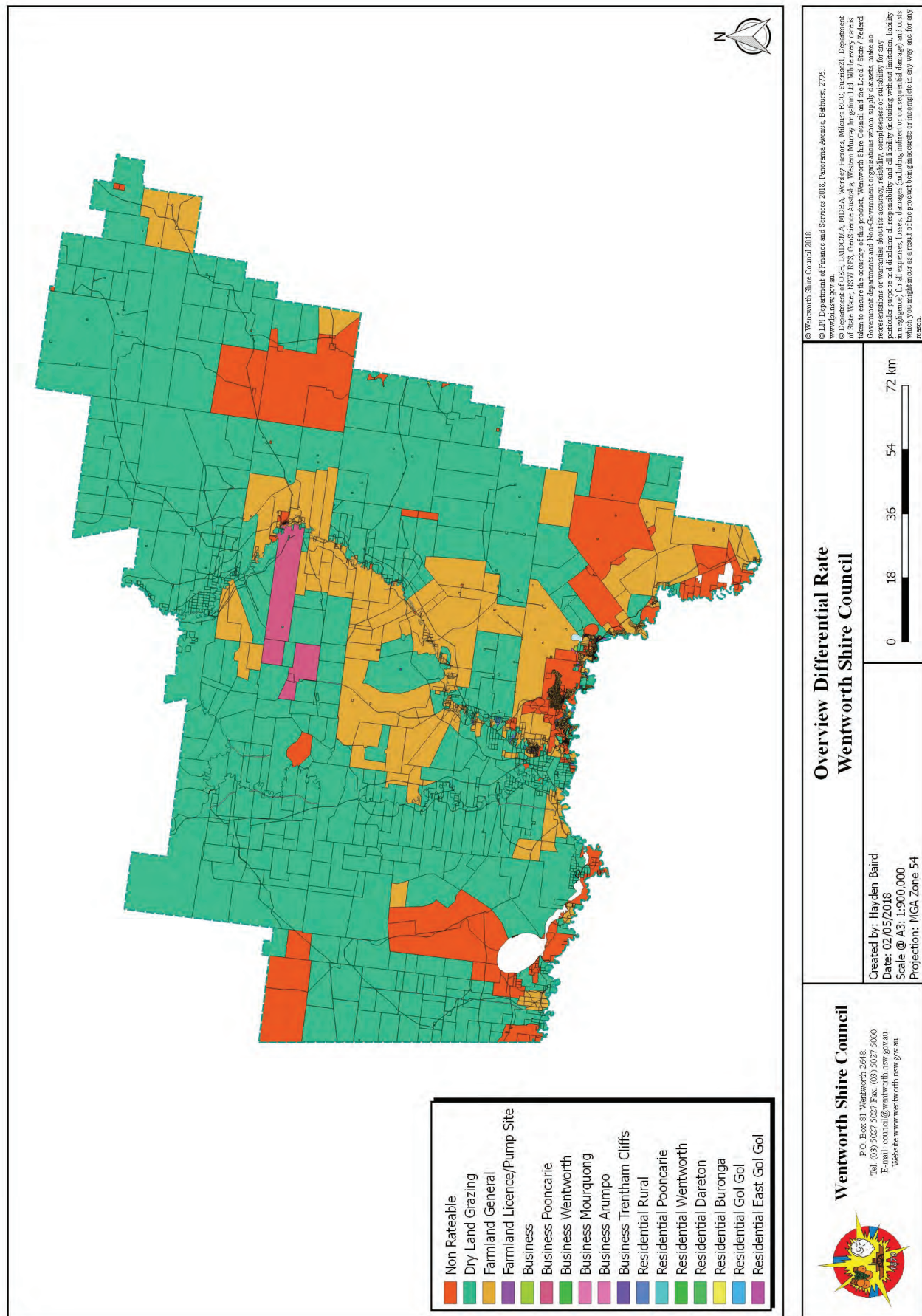


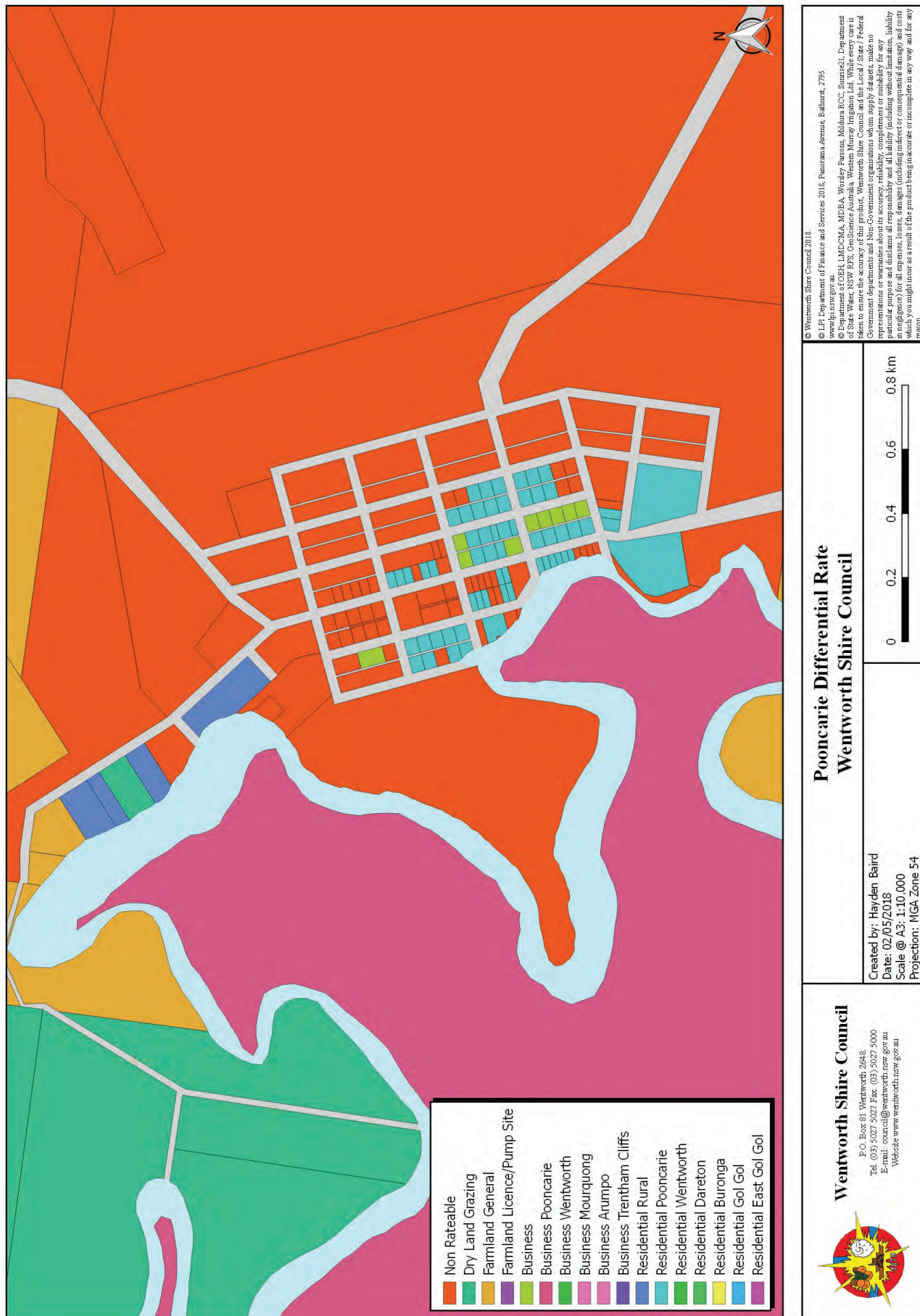
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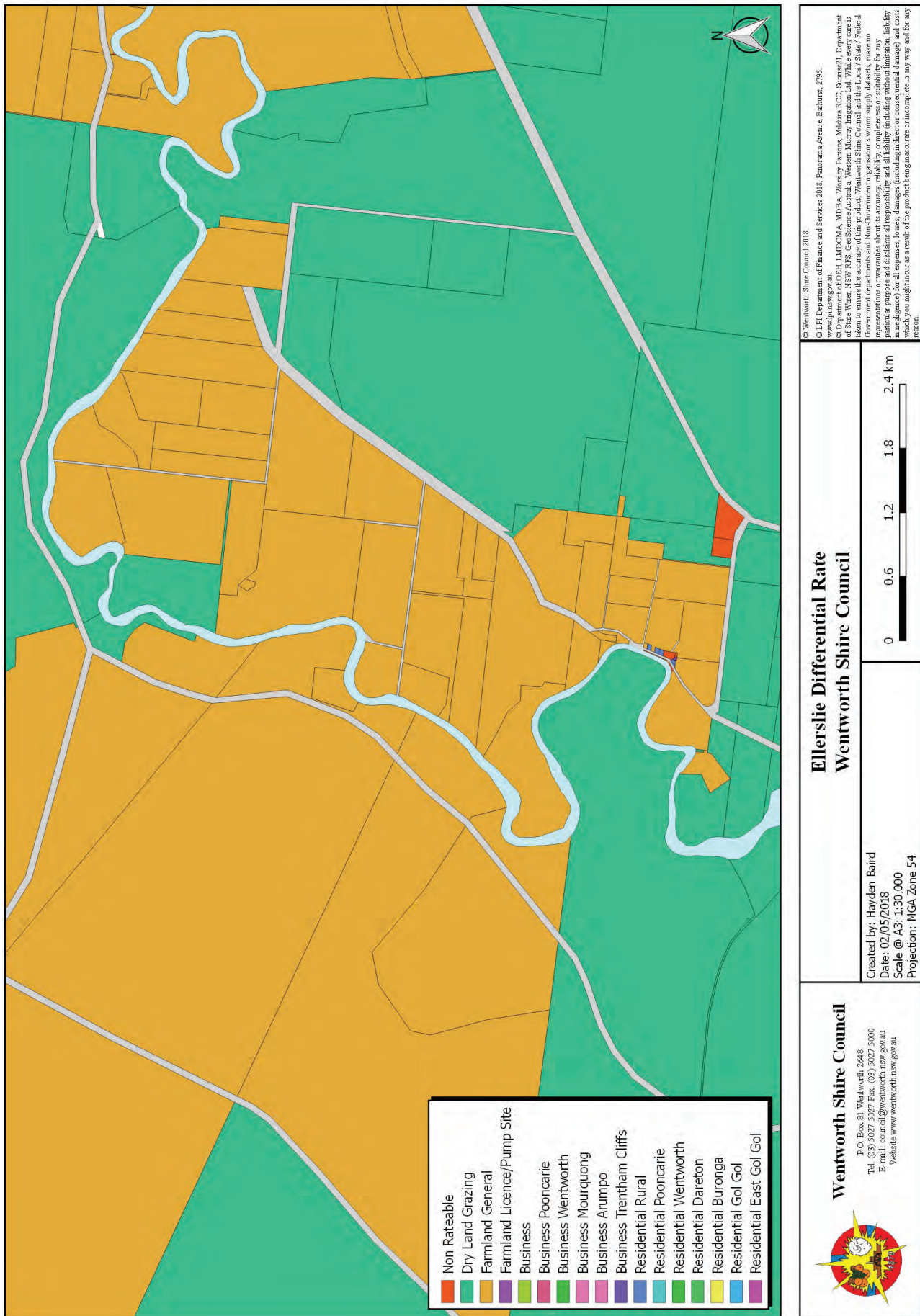
WENTWORTH SHIRE COUNCIL OPERATIONAL PLAN

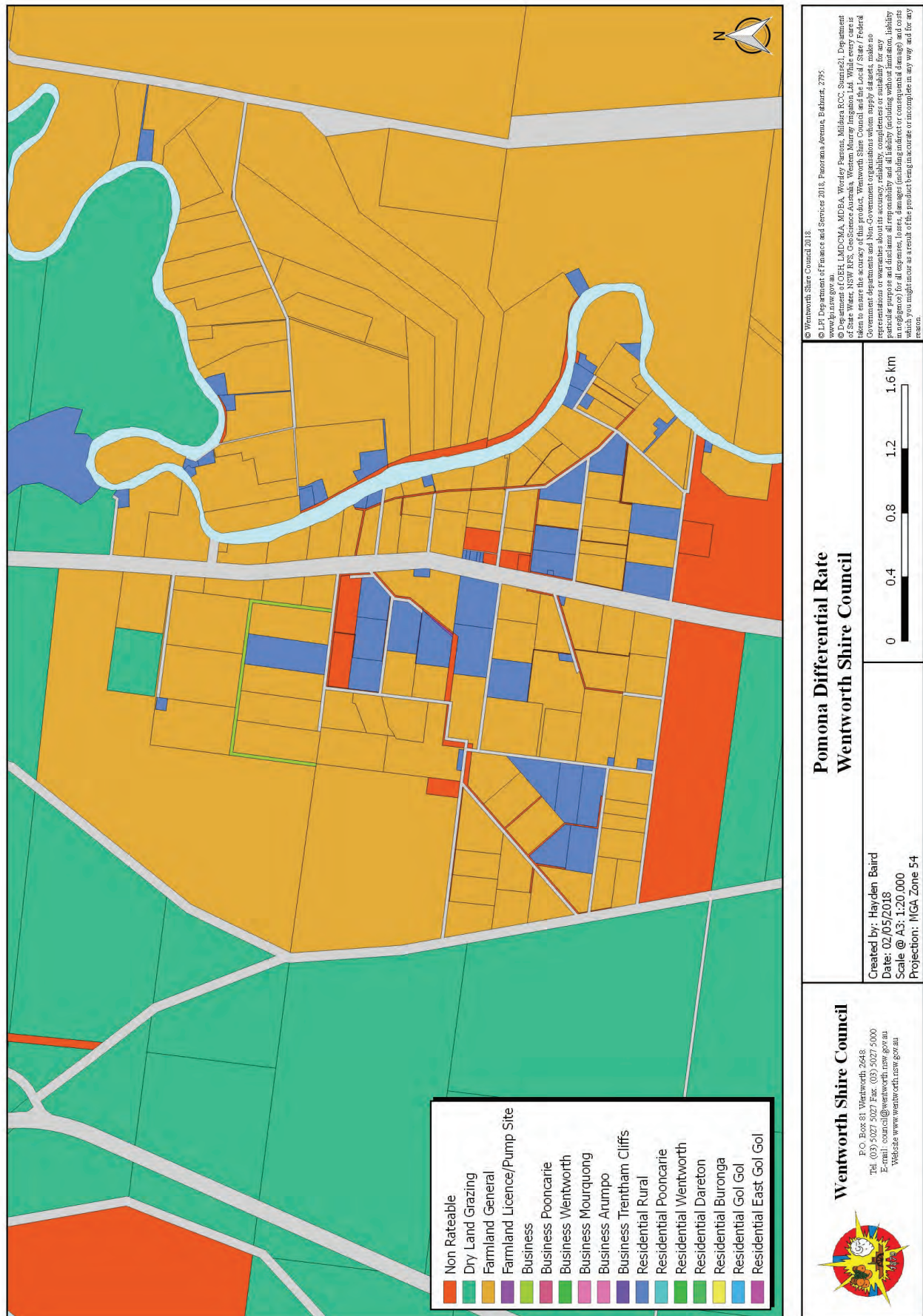
Part 4: Rating Maps

WENTWORTH
SHIRE COUNCIL











Wentworth Shire Council

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Wentworth Differential Rate Wentworth Shire Council

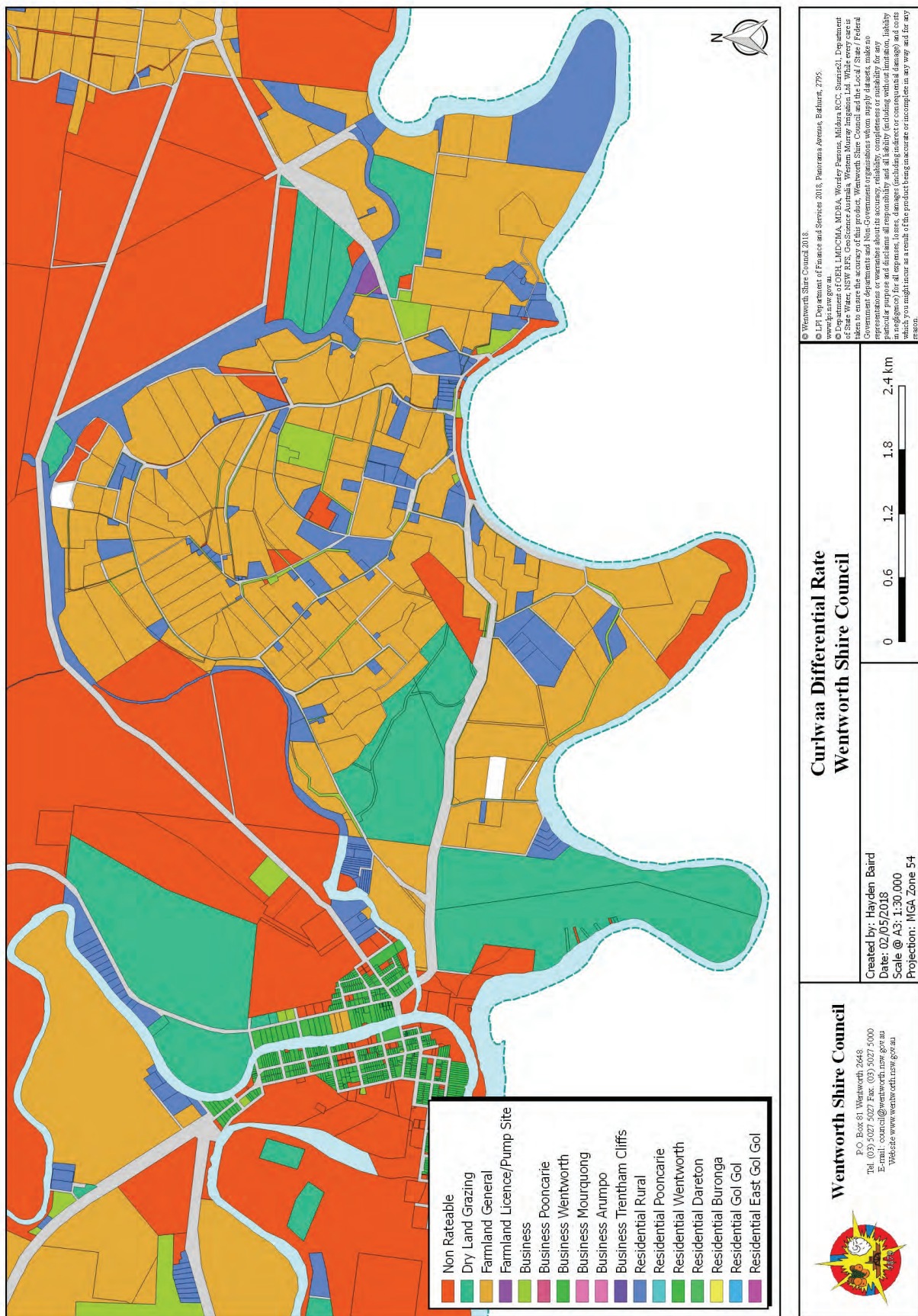
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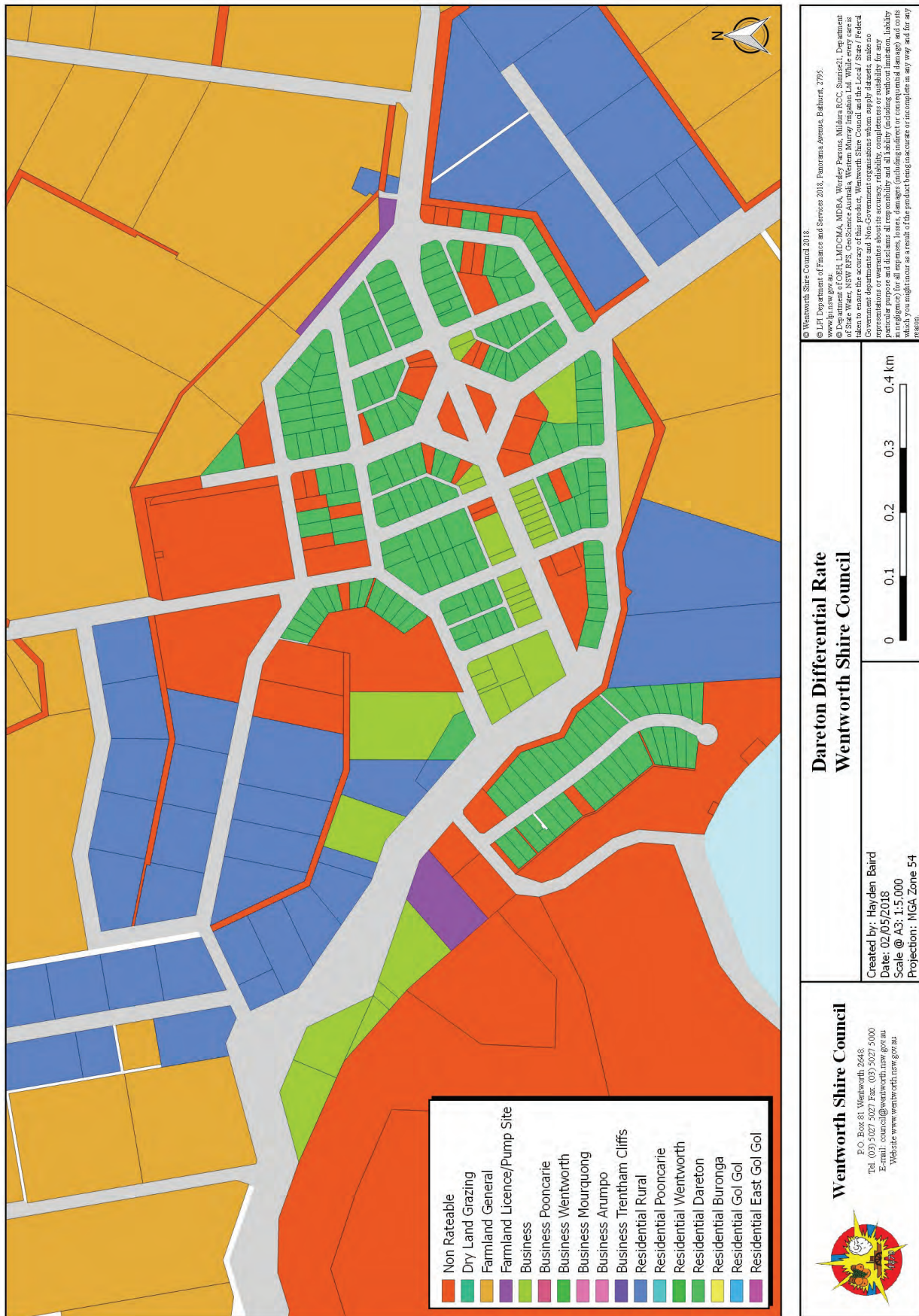
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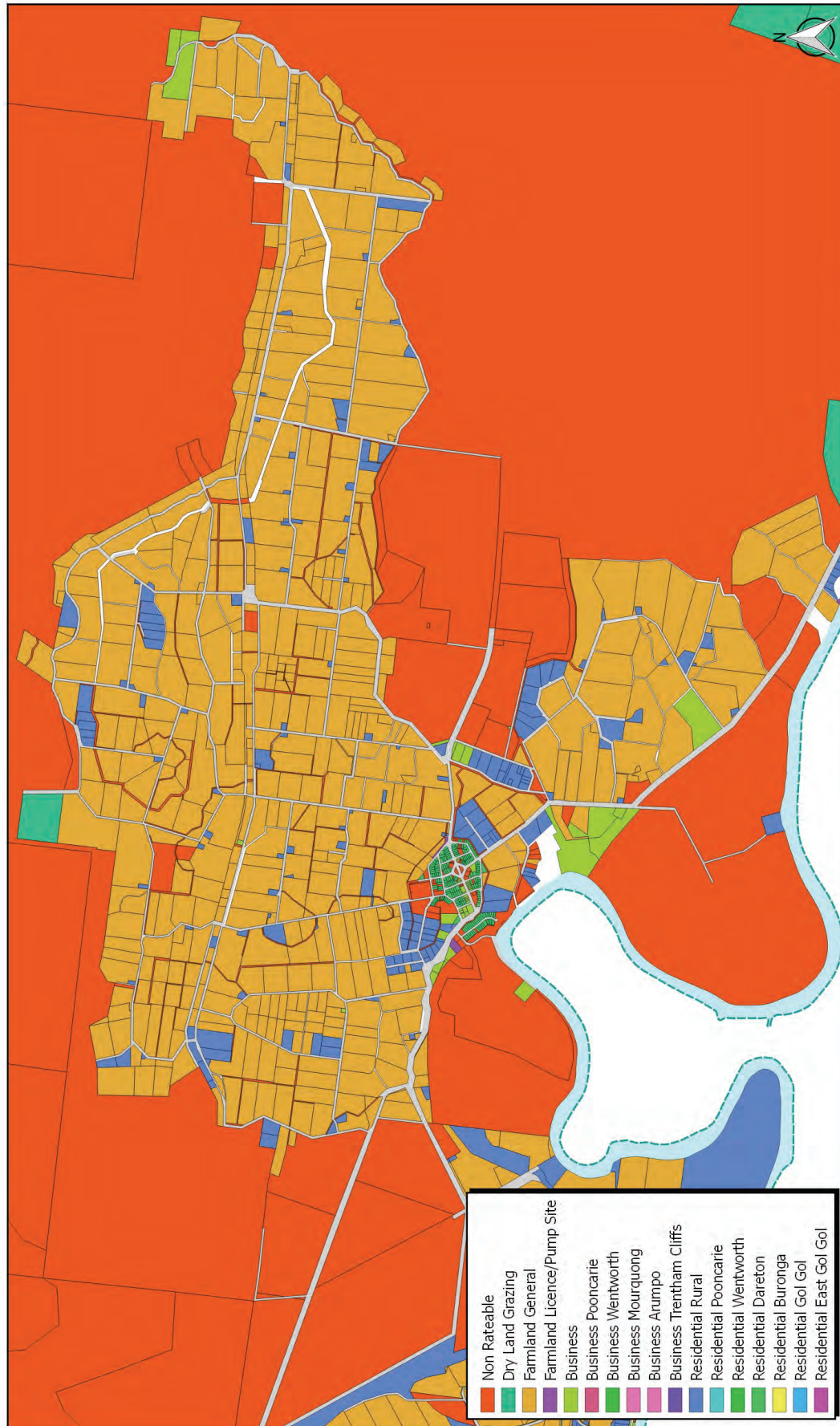
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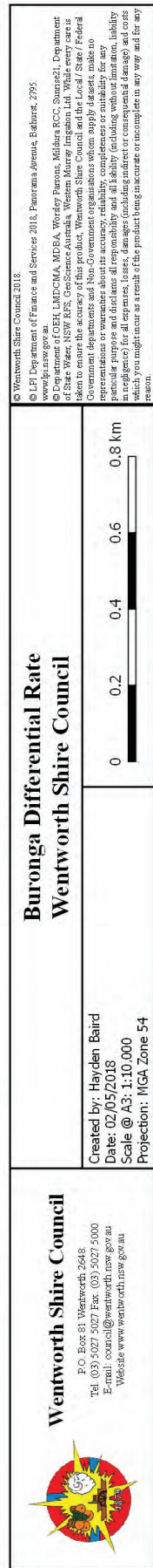
Wentworth Shire Council

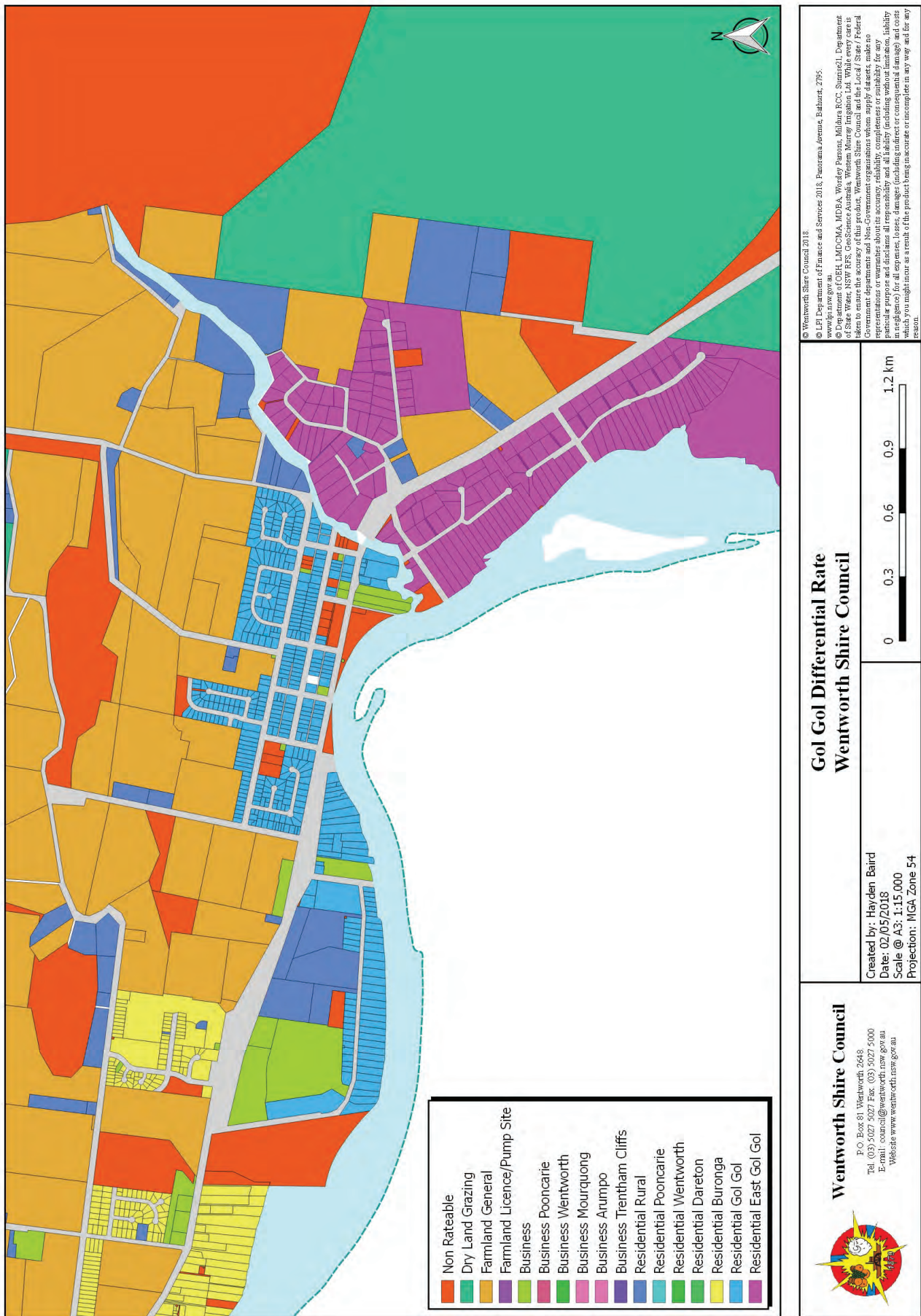
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Coomealla Differential Rate
Wentworth Shire Council

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WENTWORTH SHIRE COUNCIL

DISABILITY INCLUSION ACTION PLAN 2022-2026

**WENTWORTH
SHIRE COUNCIL**
WORTH THE DRIVE



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**Wentworth Shire Council would like to
acknowledge the Traditional Custodians
of the Land and pay its respects to Elders
past, present and emerging.**

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DISABILITY INCLUSION ACTION PLAN 2022-2026

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STATEMENT OF COMMITMENT FROM THE MAYOR



I am pleased to present Wentworth Shire Council's Disability Inclusion Action Plan 2022-2026.

Council is committed to providing outstanding services to all members of our community, and I am confident that our 2022-2026 Disability Inclusion Action Plan will allow us to continue to deliver on this commitment. We understand that the basis of a strong community stems from diversity and when a range of viewpoints and individual perspectives are considered and valued.

Council has an important role to play in supporting and promoting access and inclusion and is committed to ensuring that inclusion is considered in all Council business. This includes how Council develops the built environment, provides information and services, supports employment opportunities and promotes positive community attitudes and behaviour toward people with disability.

This Disability Inclusion Plan builds on the work we completed as part of the 2017-2021 Plan, which saw our Council take important steps

towards improving access to services, increasing the liveability of our communities and providing employment opportunities for people with disability.

Evidence of this work can be found throughout our Shire as Council continues to make improvements to access through upgrades to sharedways and footpaths in Buronga, Gol Gol and Dareton. Council continues to focus on ensuring that pedestrian access and mobility is monitored on an annual basis and that improvements, upgrades and new infrastructure cater for the needs of people with disability. In addition, Council is undertaking an audit of Council's websites against the Web Content Accessibility Guidelines to ensure that people with disability have greater access to information.

I am proud of what we have achieved so far but there is more work to be done.

Several key actions identified in this Plan include: supporting positive attitudes towards inclusion amongst Council staff; assessing existing infrastructure compliance with Australian standards for access and mobility; encouraging, supporting and promoting accessible businesses and tourism in the Wentworth Region; ensuring people with disability have greater access to information via Council websites; and implementing recruitment and employment policies that reflect best practice with regards to encouraging and supporting the employment of people with disability.

With this Plan, and working alongside other governmental agencies, industry leaders and our community, Council will continue to advocate and act to make our Shire a welcoming and inclusive place for all our residents and visitors to enjoy.

**Cr Tim Elstone
Mayor**

**WENTWORTH
SHIRE COUNCIL**



INTRODUCTION

About this Plan

We want to make sure that people with disability, their families and carers are included in Wentworth Shire and that our community is more accessible. In writing our Disability Inclusion Action Plan we have asked the community about the barriers that people with disability face in the Shire and their ideas for improvement. The Plan explains the actions we will take to improve the lives of people with disability in our community.

Overview of Plan

The *Disability Inclusion Act 2014 (NSW)* (DIA) (the Act) is the legislative foundation for Local Government disability inclusion and access planning. The Act supports the Government's commitment to improving lives of people with disability and reaffirms NSW's direction on building an inclusive community. In 2014, the Act required all NSW Local Government Areas to develop a Disability Inclusion Action Plan in consultation with people with disability. This Plan outlines Wentworth Shire Council's commitment to people with a disability to

improve access to services, facilities and employment. It is also designed to change perceptions about people with disability and to create a more inclusive community for everyone.

WHY INCLUSION IS IMPORTANT

Personal choice and control are only possible when communities are inclusive for all people with disability, including those with physical, intellectual, cognitive, sensory disabilities and those with mental health conditions. Real diversity cannot be realised unless people with disability are provided with the opportunities inherent in truly inclusive communities.

In addition to the human rights imperative, the case for an inclusive community is strong:

- inclusion improves opportunities for participation in the local economy, with the potential to increase economic activity within the Shire;
- providing physical access to businesses benefit not only people with disability, but



older people, parents with prams and business owners by expanding their business reach;

- exclusion leads to disadvantage and discrimination, which have far reaching negative impacts across all aspects of life, including health, welfare, education and employment.

These impact are felt beyond the individual, with families and the broader community being negatively impacted by a non-inclusive community.

Wentworth Shire Council strives to make the Wentworth region an accessible and inclusive community providing a place for everyone to be able to live, work and visit.

Council has a key role in promoting and supporting access and inclusion in all areas of Council business. This includes how Council develops the built environment, the provision of information and services, supporting employment opportunities and promoting positive community attitudes and behaviour towards people with disability.

The removal of barriers for people with disability supports the inclusion of members of the local community who may otherwise fall outside of identified definitions of disadvantage.

Wentworth Shire Council is working towards creating a region that is accessible and inclusive of everyone and provides equal opportunity for people with disability to enjoy what our region has to offer. Almost 90% of disabilities are 'invisible' disabilities, the invisibility of disability highlights the critical need to ensure that not only access but inclusion was considered when developing this plan.

Negative attitudes, physical barriers and difficulties accessing necessary supports still limit the opportunities of people with disability to find work, study, socialise and be included in community life.

To create liveable communities, we need to focus our attention and resources on the elements of community life that most people desire. To create liveable communities for people with disability, we must do more than

modify the physical environment; we must advocate for such aspects such as accessible housing, access to transport, community recreation, social engagement and universal design.

It is imperative that we respect people with disability in relation to their lived experience, empower them to influence their life direction, and encourage them to fully participate so we can identify barriers and propose solutions.

The Disability Inclusion Action Plan has been developed in recognition of Council's responsibility to remove barriers and ensure that people with disability are able to participate equally in their community.

The Plan sets out the strategies and actions that Council will deliver to enable people with disability to have greater access to Council information, services and facilities. Council is committed to the attraction, recruitment and retention of people with disability.

The Plan has been based on the following principles enshrined in the Act:

- People with disability have the same inherent rights to respect for their worth and dignity as individuals.
- People with disability have the right to participate in and contribute to social and economic life and should be supported to do so.
- People with disability have the right to realise their capacities and potential and to contribute these to the community.
- People with disability have the same rights as other members of the community to be consulted about decisions that affect their lives.
- People with disability have the right to access information in a way that is appropriate for their disability and enables them to make informed choices.
- The needs of children with disability as they mature, and their rights as equal members of the community are to be respected.



The role that Council will play will vary for each of the focus areas. Although being facilitated by Council, the vision for inclusion is intended for the community and key stakeholders, and is not just focused on all activities internal to Council. Whilst Council has a custodial role in initiating, preparing and implementing the Plan, other partners, such as State Agencies, community groups and businesses may also be engaged in delivery the long-term objectives of the Plan.

DEFINITIONS

INCLUSION

Inclusion is the process whereby every person (irrespective of age, disability, gender, religion, sexual preference or ethnicity) who wishes to can access and participate fully in all aspects of an activity or service in the same way as any other member of the community. Inclusion requires time, space, effort and resources, but it creates a society which is fairer, more cohesive and richer.

DISABILITY

The definition of disability applied in this document includes both definitions provided by the *Disability Inclusion Act 2014 (NSW)* and the *Disability Discrimination Act 1992 (Cth)*.

The *Disability Inclusion Act 2014 (NSW)* defines disability as including a: long-term physical, psychiatric, intellectual or sensory impairment that, in interaction with various barriers, may hinder the person's full and effective participation in the community on an equal basis with others.

The *Disability Discrimination Act (DDA) 1992 (Cth)* defines disability as:

- The total or partial loss of the person's body or mental functions;
- The total or partial loss of a part of the body;
- The presence in the body of organisms causing disease or illness;
- The malfunction, malformation or disfigurement of a part of the person's body;

and

- A disorder or malfunction that results in the person learning differently from a person without the disorder or malfunction.

DISABILITY DISCRIMINATION

Disability discrimination occurs when people with disability are treated less favourably than people without disability. Disability discrimination can be direct or indirect.

The DDA provides legal protection against discrimination based on disability.

FOCUS AREAS

The Plan has been divided into four Focus Areas where significant barriers to access and inclusion will be addressed.

These are:

1. Attitudes and Behaviours

"Build community awareness of the rights and abilities of people with a disability, and to support the development of positive attitudes and behaviour towards people with disability."

2. Liveable Communities

"Increase participation of people with disability in all aspects of community life, through targeted approaches to address barriers in housing, learning, transport, health and wellbeing."

3. Improving access to mainstream services

"Ensure that people with disability are able to easily and efficiently access mainstream government services and other opportunities in the community."

4. Supporting access to meaningful employment

"Increase the number of people with disability in meaningful employment, thereby enabling people with disability to plan for their future and exercise choice and control as a result of economic security."



STRATEGIC AND POLICY CONTEXT

The Plan links to Council's Community Strategic Plan as follows:

Our Community

Council will improve the accessibility of services and programs in Council and encourage inclusive social and recreational opportunities for the enjoyment of all.

Our Economy

The Plan will support the Wentworth Region to stimulate the local economy by assisting to develop more inclusive businesses, tourism, accommodation, events and activities.

Our Environment

Council will work to ensure that our buildings, facilities and services are accessible and inclusive for all people.

Our Leadership

Council will champion the development of positive attitudes and behaviours; the engagement of people with disability in decision making; and support and promote increased inclusion in events, buildings and activities in the Wentworth region.

The policy context for the DIAP is one in which all levels of government in Australia are working in concert to ensure the rights of people with disability are actively promoted and upheld. Legislation in place ensures people with disability are consulted about how, together, we can make practical changes to how services are delivered so that they can be accessed equally by all Australians.

The Plan also builds on existing social equity requirements within the IP&R framework to strengthen Council's commitment to inclusion, consultation and rights for people with disability.

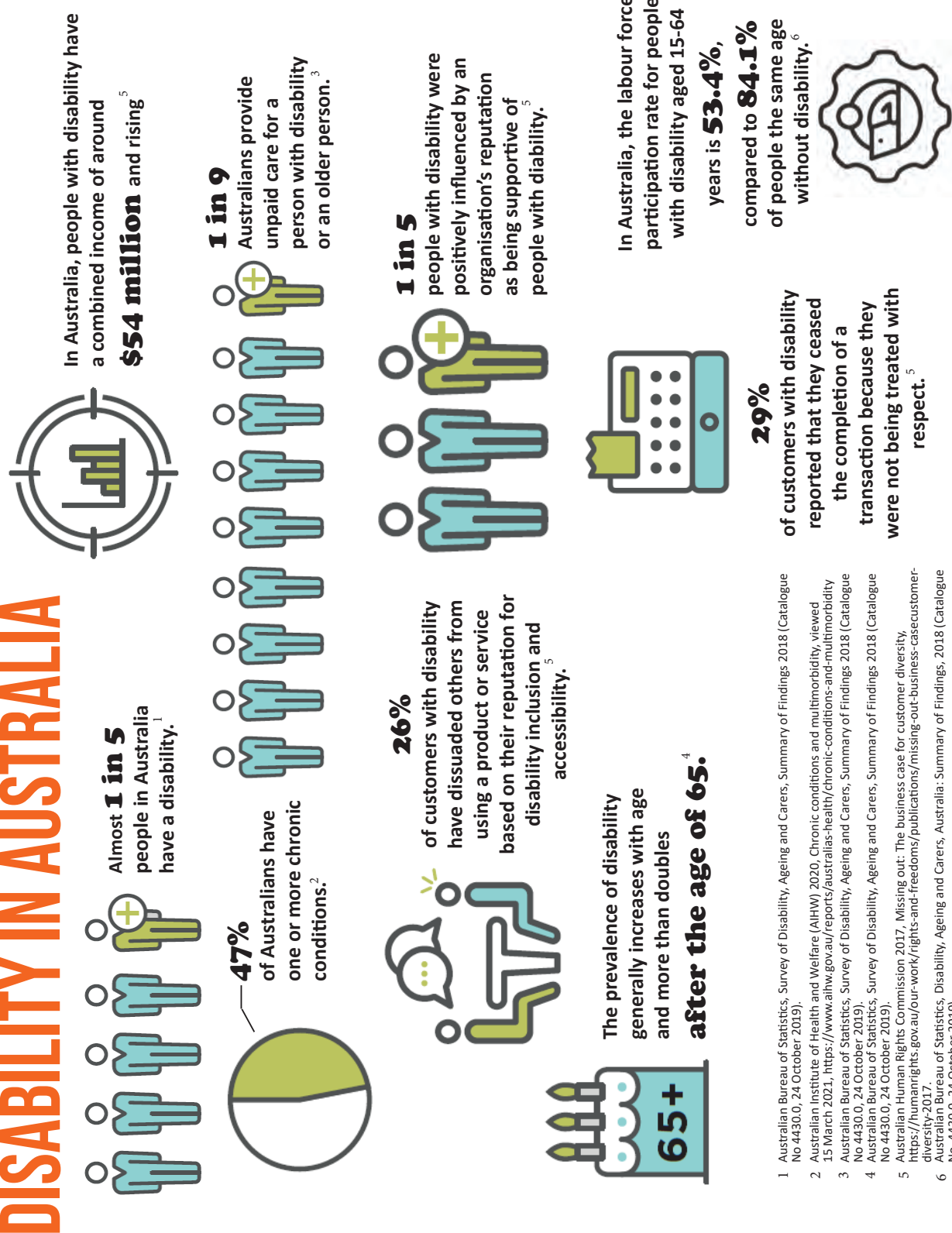


LEGISLATIVE FRAMEWORK AND STRATEGIC LINKS





DISABILITY IN AUSTRALIA



ENGAGEMENT ACTIVITIES

We Asked

For feedback to assist in developing this Plan, particularly focussing on four key themes:

1. Developing positive community attitudes and behaviours
2. Creating liveable communities
3. Supporting access to meaningful employment
4. Improving access to services through better systems and processes.

You Connected

- Online survey completed
- 6 Consultation meetings

You Said

'Employ more staff who are used to people with disability'

'Provide more information on services that Council provides and what activities and places are accessible to people with disability'

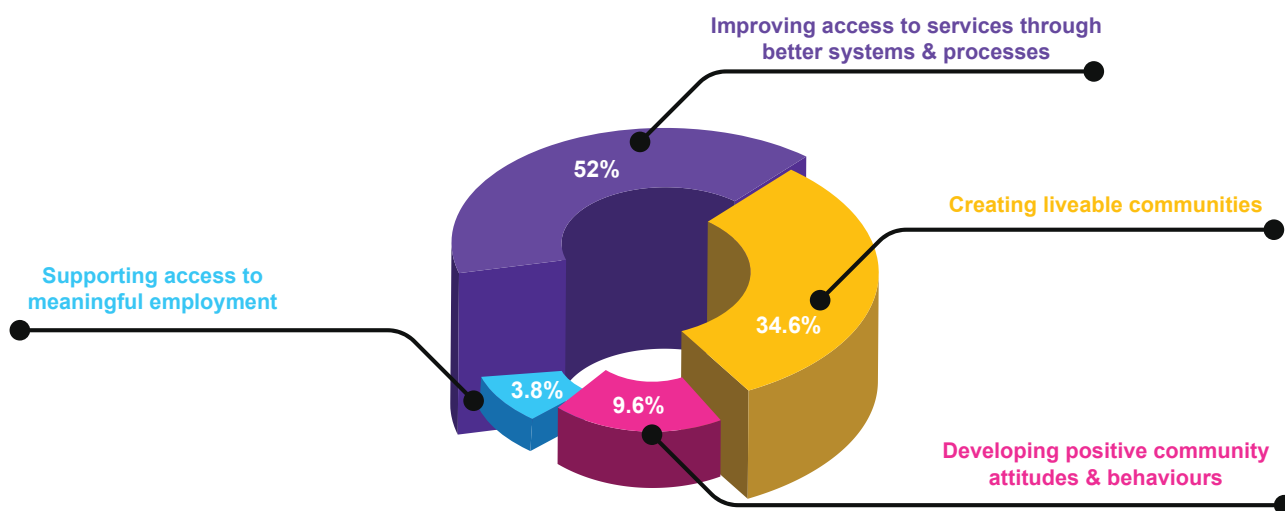
'A more disability-friendly community space in each town'

'A designated quiet shopping time for people with autism'

'More accessible footpaths and ramps to make it easier to get around'

'Incorporate more people with disability in advertising and on Council staff'

Responses





THE PLAN

Council's commitment is to create greater opportunities for people of all ages, all cultures, and of differing abilities, to access the full range of services and activities available in the local community.

Attitudes and Behaviours

People with disability experience positive attitudes and respectful behaviour from Council staff and express the view that Council encourages these positive attitudes and behaviours within the broader community.

- Support positive attitudes towards inclusion amongst Council staff
- Contribute positive media stories about what Council is doing to build inclusion with people with disability.

Liveable Communities

People with disability, their families and supporters have greater access to community places, buildings and events.

- Assess existing infrastructure compliance with Australian standards for access and mobility.
- Plan to progressively improve the accessibility of public toilets.
- Increase accessibility and inclusion of events held in the Wentworth Region.
- Encourage, support and promote accessible businesses and tourism in the Wentworth Region.

Improving access to mainstream services

People with disability can more easily and efficiently access Council services and are engaged in the decision making of Council.

- People with disability have greater access to information via Council website.
- Improve communication and information processes.

- Update Customer Service Charter to provide guidance to staff in how to make information more accessible.
- Council services can be accessed more independently by people with disability.

Supporting access to meaningful employment

People with disability have greater access to employment opportunities with Council.

- Council has recruitment and employment policies that reflect best practice with regards to encouraging and supporting the employment of people with disability.



KEY OUTCOME AREAS AND ACTIONS

Attitudes and Behaviours

People with a disability experience positive attitudes and respectful behaviour from Council staff and express the view that Council encourages these positive attitudes and behaviours within the broader community.

Community Outcome

The attitude and behaviours of the general community toward people with disability can be the greatest barrier to full access and inclusion. Community attitudes can further be influenced by the intersection of the particular characteristics of a person with disability, such as gender, age, ethnicity, or type of disability itself.

Council will work to build community awareness of the rights and capabilities of people with disability, and support the development of positive attitudes and behaviour towards people with disability.

Outcome	Actions
Support positive attitudes towards inclusion amongst Council staff	Update Annual Training Plan to include disability awareness training to existing staff
	Update Induction process to encompass the topic of inclusion of people with disability
	Incorporate disability awareness and person-centred communication in the Customer Service Charter.
	Provide regular media stories on the progress of the implementation of the DIAP.
Contribute positive media stories about what Council is doing to build inclusion with people with a disability.	Include pictures of people with disability in mainstream Council publications and in promotion of mainstream events, not just for disability specific areas
	Support disability awareness campaigns by displaying promotional posters in Council facilities and in Council media and publications.



Liveable Communities

People with disability, their families and supporters have greater access to community places, buildings and events.

Community Outcome

Inclusiveness and accessibility for people with disability forms a crucial component of the assessment of the liveability of any community. Council will work to eliminate the barriers in the built environment and advocate for improved transport, housing and local supports that prevent people with disability from fully engaging with the opportunities that exist within their communities.

Outcome	Actions
Assess existing infrastructure compliance with Australian standards for access and mobility.	Undertake audits of Councils buildings and footpaths to ensure that they meet the demand of those with disability.
	Ensure the provision of at least one footpath in each urban road reserve.
	Review and Update Pedestrian Access Mobility Plan priorities and assessments including the priority list for maintenance or upgrade of PAMP related infrastructure in consultation with people with mobility and vision related disabilities.
	Document the accessibility features of Council parks, sporting fields and playgrounds and include these on all relevant websites.
Plan to progressively improve the accessibility of public toilets.	Council public toilets are increasingly modified or replaced in line with priorities identified via sector consultation process.
	Current and accurate information on the location of Council accessible toilets is made available to residents and visitors.
	People with disability are directly consulted about the priorities for enhancement of Council public toilets.
	Council staff responsible for events are supported to ensure all community recreation, cultural and social programs and events are as inclusive and accessible as possible.
Increase accessibility and inclusion of events held in the Wentworth Region	Access by people with disability attending meetings held at Council is specifically addressed and catered for.
	Council Events manual to include guidance material on how event organisers can make events more accessible.
	Business and tourist attractions in the Wentworth Region have a greater awareness of the economic benefits of developing accessible and ageing friendly places and activities
Encourage, support and promote accessible businesses and tourism in the Wentworth Region.	



Improving access to mainstream services

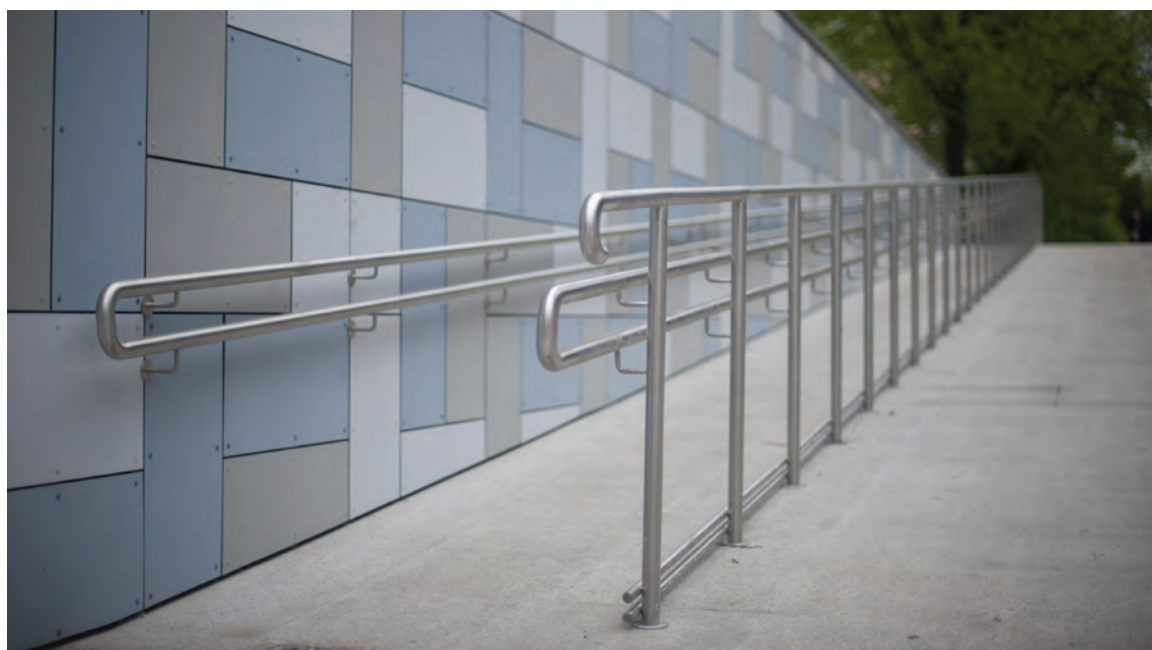
People with disability can more easily and efficiently access Council services and are engaged in the decision making of Council.

Community Outcome

A common issue for people with disability is the difficulty in navigating the systems and processes required to access the services and supports they need in the community. These difficulties are the product of a number of barriers including a lack of accessible information, inflexible processes, and limited opportunities for feedback and input.

Council will work to ensure that people with disability can make informed choices about available services and will advocate for other community and business organisations to review and change the way they do business to ensure people with disability can have equal access to information and services.

Outcome	Actions
People with disability have greater access to information via Council website.	Undertake an audit of Council's websites against WCAG 2.0 standards.
	Develop guidelines and/or checklists for staff who author web accessible documents
Improve communication and information processes.	Ensure all service information is available in a range of formats to support different needs and capabilities.
Update Customer Service Charter to provide guidance to staff in how to make information more accessible.	Customer Service training and processes incorporate the topic of disability awareness and person-centred communication.
	Progressively review the procedures supporting access to all Council services and processes to ensure improved access.
Council services can be accessed more independently by people with disability.	Ensure Council led community consultation events are held in accessible venues and a range of formats are used that considers the needs of people with disability.





Supporting access to meaningful employment

People with disability have greater access to employment opportunities with Council.

Community Outcome

Employment rates for people with disability are significantly lower than those without disability across all sectors. Participation in meaningful employment is vital if people with disability are to attain economic security, retain a sense of purpose and engage effectively with others in our community.

Council will aim to advocate for an increase in the number of people with disability in meaningful employment, thereby enabling people with disability to plan for their future, exercise choice and control, and increase their economic security.

Outcome	Actions
Council has recruitment and employment policies that reflect best practice with regards to encouraging and supporting the employment of people with a disability	Review Council's recruitment and employment processes to ensure they provide fair and barrier free opportunities to candidates who have a disability
	Keep inclusion front of mind when designing workforce management processes and practices
	Actively develop a respectful and welcoming work culture that is inclusive and disability conscious.



MONITORING AND EVALUATING

The Disability Inclusion Action Plan will be forwarded to the Disability Council NSW. Monitoring and evaluation of strategies is to occur on an annual basis. Council will report on the DIAP action items as part of its Annual Report. The report will be available in a range of formats through Council's website and Administration Office.

Wentworth Shire Council will commit to implementing and monitoring the Actions within the Plan over the next four years. We look forward to working with the community to ensure that the Actions within the Plan are implemented to a high standard and to the benefit of all.

The Disability Inclusion Action Plan will be reviewed and updated in 2026.



Our values: Honesty and Integrity | Accountability and Transparency | Respect | Quality | Commitment



RESOURCING STRATEGY

2022-2032

**WENTWORTH
SHIRE COUNCIL**
WORTH THE DRIVE



This document was compiled by Wentworth Shire Council.

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**Wentworth Shire Council would like to
acknowledge the Traditional Custodians
of the Land and pay its respects to Elders
past, present and emerging.**

This Plan has been prepared in accordance with the legislative requirements established under Section 403(2)
of the *Local Government Act 1993*.

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INTRODUCTION

To achieve our long-term vision, Council must assess what resources we need in order to do what the community wants. Resources include people, money, and assets.

The reality is, Council can't afford to do everything that the community desires all at once. This Resourcing Strategy allows Council to map out the community's needs in an affordable way over the next 10 years.

The context and role of the Resourcing Strategy and each of its 3 component parts is explained in this introductory section.

Council operates within a limited financial framework. Council's revenue is generated by a combination of rates, annual charges, user charges and fees, interest on investments and grants and contributions. This gives Council a budget of approximately \$45 million in 2022/23. Although this is a large budget, the constraints on our income and our existing expenditure commitments limit what Council can achieve over any financial year.

Thus, the long-term plans contained in this document are very important to maximise the outcomes of the strategies contained in the Community Strategic Plan and address not only short-term issues but also long-term challenges.

INTEGRATED PLANNING AND REPORTING FRAMEWORK

Integrated Planning & Reporting Framework (IP&R) is a strategic planning framework mandated by the NSW State government. The aim is to improve long-term financial sustainability, asset management, community consultation and business planning in local government.

IP&R recognises local government's unique position as the only agency with an interest in all aspects of a local area. It formalises the role of Council as the key advocate for the community for all issues.

The framework requires Council to take a comprehensive and rigorous approach to strategic organisational planning, resourcing, reporting and community engagement.

Council is required to prepare a set of planning documents:

- Community Strategic Plan (covering a minimum of 10 years)
- Community Engagement Strategy
- Resourcing Strategy consisting of:
 - o Long-term financial plan (minimum of 10 years)
 - o Asset management strategy (minimum of 10 years)
 - o Workforce management plan (minimum of 4 years)
- 4-year delivery program for each elected Council term
- Detailed operational plan that include the annual statement of revenue and annual budget.

COMMUNITY STRATEGIC PLAN

Council's Community Strategic Plan identifies the main priorities and aspirations for the future of the Wentworth Shire. It is the roadmap of what is important to the community and will guide the Shire over the course of the next 10 years.

Council has a clear strategic and integrated framework that is led by the Community Strategic Plan. The other plans are developed to support and deliver on the Community Strategic Plan.

Future documents produced by Council and subsequent decisions made by Council will be tested against the Community Strategic Plan to ensure that Council is working towards the achievement of the vision for the Shire. In short, the Community Strategic Plan is Council's foundation planning document.



RESOURCING THE COMMUNITY STRATEGIC PLAN

The Resourcing Strategy outlines Council's resourcing commitment over the next 10 years to implementing the objectives and strategies of our Community Strategic Plan. The Resourcing Strategy allocates Council's available resources to realise the aspirations of the Community Strategic Plan.

It seeks to support the most effective, efficient use of those resources to deliver the services the community needs and values and realise the vision of the Community Strategic Plan.

The Resourcing Plan is vital to ensure that Council and the community understand the major requirements in delivering all of Council's services and maintaining its assets.

We review the Resourcing Strategy annually to ensure it aligns with the diverse range of services identified in the Delivery Program and Operational Plan. The Resourcing Strategy consists of 3 key components:

- Long Term Financial Plan
- Asset Management Strategy
- Workforce Management Plan.

The **Long-Term Financial Plan** covers a 10-year period and outlines the financial implications of delivering on Council's responsibilities contained in the Community Strategic Plan. The purpose of the plan is to ensure that Council is a financially viable, adequately funded and sustainable organisation which can meet community expectations.

The **Asset Management Strategy** covers a 10-year period. It includes what Council needs to do to improve asset management and project resources. The strategy identifies the critical assets under Council's responsibility and outlines risk management strategies for these assets. It also contains long-term projections of asset maintenance, renewal and replacement costs.

The **Workforce Management Plan** covers a 4-year period. It helps ensure Council has the right staffing to handle the changes and challenges Council will face to meet the current and future service and operational needs of Wentworth Shire Council.

LONG TERM FINANCIAL PLAN

The first part of the Resourcing Strategy consists of Council's Long-Term Financial Plan (LTFP). The LTFP is Council's 10-year financial planning document and the emphasis is on long term financial sustainability. Financial sustainability is one of the key issues facing local government, due to several contributing factors including cost shifting from other levels of government, ageing infrastructure and constraints on revenue growth (including the NSW rate pegging system for local government).

The LTFP tests the community aspirations and planned objectives against financial realities. Contained in the LTFP are:

- Assumptions used to develop the plan;
- Projected income and expenditure, balance sheet and cash flow statements;
- A range of scenarios based on different financial settings; and
- Methods of monitoring financial performance.

Balancing community expectations, uncertainty of future revenue and expenditure forecasts is one of the most challenging aspects of the financial planning process. As such, the longer the planning horizon, the more general the plan will be in the later years. Every effort has been taken to present the most current estimates and meaningful data in this plan.

As it is difficult to predict the future in details, the later years in the plan don't contain the same level of detail. This information is kept contemporary by an annual review and a more comprehensive strategic review each 4 years.

ASSET MANAGEMENT STRATEGY

The second component of the Resourcing Strategy is Council's Asset Management Strategy. This plan deals with Council's Asset Management Policy, asset strategy, life cycle asset planning and links to specific asset category plans.

Local government is responsible for many billions of dollars' worth of community assets, which enable Council's to provide services to their local communities. These assets need to be managed sustainably and in the most appropriate manner on behalf of the community. Wentworth Shire Council is the custodian of around \$700 million of community infrastructure assets.

Council's Asset Management planning framework includes:

- Council's overall asset management principles and goals;
- Asset Management Policy;
- Life cycle management planning;
- Asset management systems and service delivery; and
- Action plan for asset improvement.

The Asset Management Strategy is the summary of the relevant strategies, plans and actions for the assets critical to Council's operations. It is a reflection of Council's intention that our community's infrastructure network is maintained in partnership with other levels of government and stakeholders to meet the needs of the local community. The plan is predicated on the need for assets to be maintained at a safe and functional standard.

Critical to the achievement of the Asset Management Strategy will be the provision of sufficient funding over its life to ensure that infrastructure provides services at the standard that the community expects and can reasonably afford.



WORKFORCE MANAGEMENT PLAN

The third component of the Resourcing Strategy is the Workforce Management Plan. This plan sets out future service and operational needs of Council and helps us make sure that our staff can handle the changes and challenges we will face over the next 10 years.

Workforce planning is the process of identifying current and future staffing needs on the basis of current internal and external information.

The Workforce Management Plan is a 4-year big picture view of workforce issues. It takes into account:

- How our current workforce is made up across the entire range of Council's services;
- What staff we need to keep our Council working well and serve our community; and
- How we can staff our Council in the most cost-effective way now and into the future.



LONG-TERM FINANCIAL PLAN

2022-2032

WENTWORTH
SHIRE COUNCIL
— WORTH THE DRIVE





LONG-TERM FINANCIAL PLAN

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OVERVIEW

Background

A Long-Term Financial Plan is a key Resourcing Strategy document required under the New South Wales Integrated Planning and Reporting framework. Local government operations are vital to the community, and it is important for stakeholders to have the opportunity to understand the financial implications arising from its Community Strategic Plan, Delivery Program and Annual Operational Plan and to be assured that these plans are financially achievable and sustainable.

Wentworth Shire Council's Long-Term Financial Plan recognises its current and future financial capacity to continue delivering high quality services and infrastructure to the community while undertaking the initiatives and projects that will contribute towards the aspirations set down in the Community Strategic Plan.

Council's ability to deliver community wants is dependent on the level of financial resources earned. Good financial management requires the understanding of the short and long term financial impacts of decisions taken now, in the past and in the future. It also requires consideration of the potential influences from outside of Council's control that may impact on the finances of Council.

Local government is reasonably unique in the breadth of the services it delivers and its reliance on assets, that have a high cost and long lives, which are used to provide a significant proportion of those services. Long lived assets are particularly difficult to manage from a financial perspective as the funding required to build, maintain and replace them can be extremely variable from one period to the next.

The Long-Term Financial Plan also aims to:

- Establish greater transparency and accountability of Council to the community;
- Provide an opportunity for early identification

of financial issues and any likely impacts in the longer term;

- Provide a mechanism to solve financial problems and understand the financial impact of Council's decisions; and
- Provide a means of measuring Council's success in implementing strategies.

Projecting over a ten-year timeframe necessitates the use of a variety of underlying assumptions. The Long-Term Financial Plan will therefore be closely monitored, and regularly revised to reflect changing circumstances.

Section 8B of the *Local Government Act 1993 (NSW)*, outlines the Principles of sound financial management that Council is required to adhere to. Therefore:

- Council spending should be responsible and sustainable, aligning general revenue and expenses.
- Council should invest in responsible and sustainable infrastructure for the benefit of the local community.
- Council should have effective financial and asset management, including sound policies and processes for the following:
 - o Performance management and reporting;
 - o Asset maintenance and enhancement;
 - o Funding decisions; and
 - o Risk management practices.
- Council should have regard to achieving intergenerational equity, including ensuring the following:
 - o Policy decisions are made after considering their financial effects on future generations; and
 - o The current generation funds the cost of its services.

These principles have informed and been incorporated into the development of Council's Long-Term Financial Plan.



CURRENT FINANCIAL SITUATION

Operating Results

The following table details Council's operating results for each of the last five years.

WENTWORTH SHIRE COUNCIL INCOME STATEMENT					
Year Ending June 30th	2017	2018	2019	2020	2021
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating Revenue					
Rates & Annual Charges	7,938	8,163	8,635	8,822	9,164
User Charges & Fees	5,570	6,759	5,422	7,798	7,582
Interest	808	765	886	586	245
Grants & Contributions (Op)	13,789	10,247	9,713	10,307	10,384
Grants & Contributions (Cap)	2,472	1,505	6,544	8,300	11,724
Other Operating Revenue	692	840	1,118	1,028	1,020
Net gain/loss Disposal of Assets	310	121	215	80	135
Total Revenue	31,579	28,400	33,994	36,921	40,306
Operating Expenses					
Employee Costs	8,478	9,656	9,280	8,790	8,792
Materials & Contracts	5,296	5,708	5,464	7,859	9,553
Interest Charges	74	191	216	206	375
Depreciation & Amortisation	7,713	7,533	8,956	8,941	8,077
Other Operating Expenses	3,391	3,331	3,618	3,490	982
Total Expenses	24,952	26,419	27,534	29,286	27,779
OPERATING RESULT	6,627	1,981	6,460	7,635	12,527



Balance Sheet Results

The following table details the balance sheet results for the past 5 years.

WENTWORTH SHIRE COUNCIL BALANCE SHEET					
Year Ending June 30th	2017	2018	2019	2020	2021
	\$'000	\$'000	\$'000	\$'000	\$'000
Current Assets					
Cash and cash equivalents	7,523	4,968	6,327	10,413	12,393
Investments	21,000	22,313	24,000	18,005	26,000
Receivables	4,593	5,666	3,456	5,546	3,985
Inventories	507	184	207	202	166
Other	162	141	156	213	156
Current Assets	33,785	33,272	34,146	34,379	42,700
Non-Current Assets					
Investments	-	1,000	1,461	1,359	1,140
Infrastructure	399,223	415,975	422,775	442,194	453,683
Intangible Assets	-	184	184	184	184
Non-Current Assets	399,223	417,159	424,420	443,737	455,007
Total Assets	433,008	450,431	458,566	478,116	497,707
Current Liabilities					
Payables	2,027	1,526	1,537	3,578	2,905
Income Received in Advance	395	434	487	-	-
Provisions	2,003	2,224	2,110	2,212	2,263
Contract Liabilities	-	-	-	1,056	6,318
Borrowings	311	187	247	262	499
Current Liabilities	4,736	4,391	4,381	7,108	11,985
Non-Current Liabilities					
Provisions	664	1,042	1,504	2,720	2,837
Borrowings	3,440	4,592	4,292	4,032	5,522
Non-Current Liabilities	4,104	5,634	6,752	5,796	8,359
Total Liabilities	8,840	10,025	10,177	13,860	20,344
NET ASSETS	424,168	440,406	448,389	464,256	477,363
Restrictions					
External restrictions	11,445	12,217	14,495	13,498	22,181
Internal restrictions	10,010	10,767	11,199	10,583	10,928
Unrestricted cash	7,068	5,297	4,633	4,337	5,284
Capital expenditure	14,128	10,338	14,459	19,766	19,162



Financial Sustainability

Council supports the definition of financial sustainability set out by NSW T-Corp that:

“A local government will be financially sustainable over the long term when it is able to generate sufficient funds to provide the levels of service and infrastructure agreed with its community.”

The key principles driving Council's long-term planning include:

- The Community Strategic Plan will continue to guide Council's actions, with annual reviews of progress and priorities as required by the IP&R framework;
- Long-term financial planning will manage operating costs to deliver operating surpluses to fund infrastructure and facilities;
- A workforce plan to be an employer of choice;
- Infrastructure and asset maintenance monitored on a regular basis to maximise renewal levels without over-servicing;
- Policies and procedures regularly reviewed to improve Council's approach and ability to respond to emerging needs and community expectations; and
- Regular assessment of funding projections to determine appropriateness of debt to meet the need for future infrastructure.

Council's short to medium term financial capacity is considered to be very sound.

Council has:

- A large portfolio of operational and community assets;
- An ability to balance cash flows over the next ten years;
- A positive financial asset position with manageable levels of debt; and
- Strong cash holdings that provide capacity to manage normal variations that occur in operational performance and to provide cash for investment opportunities that may arise.

In many cases external factors exert significant pressure on Council's long-term sustainability.

Some of these external factors include:

- The regulatory environment that defines the scope and boundaries by which Council must conduct its business;
- Continual lower than anticipated allowable rate peg increases;
- Cost shifting by government such as contributions to emergency services, inadequate funding for public libraries and the cost of regulation of companion animals; and
- Growth and urban development increasing the Shire's population and therefore increasing the demands on existing infrastructure, facilities and services provided.

Each of the above results in an income gap with costs increasing at a greater rate than revenue. Council continues to conduct comprehensive reviews of all budgets which demonstrates its commitment to remaining financially sustainable and reducing the income gap.

With each annual budget process Council aims at a minimum, to achieve a balanced budget which allows the organisation to maintain a positive unrestricted cash and investment balance. This position gives Council the flexibility to maintain liquidity and fund any unforeseen expenditures or discretionary funding deficits.





Economic Conditions

Fluctuations in inflation rates over time impact upon both income and expenditure. To reflect current economic conditions appropriately, and to safeguard against the risk of detrimental fluctuations in the Consumer Price Index in the medium to long term, Council applies an inflationary factor of 2% in the short term, escalating to 3% in the medium to long term of the Plan.

The rate of wages growth is a significant issue for Council in managing its underlying operating expenditure over a ten-year timeframe, as employee costs currently represent approximately 40% of Council's total operating expenditure.

Council adopts conservative assumptions in financial projections, to mitigate the risk of economic fluctuations adversely affecting financial sustainability. The assumed escalation rates for both income and expenditure are regularly reviewed and updated as appropriate.

PLANNING FOUNDATIONS

Wentworth Shire Council remains committed to operating within a financially sustainable framework, to ensure that its community and other stakeholders can rely upon the ongoing provision of a full and diverse range of high-quality community services, facilities and infrastructure.

Council plans to maintain its financial position and performance, to ensure resilience and maintain capacity to adapt and respond to emerging community needs in a measured and equitable manner.

Planning Assumptions

Key principles employed in the financial planning process include but are not limited to the following:

- Financial sustainability;
- Maintain diversity of income sources;
- Generate significant operating surpluses;
- Maintain tight control over expenditure and staff numbers;
- Deliver best value services, facilities and infrastructure;
- Effective and efficient utilisation of funding sources to fund capital works and asset acquisitions;
- Prudent financial investment;
- Consider appropriate use of debt;

These principles have informed and been incorporated into the development of Council's Long-Term Financial Plan.

Council has also considered the following assumptions:

- Council will maintain its existing service level to residents;
- Any changes to future services will be determined in consultation with the community; and
- Consideration of the financial effects of Council's decisions on future generations. Council shall strive to achieve equity between generations of ratepayers (intergenerational equity) whereby the mechanisms to fund specific capital expenditure and operations takes into account the ratepayers who benefit from the expenditure and therefore on a user pay basis who should pay for the costs associated with such expenditure.



The Long-Term Financial Plan continues Council's commitment to maintain tight control over its financial position and performance, an achievement that has been continually demonstrated through strong operating results.

Council is committed to the ongoing review of its service delivery as part of a continuous improvement process. Specifically, Council is seeking to identify if the services it delivers are relevant and necessary to the community as well as appropriate in the current environment. The continual improvement process includes determining if the service meets the needs and expectations of the community as set out in the Community Strategic Plan.

The continuous improvement process aims to achieve the following objectives:

- Assist in informing Councillors, the community and Council's staff on what, how and why it delivers the current list of services. It endeavours to answer questions surrounding the need to provide the service, service delivery alternatives such as contracting resources, outsourcing some activities, joint delivery with other councils/organisations, what can be provided at what cost and if any efficiencies can be found.
- Finding savings that are real, sustainable and are able to be entrenched into future budgets. This strategic approach to budget management is to identify lasting solutions for the provision of services in contrast to common short-term budget management strategies which include delaying the implementation of projects and unfunded activities or by making budget cuts that may not align with the Community Strategic Plan.
- Embedding the realisation of continuous improvement. In providing an environment where continuous improvement to service delivery is expected, staff are encouraged and supported to identify opportunities to make the services that Council provides the best value for its community.

Council will continue to prudently manage its cash reserves and investments, to ensure that appropriate financial reserves are available to meet Council's liabilities and commitments as

they fall due, and manage cash flow demands to ensure responsible financial management control. While externally restricted reserves will be maintained in accordance with legislative requirements, a number of internally restricted reserves are used to ensure that funds are set aside to directly support the Community Strategic Plan's priority initiatives and projects.

The Capital Program is forecast over the ten-year frame of the plan. In later years, where specific projects may not have been fully identified, provisional sums are included reflecting historical works patterns, and in line with renewal requirements identified as part of the Asset Management Strategy.

The Long-term capital works program identifies the various funding sources proposed for each capital project. Council will utilise grant funding where available, internal reserves where applicable and borrowing where it is deemed necessary and intergenerational equity is considered appropriate.

Revenue Forecasts

This section includes a review of the major sources of income received by Council, including explanatory information along with a discussion of any risks and assumptions. Council aims to maintain a diverse income base, with income sources outside Rates and Annual Charges vital to reducing the burden on rate payers of funding all of Council's ongoing operations, minimising the impact of rate-pegging.

The major sources of revenue for Council are:

- Rates and Annual Charges
- User Charges and Fees
- Interest
- Grants and Contributions
- Other Revenue



Rating and Annual Charges

The total income that can be raised from levying rates on property is capped by the State Government via the Independent Pricing and Regulatory Tribunal. The current rate structure for Wentworth Shire Council will be maintained; rate assessments are based on a combination property valuations (ad valorem) and base rates. The continuing constraint of rate pegging imposed by the State Government limits Council's ability to provide additional services or borrow additional funds and has focused considerable attention to the need for and efficiency of each service provided.

Council's general rates income can grow when new properties are developed that require additional local government services. Property growth impacts on Council's financial performance by increasing rate revenue as a result of the increased number of rateable assessments. It is important to note however, that the increase in rate revenue resulting from property growth is generally not in direct proportion to the increase in the number of rateable assessments.

Council has been experiencing a growth in rateable assessment in the Buronga/Gol Gol locality in recent years, this is expected to continue into the short to medium term. Council's financial modelling includes an anticipated increase in income and expenditure associated with the growth in population. Whilst it is anticipated that service priorities will change as the area's population grows, it is assumed that the range of services will be consistent to that currently being delivered.

The general allowable increase for 2022/2023 has been set at 0.70%. This is the lowest increase in more than 20 years and considerably less than the 2.50% that had been previously forecasted. Assuming everything else remains equal the impact of this lower than expected increase will result in a reduction in rate revenue of approximately \$1,000,000 over the next ten years.

Beyond 2022/2023, Council has estimated increases for years 2-5 at 2.5% pa and

increases in years 6-10 at 3.0% pa.

For rating purposes land in Wentworth Shire is categorised as residential, farmland or business. Each of these categories has a number of sub-categories. The current rates structure is as follows:

Farmland	Business	Residential
Dry Land Grazing Licence/Pump Site/Pipeline Farmland	Wentworth Mourquong Trentham Cliffs Arumpo Pooncarie	Wentworth Buronga Gol Gol Gol Gol East Pooncarie Dareton Rural Residential

Council will continue to closely monitor its rating path and the best way to equitably align its rating structure to ensure the fair and equitable distribution of the rates burden for all our rate payers.

Domestic Waste Management Charges

Domestic waste management charges are provided on a full cost recovery basis and are determined each year pursuant to Section 496 of the Local Government Act, 1993. The charge is based on a 120 litre capacity mobile garbage bin. Additional charges are made in the event that householders require additional capacity for general waste.

Tourism Levy

A special variation for Tourism was approved in 1998 for \$10 per assessment and is still in place.



Water and Sewer

The pricing of water and sewerage services is guided by the State Government Best Practice Pricing Guidelines. Council has adopted a two-part tariff for water supply, consisting of an access charge and a usage charge. Access charges are related to the size of the water meter installed on each property. Sewerage tariffs adopted by Council consist of a uniform sewerage charge for all relevant properties as outlined in the Operational Plan. Water and Sewer services are a full cost recovery user pays service provided to those who access the network.

Pensioners who hold a Pensioner Concession card and own and occupy rateable property in Wentworth Shire receive a mandatory rebate on their rates and annual charges. Council continues to provide a 100% rebate for eligible pensioners, this provides an additional rebate on top of the mandatory 55% rebate that is funded by the State Government and in total costs Council approximately \$80,000 per year.

Whilst this cost has remained reasonably consistent, Council will continue to assess the long term impact to ensure the sustainability of this policy and consider the long term benefits and impacts on Council.

Interest charges on unpaid rates and charges will accrue on a daily basis at the rate advised in accordance with Section 566 of the *Local Government Act 1993*.

User Charges & Fees

Many of the services provided by Council are offered on a user pays basis. Fees and Charges relate mainly to the recovery of service delivery costs through the charging of fees to users. All fees in this category are annually reviewed, published in the fees and charges schedule which is part of the Annual Statement of Revenue within the Operational Plan, and incorporated within the annual operational budget. Assessment of fees and charges is based on:

- the cost of providing the service
- whether the goods or service are provided

- on a commercial basis
- the importance of the service to the community
- the capacity of the user to pay
- the impact of the activity on public amenity
- competitive market prices
- prices dictated by legislation
- factors specified within relevant local government regulations as applicable.

Council needs to be mindful of using fees and charges as an avenue to increase revenue over the life of the Long-Term Financial Plan in that it can create issues around maintaining equitable access to services and facilities for residents. The Shire's relatively low population base does not provide a large market from which significant fees and charges can be obtained.

There are a mixture of commercial, regulatory and statutory fees in addition to user based fees, which are subsidised to provide wider community outcomes. The Long-Term Financial Plan assumes that fees will rise, in general terms, in lines with CPI over the course of the ten years. The level of fees and charges income will fluctuate moderately from year to year depending on patronage and demand for facilities and services.

The Transport for NSW Roads Maintenance Council Contract (RMCC) for the Sturt and Silver City Highways is classed as a fee for service contract and accounts for approximately \$2 million of revenue annually.

Interest on Investments

Council invests funds that are surplus to its current needs in accordance with the approved "Ministerial Investment Order" and its own Investment Policy and Strategy, which is reviewed annually.

Council's Investment Policy and Strategy for the management of surplus funds was last endorsed by Council in January 2022. It reflects a prudent and conservative approach to achieving reasonable returns ensuring the safeguarding of Council's funds for their intended purpose.



The size of the investment portfolio and interest rate returns determines the revenue generated from Council's cash investment portfolio, this is expected to decline or stay very stagnant given the continuing ultra-low interest rate environment and the utilisation of cash reserves for which they have been set aside. With this in mind it has become apparent that Council can no longer continue to rely on additional investment income in the short to medium term.

Council will continue to carefully manage its cash reserves and investments to ensure that appropriate financial reserves are available to meet Council's liabilities and commitments, along with managing cash flow demands to ensure responsible financial management control.

Council will closely monitor its investment performance as part of its monthly reporting and quarterly budget reviews to demonstrate its financial health and sustainability.

GRANTS & CONTRIBUTIONS

Operational Grants

Council receives grant funding from other government bodies to supplement its other sources of income and provide additional funding for specific projects or programs where there may be shared outcomes.

Council is currently allocated \$6.5M annually from the Commonwealth Government in the form of the Financial Assistance Grants (FAG). These are general purpose grants paid to local councils under the provisions of the *Commonwealth Local Government (Financial Assistance) Act 1995*. These funds are paid to Council as an unconditional grant.

Other specific grants are allocated to individual projects or programs, either as part of a National or State scheme, or as a result of a specific grant funding application.

The Long-Term Financial Plan allows for a notional annual increase in line with CPI. Other grant programs have been reviewed and modelled based on their individual project

timelines. It is assumed that in the future, new grants will be received but will be offset by commensurate expenditures, resulting in no net financial impact.

There is an ongoing risk that the funding methodology applied to the allocation of the Federal Assistance Grants could be altered and that Council receives a reduction in grant allocations. If this was the case, Council would need to assess its response to any proposed change.

CAPITAL GRANTS & CONTRIBUTIONS

Developer Contributions

Developer contributions provide significant funding towards the cost of essential public facilities, amenities and infrastructure provided by Council. Developer contributions are heavily reliant on the property development cycles influenced by demand, availability of land, interest rates and access to funding. As a result there are substantial risks of cash flow not aligning with planned expenditure to be funded by development contributions funding, leaving funding "gaps" that need to be supplemented by other sources until contributions are received.

Capital Grants

Capital grants are received by Council for specific projects to assist in the funding of community facilities or infrastructure. The grants provide additional levels of funding that can assist in accelerating the commencement of a project, demonstrate a shared commitment from the funding body or provide a greater benefit arising from the additional funding.

A number of proposed projects over the ten years will require significant additional sources of funding for the projects to progress. Each of these projects is assessed, and where the funding sources are known, included in the Long-Term Financial Plan.



The plan incorporates known committed grants and a conservative allowance for capital grants income in future years based on historical availability of grant funding assistance. As specific projects are identified as eligible for grants, the income and budgeted capital expenditure are matched within the plan.

OTHER REVENUE

Miscellaneous revenue is obtained from a variety of sources including insurance recoveries, property rentals, etc. It is anticipated that other revenue will be maintained at current levels with an increase for CPI factored in.

Council may carry out work on private land, either on request or arrangement with the land owner or under relevant legislation. The amount or rate to be charged will be the appropriate commercial rate, being the actual cost of the works and standard on-costs to provide full cost recovery plus a return to Council.

Expenditure Forecasts

The major sources of expenditure for Council are:

- Employee Expenses
- Borrowing Costs
- Materials & Contracts
- Depreciation
- Other Expenditure

This section includes a review of Council's major expenditure commitments over the next ten years, together with background information and a discussion of any key risks and assumptions. Operating expenditure is expected to increase in general terms over the next ten years and an average increase for annual growth of 0.5% less than expected CPI growth has been applied to all costs, unless specifically modified on the basis of other data or assumptions.

Employee Expenses

Council is a leading employer in the region both directly through its full-time equivalent workforce of 132.45 budgeted positions and indirectly through the services it contracts to ensure an efficient, affordable and sustainable service delivery model for the community.

Council aims to build its reputation as an "employer of choice" in order to attract and retain quality staff that it will continue to develop, support and assist. The challenge in a competitive market place is to achieve these goals and enhance Council's service delivery capability while maintaining salary and wages that are sustainable over the long term.

Direct employee costs represent approximately 40% of Council's total operational expenditure, therefore it warrants specific strategic planning, ongoing monitoring and tight management control to ensure financial sustainability.

Under the NSW Local Government State Award, on average staff receive a 2% pay increase each year. Combining the award increase with performance-based increases and other employee on costs such as superannuation and workers compensation insurance, the annual increase factored into the budget for employee costs is 2.5% in the short term and 3% in the medium to long term.

Council's Workforce Management Plan has been prepared in line with the development of this Long-Term Financial Plan and considers the current and future workforce challenges and the skill sets of employees required to meet our key objectives.

The Workforce Management Plan is intended to provide an understanding of the internal and external issues facing the organisation now and into the future in terms of the capability of our people, the quality of management and leadership and our workforce culture.



The delivery of major projects in line with the Community Strategic Plan will rely on the effectiveness of Council's workforce to plan, implement and manage the many projects, facilities and services.

Council will continue to develop strategies that enhance recruitment and attraction, customising learning and development needs, building leadership and management capability and supporting effective performance development and management. These programs are incorporated within the current provisions contained in this Long-Term Financial Plan.

Council Employee Leave Entitlements reserve is used to fund unanticipated changes in termination payments each year. The number of staff who might leave is difficult to predict and the Long-Term Financial Plan modelling has a provision added to represent the projected levels of retirements, to accommodate the challenges of an ageing workforce.

Council's policy is to fully fund the leave entitlements of staff in the Employee Leave Entitlements Reserve. In recent years the reserve has been used to assist in the funding of costs associated with the resignation/retirement of a number of long serving employees. Council has been fortunate in recent years that it has had enough surplus cash to fund 100% of this reserve. It is projected that the reserve will maintain a balance of 100% over the life of the Long-Term Financial Plan. However, if surplus funds were to decrease Council may have to revisit this policy.

Workers Compensation premiums increase and decrease significantly with claims history. Council continues to be proactive in order to minimise any potential for claims.

Borrowing Costs

Wentworth Shire Council in the past has been debt averse and viewed the achievement of a low level of debt or even a debt free status as a primary goal. However, we appreciate that the use of loan funding can be a critical

component of the funding mix to deliver much needed infrastructure to the community. The beneficiaries of these projects will assist in their funding as their rates will be applied in part to repaying the loans. This is in contrast to current ratepayers bearing the entire burden in one year, possibly at the expense of other worthwhile expenditure.

Debt is seen as a method of more fairly spreading capital costs to deliver intergenerational equity. Keeping this in mind there are limits to the amount Council can borrow without impacting on its financial sustainability and Council is mindful of not wanting to impose an excessive debt burden on current or future generations.

Council's borrowing strategy projected in the LTFP is to restrict the debt service ratio to less than the industry benchmark of 20%. Before embarking on any new debt Council will consider the following:

- Debt financing is only to be used for clearly identifiable major projects and the Capital Works Program.
- Debt finance will not be used to meet operational shortfalls.
- The period of repayment of debt finance shall not exceed the period over which the benefits are received from a project, or the life of the asset whichever is lesser.

The principles of intergenerational equity are supported in respect of the Council contribution to the funding of major projects, the benefits of which will be shared by future generations. Loans shall only be raised after taking into consideration future known specific capital funding requirements and, when raised, shall only fund the specific project or purpose approved.



Materials and Contracts

Materials and contract expenditures are another significant proportion of total operating expenditure, with the amount expended fluctuating moderately from year to year, depending on the specific needs and priorities of the services and projects within this category.

Council has a significant infrastructure portfolio that needs to be maintained to a quality standard, whilst providing a broad and diverse range of quality services for its community. Expectations for increasing levels of service and new community assets will lead to future cost pressures. Asset management and service planning, together with on-going reviews of contract and services, will aim to defray some of these increasing cost demands.

Major financial risks within this category of expenditure include:

- increased costs of inputs to operations (waste costs, fuel, labour)
- increased levels of service expected by the community and other stakeholders
- new services expected to be delivered by local government and potential government cost-shifting
- additional asset maintenance costs (new parks, roads, cycle ways, trees, facilities etc)
- limited competitive supply for some specific service areas.

Council's Asset Management Strategy incorporates the over-arching framework, policies and strategies to manage the critical assets under Council's control, a key measure of long-term sustainability.

The Long-Term Financial Plan provides estimates of the planned maintenance levels for each of the major categories of infrastructure assets including forward estimates for asset maintenance activities including new assets developed, together with provisions for projects that refurbish, upgrade or create new community facilities and essential infrastructure.

The long-term financial plan and asset management plan together demonstrate the council's capacity to fund the required

maintenance and renewal of its critical operational and community assets, in a condition appropriate to meet the needs of the community and its expectations over the next ten years.

Depreciation

Depreciation of assets is a non-cash expense that systematically allocates the financial benefit of a fixed asset, and recognises degradation of its capacity to continue to provide functionality over time. Depreciation provides an approximate indicator of the reduction of the asset's estimated useful life, on the proviso that it is maintained in a standard condition.

Depreciation is based upon each asset's value and an annual rate of depreciation calculated on the estimated useful life for each asset class. Depreciation is not influenced by other factors such as CPI and will only change if asset values or depreciation rates vary, or assets are acquired or disposed of. NSW Office of Local Government guidelines require that all assets are revalued to "fair value" within a five-year cycle.

Valuation and depreciation methodologies are regularly reviewed, as part of cyclical asset revaluations and in the interim, as improved asset data is incorporated into depreciation calculations, with the aim of better aligning asset depreciation with consumption of economic benefit as closely as practical, using available information.

However, depreciation – a notional calculation of asset consumption over its useful life – is not a measure of the required renewal expenditure on an asset in any given year. It does not reflect the actual physical degradation of the asset condition. Depreciation is therefore merely a guide towards the funds that should be allocated towards the renewal of assets on an annual basis.



Council's investment in new community facilities and other assets, and periodic revaluation of our existing assets will see the depreciable asset base rise over time. The Long-Term Financial Plan assumes a continuation of present-day depreciation methodology.

Other Expenses

This incorporates costs relating to ordinary goods and services which are recurrent in nature and relatively stable as a proportion of total expenditure, such as postage, printing and insurance. It also includes payments to utilities, donations to other organisations, tourism activities and contributions to other levels of government that can significantly change over time.

Total costs for this category fluctuate over time, reflecting specific payments for individual projects and periodic events, payments to other government bodies and local government elections.

CAPITAL EXPENDITURE PROGRAM

Council's existing infrastructure assets are generally in good condition, and Council is in a position whereby it can maintain the current levels of service and budget allocation towards asset maintenance and renewal expenditure.

Consistent with previous iterations of the Long-Term Financial Plan, Council continues to plan for an extensive capital expenditure program with approximately \$100 million in expenditure forecast over the next ten years.

Council, through its capital works program, delivers vital improvements to the shire's public areas, roads, water, sewer, footways, stormwater, parks and open spaces, pools and other community facilities. New or replacement facilities are designed and constructed to meet growing community needs, while the existing essential infrastructure and community facilities require upgrades and renewal in addition to their annual maintenance programs.

Capital works funding is the largest program of expenditure in Council's Long-Term Financial Plan and is therefore the subject of rigorous planning to ensure a sustainable level of funding for the timely delivery of projects. The capital works schedule incorporates estimates of the scope, value and timing of the works and projects based upon Council's priorities, current level of knowledge and best estimates.

Substantial capital programs are in place to continue the renewal of Council's infrastructure network. The programs will ensure that these key asset groups meet or exceed Council's determined 'minimum' service levels and continue to provide the expected amenity to the community.

The capital works program prioritises projects based on asset condition, risk, community need and other opportunities as they arise with other entities. Over shorter periods, some areas of the Shire may require more capital works than others to reflect short term needs and opportunities.

The need for new assets is constantly assessed and verified against current population and development projects, community feedback and alternative means of supplying services. A further consideration is the priority of refurbishing existing assets that provide community benefits or operational service that require regular refurbishment to enable the overall safety and quality of the facility to be maintained.

The ten-year capital works schedule comprises a mixture of specifically identified and budgeted projects over a shorter term and contains provisional sums over the longer term for programs of work where individual project opportunities have not been determined as yet.

Apart from funding constraints, Council has capacity constraints which determine the capital works program delivery timeframe. The constraints in project delivery include community consultation, state government approvals, design, procurement processes and availability of labour resources to project



manage and implement the projects.

In addition to the renewal and expansion of Council's asset base delivered through the capital works program, Council undertakes a replacement (and, where appropriate) upgrade/expansion program for its plant and equipment assets including motor vehicles, furniture, plant and IT hardware.

This significant capital program requires careful planning and financial management, in order to ensure that delivery is achievable whilst maintaining operational service standards.

	Asset Class Total
Plant & Equipment	\$20,800,000.00
Office Equipment	\$2,000,000.00
Furniture & Fittings	\$202,000.00
Land	\$750,000.00
Land Improvements	\$1,049,700.00
Buildings	\$13,588,109.00
Other Structures	\$275,000.00
Roads	\$37,835,030.00
Bridges	\$200,000.00
Footpaths	\$794,000.00
Stormwater	\$6,530,000.00
Water	\$10,225,936.00
Sewerage	\$18,722,849.00
Swimming Pools	\$346,522.00
Open Space/Recreation	\$5,582,500.00
Other Infrastructure	\$1,297,000.00
Library Books	\$865,000.00
Tip Assets	\$17,275,000.00
	\$138,338,646.00



Asset Management

Wentworth Shire Council is responsible for a large and diverse asset base. These assets include roads, bridges, footpaths, drains, halls, parks, sporting facilities, water and sewerage infrastructure. The infrastructure assets owned or controlled by Council are required for service delivery, not for profit making. The key objective therefore in assessing infrastructure assets is that a specific level of service can be provided now and into the future.

Service provision, in particular service levels, ultimately determine the infrastructure asset requirements of a Council. In turn all assets that are utilised for service provision require proper maintenance and replacement, over a period of time, to guarantee that the specific service levels are actually achieved now and into the future.

In order to manage this asset base, strategies and plans have been developed which are designed to address issues regarding asset life cycles and risk. The Asset Management Plans that have been developed include information on existing asset condition, deemed acceptable base condition and any associated funding shortfalls together with revised financial models providing affordability data.

The data from these plans have been used to populate the Long-Term Financial Plan and act as a guide to assist Council in its decision making processes and is based on best available financial data and assumptions regarding projected movements in future years. It is expected that, as these plans evolve, projected indicators may look decidedly different as further knowledge and expertise is developed.

The program for asset renewal, enhancement and for the creation of new assets will be informed by Council's Asset Management Strategy. Over the long term, proposed capital expenditure for replacement and refurbishment of key asset classes is expected to meet or exceed the required level, as identified in the Asset Management Strategy.

The need for new assets is constantly assessed and verified against current population and development projects, community feedback and alternative means of supplying services. A further consideration is the priority of refurbishing existing assets that provide community benefits or operational service that require regular refurbishment to enable the overall safety and quality of the facility to be maintained.

FINANCIAL MODELLING

The Long-Term Financial Plan modelling has been devised with three scenarios, as per the Integrated Planning and Reporting requirements.

OPTION 1 (BASE CASE) – (refer financial summary pages Option 1)

This is based on Council's 2021/2022 budget and includes only a major review of expenditure. This is Council's base case scenario and focuses on what it costs to provide basic services to the community at current levels. No new major capital works have been included other than capital renewals and projects already included for future years. This scenario assumes that all projects were completed as planned in their respective years.

This scenario also includes the following:

- Council continues to run the caravan park in its current format following completion of the redevelopment. No further capital expenditure has been planned for the immediate future.
- Council's application to expand the Buronga Landfill is unsuccessful resulting in:
 - o The landfill closing at the end of the 2023/2024 financial year
 - o Kerbside collection has to be transported interstate to be disposed
 - o Transfer stations and smaller sites continue to operate.



Revenue Assumptions

- Ordinary Rates will continue to increase annually in line with State Government rate pegging policy.
- General User Fees and Charges will rise annually by forecasted CPI.
- Regulatory Fees and Charges will stay the same with any increase attributable to extra service provision.
- There are no new capital grants forecasted and income will rise by forecasted CPI.
- Recurrent Operating Grants will increase by forecasted CPI
- Investment income is to remain at current levels to reflect current historic low interest rates.
- Growth Rate is based on the historical trends of 1.0%

Expenditure Assumptions

- Employee costs will increase by forecasted 3.00% per annum for four years then 3.50% for every year thereafter. There is no increase in staff numbers forecasted.
- Other operating expenditure all increased in line with CPI (3%).
- Asset renewal rate is projected to be above 100% for the remaining period of the plan.
- Service levels to remain at current provisions.
- This scenario includes only capital expenditure requirements required to keep maintaining current service standards.

OPTION 2 (Preferred Option) – (refer financial summary pages Option 2)

This is based on Council's 2022/2023 budget and includes a major review of revenue, operating expenditure and capital expenditure. This option includes the following considerations:

- Council no longer operates the Willowbend Caravan Park having sold the long term lease to a 3rd party to operate the park.
 - o Council has completed the redevelopment of the park during the 2022/2023 financial year. Any future improvements at the park becomes the responsibility of the operator.

- Council continues to operate the Buronga Landfill
 - o Application to expand the site and increase the EPA licence was approved
 - o \$9M of capital works to expand the site had been programmed to commence in the 2024/2025 financial year
 - o Tonnage to increase to 50,000 tonnes per annum from 2025/2026 financial year
 - o \$2M in remediation expenditure has been programmed for the 2026/2027 financial year.
 - o Capital expansion and remediation expenditure to be funded via long term loans.
 - o \$200K has been allowed in the 2022/2023 financial year to continue progressing the expansion.
- Ongoing significant grant programs in the early years of the plan including:
 - o Resources for Regions
 - o Local Roads and Community Infrastructure
 - o Fixing Local Roads
 - o Stronger Country Communities Fund

Revenue Assumptions

- Ordinary Rates, User Fees and Charges, Operating Grants will be increase by the following amounts:
 - o Years 2 – 5 increase by 2.5%
 - o Years 6 –10 increase by 3.0%
- Investment income to remain relatively static to reflect expected low interest rates that is offset by increases in cash on hand and held for investment.
- Growth rate in rateable properties is anticipated to total 25%. This assumption assumes a conservative increase over the first 5 years of the plan.
- Developer Contributions have been factored in line with growth in rateable assessments, however there is expected to be a lag between the need for Council to spend funds and when developer contributions are received.



Expenditure Assumptions

Expenditure is critically reviewed on an annual basis. Where there is no justification for an increase in operational expenditure then it is held at current year's levels or even reduced.

- Materials and Contracts and Other Expenses have been forecast to increase by the following amounts:
 - o Years 2 – 5 2.0% increase in operational expenditure
 - o Years 6 – 10 2.5% increase in operational expenditure
- Borrowing costs will change annually in line with approved loan repayment requirements
- Employee Expenses have been forecasted to increase by 2.80% per year based on the current structure of 132.45
- Assumes no new services and factors in a growth in existing service levels in line with conservative increase in rateable assessments.

OPTION 3 (Alternative Option) – (refer financial summary pages Option 3)

This is based on Council's 2022/2023 budget and includes a major review of revenue, operating expenditure and capital expenditure.

This option includes the following considerations:

- Council no longer operates the Willowbend Caravan Park having sold the long-term lease to a 3rd party to operate the park.
 - o Council has completed the redevelopment of the park during the 2022/2023 financial year. Any future improvements at the park become the responsibility of the operator.
- Council outsources the operations of the Buronga Landfill
 - o Application to expand the site and increase the EPA licence was approved
 - o \$9M of capital works to expand the site had been programmed to commence in the 2024/2025 financial year
 - o Council operates the landfill until the end of the 2024/2025 financial year, then contractors out the operation of the site, receiving an annual rebate in return

based on total tonnage received.

- o Revenue and Expenditure is reduced to reflect change in operations
- o Tonnage to increase to 50,000 tonnes per annum from 2025/2026 financial year
- o \$2M in remediation expenditure has been programmed for the 2026/2027 financial year.
- o Capital expansion and remediation expenditure to be funded via long term loans.
- o Contractor will be reasonable for funding any further upgrades and remediation costs.
- o \$200K has been allowed in the 2022/2023 financial year to continue progressing the expansion.
- Ongoing significant grant programs in the early years of the plan including:
 - o Resources for Regions
 - o Local Roads and Community Infrastructure
 - o Fixing Local Roads
 - o Stronger Country Communities Fund

Revenue Assumptions

- Ordinary Rates, User Fees and Charges, Operating Grants will be increase by the following amounts:
 - o Years 2 – 5 increase by 2.5%
 - o Years 6 -10 increase by 3.0%
- Investment income to remain relatively static to reflect expected low interest rates that is offset by increases in cash on hand and held for investment.
- Growth rate in rateable properties is anticipated to total 25%. This assumption assumes a more rapid increase over the first 3 years of the plan.
- Developer Contributions have factored in line with growth in rateable assessments, however there is expected to be a lag between the need for Council to spend funds and when developer contributions are received.



Expenditure Assumptions

Expenditure is critically reviewed on an annual basis. Where there is no justification for an increase in operational expenditure then it is held at current year's levels or even reduced.

- Materials and Contracts and Other Expenses have been forecast to increase by the following amounts:
 - Years 2 – 5 2.0% increase in operational expenditure
 - Years 6 – 10 2.5% increase in operational expenditure
- Borrowing costs will change annually in line with approved loan repayment requirements
- Employee Expenses have been forecasted to increase by 2.80% per year based on the current structure of 132.45.
- Assumes no new services and factors in a growth in existing service levels in line with increase in rateable assessments.

Summary of Planning Assumptions

2022/23 Planning Assumptions		CPI & Inflation	Rates	Employee Costs	Grants	Interest on investments	Interest on borrowings	Growth
Option 1	2022/23	2.00%	2.50%	3.00%	2.50%	0.50%	2.50%	1.00%
	Future	3.00%	2.80%	3.33%	2.50%	1.50%	2.50%	1.00%
Option 2	2022/23	2.00%	0.70%	2.80%	2.50%	0.50%	2.50%	20.00%
	Years 2-5	2.00%	2.50%	2.80%	2.50%	0.75%	3.50%	20.00%
	Years 6-10	2.50%	3.00%	2.80%	3.00%	2.00%	4.00%	1.00%
Option 3	2022/23	2.00%	0.70%	2.80%	2.50%	0.50%	2.50%	33.00%
	Years 2-5	2.00%	2.50%	2.80%	2.50%	0.75%	3.50%	17.00%
	Years 6-10	2.50%	3.00%	2.80%	3.00%	2.00%	4.00%	1.00%

SENSITIVITY ANALYSIS

Although the assumptions used in the Long-Term Financial Plan are informed estimates based on reliable information at that point in time, long term financial plans are inherently uncertain. They contain a wide range of assumptions, including assumptions about interest rate movements and the potential effect of inflation on revenue and expenditure which are largely outside of Council's control.

Any major changes in these assumptions will have an impact on the financial projections contained therein. The level of impact depends not only on the level of change but also on the nature of the assumption.

A minor variance in some of the assumptions will have a relatively small impact on the projections contained in the Long-Term Financial Plan. Sensitivity analysis has been undertaken to assess the impact of changes in the factors which have been used to project future revenue and expenditure.

Sensitivity analysis involves developing different scenarios by varying critical assumptions, such as the projected level of rates revenue and employee costs. The different scenarios demonstrate the impact of these changes on Council's financial projections.

Council has applied a relatively conservative approach in developing this Long-Term Financial Plan, so as to ensure that the forecast financial modelling is more likely to succeed and reduces the financial exposure risk for Council.

The official cash rate set by the Reserve Bank are currently at historical low levels. Whilst it is anticipated that the official rate will increase over time, it will still remain relatively low throughout the term of the Long-Term Financial Plan.

Inflation assumptions are heavily used throughout the Long-Term Financial Plan and is an assumption used on both income and expenditure projections and as such mitigates

any substantial impact on the results of the financial modelling should there be any significant variance.

The following may affect the outcome of the above scenarios in the following way:

Rates

Rates comprise 25% of Council's total operating income. As stated earlier, rates are capped by the State Government. The Plan has assumed an increase of 2%-2.5% in the short to medium term and 2.5%-3.0% in the medium to longer term.

Risk

There is a **High Risk** that the rate pegging increase is less than anticipated. Variances between the forecast and the actual rate peg of 10% would result in an average shortfall per annum of \$23,500 over the length of plan

Employee Costs

Salary growth is largely subject to the NSW Local Government Award. Council has factored in a 2.5-3.0% annual increase in employee expenses and that the current staffing and organisational structure remains constant.

Risk

There is a **Moderate Risk** should there be changes to levels of service resulting in an increase in employee costs.

As Council is a service provider, employee costs are a large portion of operating expenses. Forecasting assumptions used are based on expected Local Government Award variations and performance-based increases. An increase of 10% above forecast would increase employee costs by \$326,000 over the life of the plan.



Interest Revenue

Interest on investments is calculated at 1% for the medium to longer term of the Plan.

Risk

There is a Moderate Risk that interest rates will vary from those projected.

Rates used are based on detailed analysis. If actual interest rates are lower than the assumed rate, expenditure priorities would be re-evaluated or alternative funding mechanisms utilised. It should be noted that any increases in revenue due to increased rates may be partially offset by increased interest borrowing costs on any new loan borrowings or offset by larger funds on investments.

Cost Shifting

Cost shifting describes the situation where the responsibility for, or the cost of, providing a certain service, concession, facility or regulatory function is shifted from a higher level of government without the provision of corresponding funding or an ability to raise revenue to adequately fund the shifted responsibility. Cost shifting to local government from both federal and state governments is an area of significant concern to Council.

Risk

There is a Moderate Risk that new or increased services and functions will be transferred to Council's responsibility.

Should the federal or state governments continue to transfer responsibility and associated costs for service provision to Council, this will have a negative impact on Council's financial performance and place additional pressure on its financial sustainability.

Population Increase/Growth

Council needs to ensure that there are sufficient resources available in the right place at the right time, with the right skills to deliver on the community's vision and aspirations.

A growing population brings many challenges and opportunities for Council. Known challenges include urban transformation as new residential developments change the urban environment. More people in the same place will put pressure on open spaces and service provision and there is a greater expectation from the community that services and facilities will be accessible for all.

Some growth in demand for services can be accommodated by efficiency gains, however, there will be a point where the population growth will require Council to fund additional services or increase the level of resources required to deliver existing services.

Risk

There is a High Risk that should growth in the number of properties vary considerably from forecasts, this will result in revenue collected from rates being too low to fund Council's services and capital program.

There is also a High Risk that if the timing of growth differs significantly from forecast, that this will impact on Council's cash flows and may necessitate changes to planned borrowings for capital purposes.

Growth projections are based on the expected lot yield based on known planned development. These projections are not expected to change in the immediate future, however the timing of that growth and its impacts on Council's revenue will affect the funds available for service provision.



Legislative Change

Council will continue to operate within the same general legislative environment and with the same authority as it currently does through the life of this plan.

Risk

There is a Moderate Risk that should the Local Government legislative environment change, the services and functions Council plans to provide over the 10-year life of the Plan could change.

At the time of writing this Plan, Council is unable to determine how potential legislative change might impact its operations or quantify the potential impact.

Fees & Charges

Based on historical trends, fees and charges are assumed to increase by an average of 5% per year.

Risk

There is a Low Risk that fees and charges increase by less than the assumed rate. There is a High Risk should Council's current sources of fees and charges revenue change significantly.

Fees and charges make up approximately 15% of Council's revenue base and as such changes in this amount is not likely to materially impact on Council's financial viability.

Council has limited ability to raise additional revenue, fees and charges are one area that gives Council that additional capacity. In particular Council receives significant revenue from the Transport for NSW RMCC contract and the Buronga Landfill. The loss or significant reduction in one of these sources of revenue will significantly impact on Council's ability to generate additional discretionary revenue.

Service Levels

Service levels largely remain the same throughout the life of the plan.

Risk

There is a Moderate Risk that there will be a demand for service levels to increase. The provision of current service level requires 100% of current income streams. Any increase in service levels will require sourcing of new/increased income streams or the reduction of another service to offset the increase cost.

Inflation

In developing the Plan, Council has based inflation at an average of 2.0%-2.5% in the short to medium term and 2.5%-3.0% in the medium to longer term.

Risk

There is a Low Risk should inflation be higher or lower than anticipated. However, there is a Moderate Risk should inflation on expenditure not be offset by inflation on revenue.

Inflation is affected by external economic factors outside Council's control. However, any inflationary increase in Council's costs that is not offset by efficiency gains or revenue increases is likely to impact service levels and programmed works.

Borrowing Costs

Council's proposed a long-term borrowing plan is based on a conservative interest rate of 3% which is subject to market lending conditions and Council's financial position.

Risk

There is a Low Risk should interest rates vary from those projected.

The Reserve Bank continues to hold its stance that it will not raise interest rates until 2024. However, this may change should inflation increase at a rate higher than anticipated.

If the actual interest rates are higher than assumed, it should be noted it will be hedged by increased interest on investments therefore the impact of any interest rate fluctuations are expected to be minimal.

PERFORMANCE MONITORING

Council is committed to ensuring that Council and its community are sustainable and able to continue to grow in the long term. Accordingly, it will measure its financial performance on a continuing basis. We will ensure that its financial management policies and procedures are reviewed and updated as circumstances change, to ensure our long-term financial sustainability and growth are not compromised. A set of key performance indicators have included in each scenario to measure Councils performance. These include:

SUSTAINABILITY MEASURES

Operating Performance Ratio (Benchmark: greater than 0%)

Widely acknowledged within the sector as a core measure of financial sustainability, this ratio essentially measures Council's operating result excluding Capital Grants and Contributions (which are typically variable in nature and shouldn't be relied on as ongoing income). Performance at or above benchmark indicates that Council has the ability to generate sufficient recurrent income to fund its ongoing operations.

Year Ending June 30th			2023	2024	2025	2026	2027	2028	2029	2030	2031	2031
Ratio	Bench mark	Scenario										
Own Source Operating Revenue ratio	Greater than 60%	3										
		2										
		1										

Building and Infrastructure Asset Renewal Ratio (Benchmark: greater than 100%)

This measure is intended to indicate the extent to which Council is replenishing the deterioration of its building and infrastructure assets. The implication of the benchmark is that Council's annual depreciation expense is the indicative level of required annual renewal of its assets.

However, the use of depreciation in calculating the required level of asset renewal is flawed, as depreciation patterns do not necessarily match the decline in asset service potential and should therefore should be viewed with caution as a benchmark level for asset renewals.

Year Ending June 30th			2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Ratio	Bench mark	Scenario										
Building and Infrastructure Asset Renewal ratio	Greater than 100%	3										
		2										
		1										



EFFECTIVE INFRASTRUCTURE AND SERVICE MANAGEMENT

Infrastructure Backlog Ratio (Benchmark: less than 2%)

Infrastructure Backlog, in the context of this ratio, refers to an estimated cost to restore Council's assets to a "satisfactory standard", typically through renewal works. With renewal cycles that typically take place over the longer term, it is not unusual that some backlog will occur. Maintaining this ratio at lower levels over the long term will indicate that the service capacity of assets is being effectively maintained.

Year Ending June 30th			2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Ratio	Bench mark	Scenario										
Infrastructure Backlog ratio	Less than 2%	3										
		2										
		1										

Asset Maintenance Ratio (Benchmark: greater than 100%)

The extent to which Council is adequately maintaining its building and infrastructure asset base is measured by expressing actual maintenance as a proportion of the "required" maintenance expenditure. A ratio result of greater than 100% will indicate that council is exceeding its identified requirements in terms of maintenance, which in turn should impact positively upon infrastructure backlog and required renewal levels.

Year Ending June 30th			2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Ratio	Bench mark	Scenario										
Asset Maintenance ratio	Greater than 100%	3										
		2										
		1										

Debt Service Ratio (Benchmark: greater than 0, less than 20%)

The effective use of debt may assist in the management of "intergenerational equity" and help to ensure that an excessive burden is not placed on a single generation of Council's ratepayers to fund the delivery of long-term infrastructure and assets.

Year Ending June 30th			2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Ratio	Bench mark	Scenario										
Debt Service ratio	Greater than 0, less than 20%	3										
		2										
		1										



ATTACHMENT - FINANCIAL STATEMENT SUMMARIES

Wentworth Shire Council
10 Year Financial Plan for the Years ending 30 June 2032
INCOME STATEMENT - CONSOLIDATED
Scenario: Base Case Scenario

	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations										
Revenue:										
Rates & Annual Charges	9,608,338	9,852,924	10,103,645	10,380,624	10,676,707	11,002,274	11,337,607	11,683,000	12,036,296	12,398,345
User Charges & Fees	5,631,731	5,768,164	3,779,227	3,869,347	3,980,196	4,094,370	4,211,969	4,333,096	4,457,867	4,586,361
Other Revenues	1,238,484	1,251,059	1,263,948	1,297,159	1,313,409	1,310,146	1,327,385	1,345,142	1,383,431	1,402,344
Grants & Contributions provided for Operating Purposes	9,676,457	9,801,495	10,111,906	10,337,820	10,615,714	10,901,936	11,196,744	11,500,397	11,813,156	12,135,832
Grants & Contributions provided for Capital Purposes	4,511,256	553,426	563,249	573,318	585,703	598,469	611,587	625,130	639,069	653,428
Interest & Investment Revenue	342,532	351,095	359,873	368,870	379,936	391,334	403,074	415,166	427,621	440,450
Other Income:										
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	31,008,799	27,668,173	26,181,848	26,807,145	27,551,665	28,298,518	29,088,376	29,901,931	30,757,433	31,616,757
Expenses from Continuing Operations										
Employee Benefits & On-Costs	10,530,350	10,834,312	11,147,016	11,488,708	11,792,042	12,124,543	12,466,472	12,818,094	13,179,686	13,561,526
Borrowing Costs	408,012	385,006	353,017	323,541	293,588	264,866	238,901	211,326	187,947	162,837
Materials & Contracts	3,875,800	3,828,281	3,208,956	3,222,864	3,293,330	3,314,780	3,362,165	3,435,562	3,480,072	3,484,210
Depreciation & Amortisation	7,154,848	7,169,583	7,224,242	7,251,899	7,301,657	7,343,605	7,386,019	7,429,705	7,474,702	7,522,897
Impairment of Investments	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	-	-	-	-	-	-	-	-	-	-
Other Expenses	3,356,353	3,410,838	3,650,288	3,531,788	3,622,883	3,650,755	3,935,448	3,807,010	3,900,510	4,006,011
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	25,323,363	25,645,121	25,583,519	25,808,799	26,303,460	26,698,529	27,388,007	27,701,697	28,202,916	28,727,480
Operating Result from Continuing Operations	5,685,435	2,023,052	598,329	998,346	1,248,185	1,599,989	1,699,370	2,200,234	2,554,517	2,889,277
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	5,685,435	2,023,052	598,329	998,346	1,248,185	1,599,989	1,699,370	2,200,234	2,554,517	2,889,277
Net Operating Result before Grants and Contributions provided for Capital Purposes	1,174,180	1,466,628	35,080	425,028	662,483	1,001,530	1,087,772	1,575,104	1,916,448	2,236,551

Wentworth Shire Council
10 Year Financial Plan for the Years ending 30 June 2032
BALANCE SHEET - CONSOLIDATED
Scenario: Base Case Scenario

	2022/23	2023/24	2024/25	2025/26	Projected Years						
					2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	
ASSETS	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Current Assets											
Cash & Cash Equivalents	13,910,533	15,818,696	17,267,832	17,921,143	19,644,429	20,897,178	22,465,211	24,089,088	26,158,007	28,595,495	
Investments	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	
Receivables	4,051,709	3,937,322	3,404,206	3,489,417	3,594,977	3,700,306	3,810,707	3,924,468	4,044,085	4,168,735	
Inventories	50,310	48,261	31,676	31,214	31,972	31,451	31,567	32,320	31,796	31,233	
Contract assets	-	-	-	-	-	-	-	-	-	-	
Contract cost assets	-	-	-	-	-	-	-	-	-	-	
Other	106,728	108,199	100,783	97,948	100,437	100,591	106,552	104,512	106,016	107,737	
Non-current assets classified as "held for sale"	38,122,280	39,913,478	40,804,477	41,539,722	43,371,815	44,729,525	46,414,037	48,150,389	50,339,503	52,803,200	
Total Current Assets											
Non-Current Assets											
Investments	6,000,001	6,000,001	6,000,001	6,000,001	6,000,001	6,000,001	6,000,001	6,000,001	6,000,001	6,000,001	
Receivables	-	-	-	-	-	-	-	-	-	-	
Inventories	-	-	-	-	-	-	-	-	-	-	
Contract assets	-	-	-	-	-	-	-	-	-	-	
Contract cost assets	-	-	-	-	-	-	-	-	-	-	
Infrastructure, Property, Plant & Equipment	478,843,017	477,544,450	476,288,214	475,538,504	474,901,159	474,269,310	473,769,922	473,309,254	472,941,640	472,629,540	
Investment Property	184,000	184,000	184,000	184,000	184,000	184,000	184,000	184,000	184,000	184,000	
Intangible Assets	-	-	-	-	-	-	-	-	-	-	
Right of use assets	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	
Other	486,167,017	484,868,450	483,612,214	482,862,505	482,225,160	481,593,311	481,093,922	480,633,255	480,285,641	479,953,540	
Total Non-Current Assets											
TOTAL ASSETS	524,289,297	524,781,928	524,416,691	524,402,227	525,596,974	526,322,836	527,507,959	528,783,644	530,605,644	532,856,740	
LIABILITIES											
Current Liabilities											
Bank Overdraft	5,235,356	5,328,786	5,546,784	5,486,211	5,631,456	5,712,865	6,039,718	5,982,299	6,130,574	6,291,892	
Payables	2,624,794	2,044,550	1,909,815	1,952,831	2,005,711	2,050,176	2,116,273	2,174,051	2,233,560	2,294,817	
Income received in advance	-	-	-	-	-	-	-	-	-	-	
Contract liabilities	-	-	-	-	-	-	-	-	-	-	
Lease liabilities	1,043,608	1,046,829	995,253	967,469	1,010,000	897,196	924,908	940,401	860,556	308,156	
Borrowings	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	
Provisions	-	-	-	-	-	-	-	-	-	-	
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	
Total Current Liabilities	11,215,275	10,731,683	10,763,370	10,718,028	10,956,685	10,961,754	11,392,416	11,408,269	11,536,307	11,206,383	
Non-Current Liabilities											
Payables	-	-	-	-	-	-	-	-	-	-	
Income received in advance	-	-	-	-	-	-	-	-	-	-	
Contract liabilities	-	-	-	-	-	-	-	-	-	-	
Lease liabilities	-	-	-	-	-	-	-	-	-	-	
Borrowings	11,169,593	10,122,764	9,127,511	8,160,042	7,965,948	6,988,752	6,043,613	5,103,442	4,242,786	3,934,630	
Provisions	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	
Total Non-Current Liabilities	13,958,076	12,911,247	11,915,994	10,948,525	10,654,431	9,757,235	8,832,126	7,891,925	7,031,269	6,723,113	
TOTAL LIABILITIES	25,173,351	23,642,929	22,679,364	21,666,553	21,611,116	20,738,989	20,224,742	19,300,193	18,567,576	17,929,495	
Net Assets	499,115,946	501,138,999	501,737,328	502,735,674	503,983,859	505,583,848	507,283,218	509,483,451	512,037,968	514,927,245	
EQUITY											
Retained Earnings	104,351,946	106,374,999	106,973,328	107,971,674	108,219,859	110,819,848	112,519,218	114,719,451	117,273,968	120,163,245	
Residuals	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	
Other Reserves	-	-	-	-	-	-	-	-	-	-	
Council Equity Interest	499,115,946	501,138,999	501,737,328	502,735,674	503,983,859	505,583,848	507,283,218	509,483,451	512,037,968	514,927,245	
Non-controlling equity interests	-	-	-	-	-	-	-	-	-	-	
Total Equity	499,115,946	501,138,999	501,737,328	502,735,674	503,983,859	505,583,848	507,283,218	509,483,451	512,037,968	514,927,245	

Wentworth Shire Council
10 Year Financial Plan for the Years ending 30 June 2032
CASH FLOW STATEMENT - CONSOLIDATED
Scenario: Base Case Scenario

Cash Flows from Operating Activities	Projected Years									
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Receipts:										
Rates & Annual Charges	9,899,867	9,898,071	10,089,410	10,345,008	10,657,500	10,982,490	11,317,229	11,662,011	12,014,809	12,375,965
User Charges & Fees	5,554,598	5,732,562	4,167,944	3,942,273	3,847,263	4,050,440	4,177,031	4,297,110	4,420,792	4,548,183
Investment & Interest Revenue Received	336,418	331,726	347,591	354,987	361,837	375,886	385,459	395,975	406,602	417,066
Grants & Contributions	12,938,427	10,017,239	10,701,571	10,938,222	11,224,098	11,534,674	11,843,647	12,161,090	12,488,691	12,827,808
Bonds & Deposits Received	1,357,062	1,291,512	1,283,729	1,283,391	1,306,052	1,306,882	1,322,763	1,340,301	1,378,304	1,397,295
Payments:										
Employee Benefits & On-Costs	(10,517,405)	(10,618,379)	(11,130,647)	(11,451,822)	(11,774,409)	(12,106,421)	(12,447,949)	(12,798,555)	(13,160,016)	(13,531,312)
Materials & Contracts	(3,784,112)	(3,823,487)	(3,163,613)	(3,219,258)	(3,296,185)	(3,313,671)	(3,340,590)	(3,433,531)	(3,460,590)	(3,494,900)
Borrowing Costs	(495,797)	(387,080)	(355,025)	(325,506)	(293,946)	(266,856)	(240,640)	(213,129)	(186,780)	(164,497)
Bonds & Deposits Refunded	(965,194)	(3,340,370)	(3,465,918)	(3,616,181)	(3,506,671)	(3,567,608)	(3,637,965)	(3,694,628)	(3,765,189)	(3,878,650)
Other										
Net Cash provided (or used in) Operating Activities	14,107,864	6,541,767	6,403,971	6,100,754	6,038,161	6,274,595	6,351,856	6,517,824	10,116,406	10,500,640
Cash Flows from Investing Activities										
Receipts:										
Sale of Investment Securities	-	-	-	-	-	-	-	-	-	-
Sale of Investment Property	-	-	-	-	-	-	-	-	-	-
Sale of Real Estate Assets	-	-	-	-	-	-	-	-	-	-
Sale of Infrastructure, Property, Plant & Equipment	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000
Sale of Infrastructure, Property, Plant & Equipment	-	-	-	-	-	-	-	-	-	-
Sale of non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-
Sale of Intangible Assets	-	-	-	-	-	-	-	-	-	-
Sale of Interests in Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Sale of Disposal Groups	-	-	-	-	-	-	-	-	-	-
Deferred Disposal Receipts	-	-	-	-	-	-	-	-	-	-
Disposals Received from Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Other Investing Activity Receipts	-	-	-	-	-	-	-	-	-	-
Payments:										
Purchases of Investment Securities	-	-	-	-	-	-	-	-	-	-
Purchases of Investment Property	-	-	-	-	-	-	-	-	-	-
Purchases of Infrastructure, Property, Plant & Equipment	(13,366,082)	(8,340,016)	(9,418,086)	(9,962,190)	(17,114,312)	(17,161,758)	(17,398,630)	(17,410,038)	(17,557,088)	(17,660,796)
Purchases of Real Estate Assets	-	-	-	-	-	-	-	-	-	-
Purchases of Intangible Assets	-	-	-	-	-	-	-	-	-	-
Purchases of Interests in Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Deferred Disposal & Advances Made	-	-	-	-	-	-	-	-	-	-
Contributions Paid to Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Other Investing Activity Payments	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used in) Investing Activities	(12,916,082)	(5,990,018)	(5,868,095)	(6,512,100)	(6,864,512)	(6,711,159)	(6,860,630)	(6,969,038)	(7,107,089)	(7,210,798)
Cash Flows from Financing Activities										
Receipts:										
Proceeds from Borrowings & Advances	1,000,000	-	-	-	-	-	-	-	-	-
Proceeds from Financial Leases	-	-	-	-	-	-	-	-	-	-
Other Financing Activity Receipts	-	-	-	-	-	-	-	-	-	-
Payments:										
Repayment of Borrowings & Advances	(968,251)	(1,043,604)	(1,046,623)	(965,253)	(1,001,583)	(1,010,000)	(967,198)	(924,509)	(940,401)	(880,650)
Repayment of lease liabilities (principal repayments)	-	-	-	-	-	-	-	-	-	-
Distributions to non-controlling interests	-	-	-	-	-	-	-	-	-	-
Other Financing Activity Payments	-	-	-	-	-	-	-	-	-	-
Net Cash Flow provided (used in) Financing Activities	31,749	(1,043,604)	(1,046,623)	(965,253)	(251,583)	(1,010,000)	(967,198)	(924,509)	(940,401)	(880,650)
Net Increase/(Decrease) in Cash & Cash Equivalents	1,291,512	(1,091,855)	(1,090,345)	(1,376,600)	(1,077,834)	(1,446,564)	(1,575,972)	(1,375,194)	(1,931,084)	(1,690,808)
plus: Cash & Cash Equivalents - beginning of year	12,627,092	13,910,533	15,818,666	17,267,832	17,921,143	19,644,429	20,897,178	22,465,211	24,089,089	26,158,007
Cash & Cash Equivalents - end of the year	13,910,533	15,818,666	17,267,832	17,267,832	17,267,832	17,267,832	17,267,832	17,267,832	17,267,832	17,267,832
Cash & Cash Equivalents - end of the year	13,910,533	15,818,666	17,267,832	17,267,832	17,267,832	17,267,832	17,267,832	17,267,832	17,267,832	17,267,832
Representing:										
- External Residencies	22,621,925	22,596,704	22,560,765	22,541,164	22,503,886	22,464,430	22,422,742	22,378,765	22,332,441	22,286,565
- Internal Residencies	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000
- Livedwelder	8,360,698	8,360,698	8,360,698	8,360,698	8,360,698	8,360,698	8,360,698	8,360,698	8,360,698	8,360,698
Cash, Cash Equivalents & Investments - end of the year	39,910,533	41,818,696	41,818,696	41,818,696	41,818,696	41,818,696	41,818,696	41,818,696	41,818,696	41,818,696

Wentworth Shire Council												
10 Year Financial Plan for the Years ending 30 June 2032												
INCOME STATEMENT - CONSOLIDATED												
Scenario: Scenario 1 - preferred scenario												
	2022/23	2023/24	2024/25	2025/26	Projected Years							
					2026/27	2027/28	2028/29	2029/30	2030/31	2031/32		
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	10,098,339	10,845,165	11,610,702	12,395,357	13,262,463	13,665,622	14,080,656	14,508,547	14,949,068	15,400,960		
User Charges & Fees	6,180,822	6,705,398	7,299,952	12,211,434	12,572,581	12,944,562	13,327,703	13,722,338	14,128,812	14,547,481		
Other Revenues	1,241,414	1,254,296	1,254,296	1,287,501	1,303,743	1,300,473	1,317,704	1,335,452	1,373,733	1,392,562		
Grants & Contributions provided for Operating Purposes	9,599,142	9,812,247	10,030,677	10,254,569	10,529,957	10,813,806	11,105,764	11,406,687	11,716,838	12,036,416		
Grants & Contributions provided for Capital Purposes	17,463,074	525,639	527,267	528,936	530,989	533,104	535,282	537,526	539,837	542,217		
Interest & Investment Revenue	238,500	244,463	250,575	256,839	264,545	272,482	280,656	289,076	297,748	306,681		
Other Income:												
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-		
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-		
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-		
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-		
Other Income	-	-	-	-	-	-	-	-	-	-		
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-		
Total Income from Continuing Operations	44,828,122	29,374,346	30,973,468	36,934,636	38,464,298	39,529,849	40,647,965	41,799,626	43,005,835	44,226,316		
Expenses from Continuing Operations												
Employee Benefits & On-Costs	10,744,520	11,054,476	11,373,340	11,701,388	12,031,198	12,370,378	12,719,172	13,077,853	13,446,700	13,826,000		
Borrowing Costs	391,209	515,005	826,871	778,320	806,501	754,631	703,026	655,188	604,872	553,837		
Materials & Contracts	3,873,374	3,830,891	3,771,331	4,616,152	4,710,119	4,791,135	4,873,996	4,958,741	5,045,692	5,104,901		
Depreciation & Amortisation	8,024,846	8,024,846	8,024,846	8,424,846	8,424,846	8,424,846	8,424,846	8,424,846	8,424,846	8,424,846		
Impairment of investments	-	-	-	-	-	-	-	-	-	-		
Impairment of receivables	-	-	-	-	-	-	-	-	-	-		
Other Expenses	3,125,691	3,216,444	3,437,809	3,360,421	3,457,222	3,482,943	3,730,431	3,834,732	3,726,315	3,829,411		
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-		
Net Losses from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-		
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-		
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-		
Joint Ventures & Associated Entities	-	-	-	-	-	-	-	-	-	-		
Total Expenses from Continuing Operations	26,158,642	26,441,664	27,434,199	28,881,109	29,429,888	29,823,935	30,451,474	30,751,342	31,248,427	31,738,997		
Operating Result from Continuing Operations	18,666,480	2,932,682	3,539,269	8,053,527	9,034,410	9,705,914	10,196,491	11,048,284	11,757,409	12,487,319		
Discontinued Operations - Profit/(Loss)												
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-		
Net Operating Result for the Year	18,666,480	2,932,682	3,539,269	8,053,527	9,034,410	9,705,914	10,196,491	11,048,284	11,757,409	12,487,319		
Net Operating Result before Grants and Contributions provided for Capital Purposes												
	1,185,406	2,407,043	3,012,002	7,324,491	8,503,421	9,172,810	9,661,209	10,510,758	11,217,572	11,946,102		

Wentworth Shire Council
10 Year Financial Plan for the Years ending 30 June 2032
BALANCE SHEET - CONSOLIDATED
Scenario 1 - preferred scenario

	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS										
Current Assets										
Cash & Cash Equivalents	8,357,998	17,279,851	11,649,927	19,813,938	25,592,489	34,963,484	43,592,870	52,940,610	57,770,478	68,440,464
Investments	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958
Receivables	4,393,456	4,393,145	4,869,077	6,310,965	8,590,601	6,632,548	7,075,811	7,329,153	7,561,706	7,834,988
Inventories	47,254	39,877	42,265	82,635	83,557	64,443	65,347	66,269	67,216	67,422
Contract assets	-	-	-	-	-	-	-	-	-	-
Contract cost assets	-	-	-	-	-	-	-	-	-	-
Other	102,511	98,434	104,921	119,748	122,486	123,731	129,560	128,331	130,981	133,272
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-
Total Current Assets	31,713,176	40,025,254	34,680,147	44,521,244	50,583,101	60,198,164	69,077,545	78,678,320	83,744,340	94,690,104
Non-Current Assets										
Investments	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972
Receivables	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-
Contract assets	-	-	-	-	-	-	-	-	-	-
Contract cost assets	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	498,964,023	498,650,915	506,508,450	505,682,527	507,238,760	506,818,421	506,949,807	506,841,348	512,949,811	513,186,654
Investment Property	-	-	-	-	-	-	-	-	-	-
Intangible Assets	184,000	184,000	184,000	184,000	184,000	184,000	184,000	184,000	184,000	184,000
Right of use assets	-	-	-	-	-	-	-	-	-	-
Investments Accounted for using the equity method	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	507,763,995	507,650,887	515,306,422	514,482,499	516,038,732	515,618,393	515,749,779	515,641,320	521,749,583	521,996,626
TOTAL ASSETS	539,477,172	547,676,151	549,986,569	559,003,743	566,621,833	575,816,557	584,827,324	594,319,639	605,493,923	616,686,729
LIABILITIES										
Current Liabilities										
Bank Overdraft	5,041,684	5,172,723	5,442,226	5,499,620	5,651,724	5,738,409	6,033,372	6,007,629	6,161,461	6,323,667
Payables	-	-	-	-	-	-	-	-	-	-
Income received in advance	4,695,502	2,086,248	2,181,467	2,632,833	2,704,697	2,778,715	2,854,962	2,933,475	3,014,351	3,097,616
Contract liabilities	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-
Borrowings	1,267,488	1,579,593	1,547,092	1,840,289	1,671,892	1,556,924	1,608,749	1,217,909	1,539,983	1,126,330
Provisions	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	13,316,191	11,162,082	11,482,323	12,084,258	12,330,830	12,365,565	12,808,590	12,470,530	13,027,312	12,859,130
Non-Current Liabilities										
Payables	-	-	-	-	-	-	-	-	-	-
Income received in advance	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-
Borrowings	11,182,337	18,602,744	17,056,652	17,415,363	16,743,471	15,186,547	13,577,798	12,359,890	11,219,982	10,093,652
Provisions	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	13,970,820	21,391,227	19,844,135	20,203,846	18,531,954	17,975,030	16,366,281	15,148,373	14,008,465	12,882,135
TOTAL LIABILITIES	27,287,011	32,553,309	31,326,458	32,288,104	30,871,784	30,360,596	29,174,871	27,618,902	27,035,777	25,741,265
Net Assets	512,190,161	515,122,843	518,662,112	526,715,639	535,750,049	545,455,962	555,652,453	566,700,737	578,458,146	590,945,465
EQUITY										
Retained Earnings	117,426,161	120,358,843	123,888,112	131,951,639	140,986,049	150,691,982	160,888,453	171,936,737	183,694,146	196,181,465
Revaluation Reserves	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000
Other Reserves	-	-	-	-	-	-	-	-	-	-
Council Equity Interest	-	-	-	-	-	-	-	-	-	-
Non-controlling equity interests	-	-	-	-	-	-	-	-	-	-
Total Equity	512,190,161	515,122,843	518,662,112	526,715,639	535,750,049	545,455,962	555,652,453	566,700,737	578,458,146	590,945,465

Wentworth Shire Council
10 Year Financial Plan for the Years ending 30 June 2022
CASH FLOW STATEMENT - CONSOLIDATED
Scenario: Scenario 1 - preferred scenario

	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Cash Flows from Operating Activities										
Receipts:										
Rates & Annual Charges	10,030,293	10,775,438	11,519,217	12,322,079	13,183,060	13,617,361	14,051,747	14,478,565	14,916,186	15,369,100
Grant Changes & Fees	5,954,761	6,591,286	7,171,629	7,720,566	8,248,396	8,767,941	9,258,280	9,723,535	10,164,049	10,584,875
Investment & Interest Revenue Received	215,105	182,885	263,481	184,715	220,888	207,402	210,706	223,668	236,926	252,655
Grants & Contributions	27,306,704	8,424,196	10,593,196	10,895,589	11,092,761	11,379,478	11,674,785	11,978,974	12,282,277	12,615,492
Bonds & Deposits Received	1,197,718	1,423,020	1,246,314	1,229,533	1,296,167	1,293,512	1,310,304	1,327,829	1,365,656	1,394,478
Other	(10,724,520)	(11,041,862)	(11,360,447)	(11,680,895)	(12,017,244)	(12,352,401)	(12,700,095)	(13,050,863)	(13,427,183)	(13,806,941)
Payments:										
Employee Benefits & On-Costs	(3,771,543)	(3,676,230)	(3,776,981)	(4,050,699)	(4,172,414)	(4,192,734)	(4,680,205)	(4,587,986)	(5,046,738)	(5,106,632)
Materials & Contracts	(376,853)	(489,550)	(650,031)	(777,146)	(869,782)	(759,446)	(706,123)	(655,371)	(606,356)	(557,003)
Borrowing Costs	-	-	-	-	-	-	-	-	-	-
Bonds & Deposits Refunded	(887,600)	(3,137,353)	(3,201,350)	(3,341,343)	(3,342,481)	(3,427,206)	(3,465,456)	(3,691,306)	(3,005,979)	(3,099,065)
Other	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used) in Operating Activities	29,944,006	9,101,080	11,852,052	15,310,029	17,386,929	18,047,387	18,742,544	19,272,878	20,180,814	20,381,859
Cash Flows from Investing Activities										
Receipts:										
Sale of Investment Securities	-	-	-	-	-	-	-	-	-	-
Sale of Investment Property	-	-	-	-	-	-	-	-	-	-
Sale of Real Estate Assets	-	-	-	-	-	-	-	-	-	-
Sale of Infrastructure, Property, Plant & Equipment	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000
Sale of non-current assets classified as 'held for sale'	-	-	-	-	-	-	-	-	-	-
Sale of Intangible Assets	-	-	-	-	-	-	-	-	-	-
Sale of Interests in Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Sale of Disposal Groups	-	-	-	-	-	-	-	-	-	-
Deferred Debtors Receipts	-	-	-	-	-	-	-	-	-	-
Distributions Received from Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Other Investing Activity Receipts	-	-	-	-	-	-	-	-	-	-
Payments:										
Purchases of Investment Securities	-	-	-	-	-	-	-	-	-	-
Purchases of Investment Property	-	-	-	-	-	-	-	-	-	-
Purchases of Infrastructure, Property, Plant & Equipment	(34,357,099)	(8,361,710)	(10,132,303)	(8,046,925)	(10,431,091)	(9,454,509)	(9,000,294)	(8,796,386)	(14,903,112)	(9,121,860)
Purchases of Real Estate Assets	-	-	-	-	-	-	-	-	-	-
Purchases of Intangible Assets	-	-	-	-	-	-	-	-	-	-
Purchases of Interests in Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Deferred Debtors & Advances Made	-	-	-	-	-	-	-	-	-	-
Contributions Paid to Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Other Investing Activity Payments	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used) in Investing Activities	(33,907,099)	(7,911,710)	(15,682,363)	(7,590,925)	(9,981,081)	(8,004,509)	(8,556,294)	(8,316,386)	(14,553,112)	(8,671,860)
Cash Flows from Financing Activities										
Receipts:										
Proceeds from Borrowings & Advances	7,500,000	9,000,000	-	2,000,000	-	1,000,000	-	-	831,400	-
Proceeds from Finance Leases	-	-	-	-	-	-	-	-	-	-
Other Financing Activity Receipts	-	-	-	-	-	-	-	-	-	-
Payments:										
Repayment of Borrowings & Advances	(854,459)	(1,267,488)	(1,578,503)	(1,344,782)	(1,640,289)	(1,671,882)	(1,556,824)	(1,808,749)	(1,643,243)	(1,539,983)
Repayment of lease liabilities (principal repayments)	-	-	-	-	-	-	-	-	-	-
Distributions to non-controlling interests	-	-	-	-	-	-	-	-	-	-
Other Financing Activity Payments	-	-	-	-	-	-	-	-	-	-
Net Cash Flow provided (used) in Financing Activities	6,645,542	7,732,512	(1,578,503)	452,908	(1,640,289)	(671,882)	(1,556,824)	(1,808,749)	(817,843)	(1,539,983)
Net Increase/(Decrease) in Cash & Cash Equivalents	1,882,459	8,921,882	(5,679,924)	8,164,012	5,773,560	9,370,986	9,629,386	9,347,740	4,829,889	10,689,986
plus: Cash & Cash Equivalents - beginning of year	6,675,539	8,357,988	17,279,851	11,649,927	19,813,828	25,592,499	34,963,484	43,592,870	52,940,610	57,770,478
Cash & Cash Equivalents - end of the year	8,357,998	17,279,851	11,649,927	19,813,828	25,592,499	34,963,484	43,592,870	52,940,610	57,770,478	68,460,464
Representing:										
Cash & Cash Equivalents - end of the year	8,357,998	17,279,851	11,649,927	19,813,828	25,592,499	34,963,484	43,592,870	52,940,610	57,770,478	68,460,464
Investments - end of the year	25,689,930	25,689,930	25,689,930	25,689,930	25,689,930	25,689,930	25,689,930	25,689,930	25,689,930	25,689,930
Cash, Cash Equivalents & Investments - end of the year	34,047,928	42,969,780	37,339,856	45,503,868	51,282,429	60,653,414	69,282,799	78,630,540	83,460,408	94,150,394
Representing:										
- External Residuals	21,841,502	21,753,965	21,665,098	21,568,828	21,462,804	21,411,253	21,357,214	21,300,418	21,240,785	21,181,123
- Internal Residuals	10,626,000	10,626,000	10,626,000	10,626,000	10,626,000	10,626,000	10,626,000	10,626,000	10,626,000	10,626,000
- Interim Residuals	1,278,425	10,287,816	4,746,758	11,207,640	18,291,624	22,914,161	29,197,585	37,402,122	46,481,613	55,421,271
- Dividend	34,047,928	42,969,780	37,339,856	45,503,868	51,282,429	60,653,414	69,282,799	78,630,540	83,460,408	94,150,394

Wentworth Shire Council 10 Year Financial Plan for the Years ending 30 June 2032 INCOME STATEMENT - CONSOLIDATED Scenario: Scenario 2 - alternative scenario													
	2022/23	2023/24	2024/25	2025/26	Projected Years					2028/29	2029/30	2030/31	2031/32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations													
Revenue:													
Rates & Annual Charges	10,413,338	11,483,059	12,603,523	12,922,998	13,315,953	13,720,697	14,137,583	14,566,975	15,006,790	15,457,953			
User Charges & Fees	6,180,822	6,705,396	7,299,952	5,911,434	6,083,581	6,260,892	6,443,523	6,631,633	6,825,386	7,024,951			
Other Revenues	1,228,245	1,241,414	1,254,296	1,287,501	1,303,743	1,300,473	1,317,704	1,335,452	1,373,733	1,392,637			
Grants & Contributions provided for Operating Purposes	9,599,142	9,812,247	10,030,677	10,254,569	10,529,957	10,813,606	11,105,764	11,406,687	11,716,638	12,036,416			
Grants & Contributions provided for Capital Purposes	17,483,074	525,639	527,267	528,936	530,989	533,104	535,282	537,526	539,837	542,217			
Interest & Investment Revenue	238,500	244,462	250,574	256,838	264,543	272,480	280,654	289,074	297,746	306,678			
Other Income:													
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-			
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-			
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-			
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-			
Other Income	-	-	-	-	-	-	-	-	-	-			
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-			
Total Income from Continuing Operations	45,143,121	50,012,219	51,966,289	51,162,276	52,028,766	52,901,252	53,820,510	54,767,347	55,760,129	56,760,851			
Expenses from Continuing Operations													
Employee Benefits & On-Costs	10,628,250	10,832,191	11,144,832	11,466,461	11,789,714	12,122,132	12,463,975	12,815,510	13,177,012	13,826,000			
Borrowing Costs	391,209	515,005	826,871	778,320	806,501	754,631	703,026	655,188	604,872	553,837			
Materials & Contracts	4,227,504	4,135,023	4,435,023	3,888,451	3,977,777	4,038,368	4,100,247	4,163,439	4,228,250	3,989,716			
Depreciation & Amortisation	8,024,848	8,024,848	8,024,848	8,424,848	8,424,848	8,424,848	8,424,848	8,424,848	8,424,848	8,424,848			
Impairment of Investments	-	-	-	-	-	-	-	-	-	-			
Impairment of receivables	-	-	-	-	-	-	-	-	-	-			
Other Expenses:													
Interest & Investment Losses	3,138,391	3,261,593	3,490,341	3,394,341	3,483,340	3,509,063	3,756,555	3,680,859	3,752,445	3,855,544			
Net Losses from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-			
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-			
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-			
Joint Ventures & Associated Entities	-	-	-	-	-	-	-	-	-	-			
Total Expenses from Continuing Operations	26,310,242	26,768,659	27,921,915	27,932,422	28,482,180	28,849,042	29,448,651	29,719,825	30,187,427	30,649,945			
Operating Result from Continuing Operations	18,832,880	3,243,560	4,044,374	3,229,854	3,546,586	4,052,210	4,371,859	5,047,522	5,572,702	6,110,906			
Discontinued Operations - Profit/(loss)	-	-	-	-	-	-	-	-	-	-			
Net Profit/(loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-			
Net Operating Result for the Year	18,832,880	3,243,560	4,044,374	3,229,854	3,546,586	4,052,210	4,371,859	5,047,522	5,572,702	6,110,906			
Net Operating Result before Grants and Contributions provided for Capital Purposes	1,349,806	2,717,921	3,517,107	2,700,918	3,015,597	3,519,106	3,836,578	4,509,996	5,032,865	5,564,690			

Wentworth Shire Council
10 Year Financial Plan for the Years ending 30 June 2032
BALANCE SHEET - CONSOLIDATED
Scenario: Scenario 2 - alternative scenario

	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	Projected Years									
ASSETS										
Current Assets										
Cash & Cash Equivalents	8,374,206	17,387,311	11,896,229	16,407,886	16,795,206	20,582,835	23,419,417	27,468,835	31,305,125	35,680,408
Investments	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958	18,213,958
Receivables	5,039,859	4,491,550	4,822,716	4,496,123	4,627,038	4,779,007	4,929,563	5,081,274	5,255,681	5,427,596
Inventories	56,102	52,351	58,579	43,190	44,828	45,192	45,560	45,930	46,311	38,905
Contract assets	-	-	-	-	-	-	-	-	-	-
Contract cost assets	-	-	-	-	-	-	-	-	-	-
Other	109,905	109,420	119,156	104,771	107,926	108,749	114,146	112,472	114,867	110,821
Non-current assets classified as "held for sale"	31,794,032	40,254,591	35,110,638	39,285,927	39,788,956	43,709,742	46,722,642	50,932,469	54,935,940	59,471,638
Total Current Assets	31,794,032	40,254,591	35,110,638	39,285,927	39,788,956	43,709,742	46,722,642	50,932,469	54,935,940	59,471,638
Non-Current Assets										
Investments	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972	7,475,972
Receivables	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-
Contract assets	-	-	-	-	-	-	-	-	-	-
Contract cost assets	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	489,062,825	499,155,823	507,138,766	506,487,373	508,063,901	507,684,536	507,817,595	507,731,532	507,862,936	508,133,897
Intangible Assets	184,000	184,000	184,000	184,000	184,000	184,000	184,000	184,000	184,000	184,000
Right of use assets	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000	1,140,000
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	507,662,797	507,955,795	515,938,738	515,287,345	516,863,873	516,464,508	516,617,567	516,531,504	516,662,908	516,933,863
TOTAL ASSETS	539,656,829	548,210,387	551,049,376	554,553,272	556,652,829	560,174,250	563,340,209	567,463,972	571,598,848	576,405,501
LIABILITIES										
Current Liabilities										
Bank Overdraft	5,056,942	5,231,681	5,522,650	5,428,453	5,565,928	5,649,576	5,941,422	5,913,864	6,062,506	6,235,660
Payables	-	-	-	-	-	-	-	-	-	-
Income received in advance	4,605,502	2,098,248	2,181,487	2,095,819	2,152,603	2,210,089	2,269,236	2,330,187	2,382,965	2,457,586
Contract liabilities	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-
Borrowings	1,267,488	1,579,593	1,547,092	1,640,289	1,671,882	1,566,924	1,598,332	1,649,243	1,539,983	1,126,275
Provisions	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517	2,311,517
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	13,331,450	11,221,040	11,562,747	11,477,079	11,701,941	11,728,076	12,120,508	12,204,812	12,306,971	12,129,040
Non-Current Liabilities										
Payables	-	-	-	-	-	-	-	-	-	-
Income received in advance	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-
Borrowings	11,182,336	18,602,744	17,055,651	17,415,363	15,743,471	15,186,547	13,588,215	12,580,151	11,040,168	9,913,894
Provisions	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483	2,788,483
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	13,970,819	21,391,227	19,844,134	20,203,846	18,531,954	17,975,030	16,376,698	15,368,634	13,828,651	12,702,377
TOTAL LIABILITIES	27,302,269	32,612,267	31,406,881	31,680,924	30,233,894	29,703,106	28,497,206	27,573,446	26,135,621	24,831,417
Net Assets	512,354,561	515,598,121	519,642,495	522,872,348	526,418,934	530,471,144	534,843,004	539,890,526	545,463,227	551,574,134
EQUITY										
Retained Earnings	117,590,561	120,834,121	124,878,495	128,108,348	131,654,934	135,707,144	140,079,004	145,126,526	150,689,227	156,810,134
Revaluation Reserves	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000	394,764,000
Other Reserves	-	-	-	-	-	-	-	-	-	-
Council Equity Interest	512,354,561	515,598,121	519,642,495	522,872,348	526,418,934	530,471,144	534,843,004	539,890,526	545,463,227	551,574,134
Non-controlling equity interests	-	-	-	-	-	-	-	-	-	-
Total Equity	512,354,561	515,598,121	519,642,495	522,872,348	526,418,934	530,471,144	534,843,004	539,890,526	545,463,227	551,574,134

Wentworth Shire Council

10 Year Financial Plan for the Years ending 30 June 2032

CASH FLOW STATEMENT - CONSOLIDATED

Scenario: Scenario 2 - alternative scenario

	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Cash Flows from Operating Activities										
Receipts:										
Rates & Annual Charges	10,310,373	11,377,520	12,482,707	12,900,514	13,288,297	13,692,212	14,108,243	14,536,755	14,975,594	15,425,770
Lease Charges & Fees	5,964,761	6,591,296	7,171,629	6,719,877	6,037,137	6,213,065	6,394,251	6,580,683	6,772,113	6,971,110
Investment & Interest Revenue Received	209,498	176,648	256,492	225,712	249,863	240,008	253,409	254,373	269,587	269,587
Grants & Contributions	27,306,705	6,424,196	10,503,197	10,809,388	11,092,761	11,379,476	11,674,476	11,973,974	12,292,277	12,615,482
Bonuses & Deposits Received	-	-	-	-	-	-	-	-	-	-
Other	1,197,718	1,423,026	1,245,314	1,350,428	1,298,882	1,295,690	1,312,547	1,330,140	1,358,038	1,387,004
Payments:										
Employee Benefits & On-Costs	(10,520,221)	(10,822,348)	(11,134,721)	(11,452,201)	(11,774,787)	(12,104,573)	(12,445,920)	(12,796,981)	(13,157,548)	(13,529,143)
Materials & Contracts	(4,141,380)	(4,128,898)	(4,148,141)	(3,838,117)	(3,881,906)	(4,038,034)	(4,195,476)	(4,361,588)	(4,528,285)	(4,697,680)
Borrowing Costs	(376,653)	(488,330)	(650,031)	(777,146)	(860,792)	(775,840)	(706,122)	(666,882)	(608,197)	(557,002)
Bonuses & Deposits Returned	-	-	-	-	-	-	-	-	-	-
Other	(881,603)	(3,144,781)	(3,239,146)	(3,515,347)	(3,371,481)	(3,455,985)	(3,464,308)	(3,720,230)	(3,634,899)	(3,728,849)
Net Cash provided for (or used in) Operating Activities	20,050,017	9,399,438	12,096,301	11,832,206	12,028,984	12,465,026	12,991,411	13,345,355	14,041,788	14,811,080
Cash Flows from Investing Activities										
Receipts:										
Sale of Investment Securities	-	-	-	-	-	-	-	-	-	-
Sale of Investment Property	-	-	-	-	-	-	-	-	-	-
Sale of Real Estate Assets	-	-	-	-	-	-	-	-	-	-
Sale of Infrastructure, Property, Plant & Equipment	480,000	450,000	490,000	460,000	460,000	460,000	460,000	460,000	460,000	450,000
Sale of non-current assets classified as 'held for sale'	-	-	-	-	-	-	-	-	-	-
Sale of Investment Securities	-	-	-	-	-	-	-	-	-	-
Sale of Investments in Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Sale of Dividend Groups	-	-	-	-	-	-	-	-	-	-
Dividend Dividends Received	-	-	-	-	-	-	-	-	-	-
Distributions Received from Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Other Investing Activity Receipts	-	-	-	-	-	-	-	-	-	-
Payments:										
Purchase of Investment Securities	-	-	-	-	-	-	-	-	-	-
Purchase of Investment Property	-	-	-	-	-	-	-	-	-	-
Purchase of Infrastructure, Property, Plant & Equipment	(34,455,891)	(8,567,848)	(16,457,791)	(8,223,055)	(10,461,378)	(8,475,483)	(9,022,907)	(8,788,105)	(9,006,253)	(9,145,082)
Purchase of Real Estate Assets	-	-	-	-	-	-	-	-	-	-
Purchase of Investment Securities	-	-	-	-	-	-	-	-	-	-
Purchase of Investments in Joint Ventures & Associates	-	-	-	-	-	-	-	-	-	-
Purchase of Dividend Groups	-	-	-	-	-	-	-	-	-	-
Other Investing Activity Payments	-	-	-	-	-	-	-	-	-	-
Net Cash provided for (or used in) Investing Activities	(34,005,891)	(8,117,848)	(16,007,791)	(7,773,255)	(10,001,378)	(8,475,483)	(9,022,907)	(8,338,785)	(9,006,253)	(9,665,892)
Cash Flows from Financing Activities										
Receipts:										
Proceeds from Borrowings & Advances	7,500,000	9,000,000	-	2,000,000	-	1,000,000	-	851,587	-	-
Proceeds from Finance Leases	-	-	-	-	-	-	-	-	-	-
Other Financing Activity Receipts	-	-	-	-	-	-	-	-	-	-
Payments:										
Repayment of Borrowings & Advances	(854,450)	(1,207,486)	(1,879,593)	(1,547,062)	(1,640,288)	(1,671,802)	(1,556,924)	(1,000,749)	(1,610,243)	(1,120,903)
Repayment of lease liabilities (principal repayments)	-	-	-	-	-	-	-	-	-	-
Distributions to non-controlling interests	-	-	-	-	-	-	-	-	-	-
Other Financing Activity Payments	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used in) Financing Activities	6,645,550	7,792,514	(1,879,593)	452,938	(1,640,288)	(671,802)	(1,556,924)	(957,152)	(1,610,243)	(1,120,903)
Net Increase/(Decrease) in Cash & Cash Equivalents	1,689,676	9,013,104	(5,491,083)	4,511,657	387,320	3,767,650	2,858,581	4,049,418	3,425,292	4,375,283
Plus: Cash & Cash Equivalents - beginning of year	6,875,539	8,374,206	17,287,311	11,896,229	16,407,886	18,765,206	20,862,836	23,419,417	27,468,835	31,305,125
Cash & Cash Equivalents - end of the year	8,374,206	17,287,311	11,896,229	16,407,886	16,795,206	20,632,836	23,419,417	27,468,835	31,305,125	35,680,408
Representing:										
Cash & Cash Equivalents - end of the year	8,374,206	17,287,311	11,896,229	16,407,886	16,795,206	20,632,836	23,419,417	27,468,835	31,305,125	35,680,408
Investments - end of the year	25,699,930	25,699,930	25,699,930	25,699,930	25,699,930	25,699,930	25,699,930	25,699,930	25,699,930	25,699,930
Cash, Cash Equivalents & Investments - end of the year	34,064,137	43,077,241	37,596,158	42,097,816	42,495,136	46,332,766	49,109,347	53,168,765	56,995,054	61,370,338
Representing:										
- External Residuals	21,898,894	21,687,489	21,560,151	21,479,288	21,366,487	21,188,550	21,035,510	20,877,236	20,713,596	20,544,308
- Internal Residuals	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000	10,928,000
- Unfunded	1,327,443	10,461,742	5,098,007	9,690,527	10,220,649	14,136,216	17,145,837	21,353,528	25,353,458	29,998,028
	34,064,137	43,077,241	37,596,158	42,097,816	42,495,136	46,332,766	49,109,347	53,168,765	56,995,054	61,370,338



Our values: Honesty and Integrity | Accountability and Transparency | Respect | Quality | Commitment



2022-2026

WORKFORCE MANAGEMENT PLAN

**WENTWORTH
SHIRE COUNCIL**
WORTH THE DRIVE





WORKFORCE MANAGEMENT PLAN 2022-2026

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GENERAL MANAGER'S FOREWORD



The Community Strategic Plan (CSP) for the Wentworth Shire concentrates on four (4) key strategies to move the Wentworth Shire forward, and form the structure for our community's priorities. The 4 CSP strategies are:



Council has worked hard over the last four years to increase our focus on creating a sustainable workforce, becoming an employer of choice, respect and accountability, personal development for staff and work health and safety.

This Workforce Management Plan builds upon our previous plan.

This Plan supports Council's corporate values and assists Council in achieving its community vision for Wentworth Shire to be a great place to live.

These strategies enable Council to present a workforce that can respond to emerging community needs now and into the future. Specifically, these strategies are aimed at creating sustainability for Council to be able to effectively attract, engage, develop, recognise and retain talented people.

Like all businesses and industries across Australia, Council faces continuing and increasing people challenges ahead of us, including an ageing workforce, skill gaps and retaining quality people.

This Plan acknowledges that our major asset – our people, are fundamental for Council to successfully deliver on the communities emerging and changing needs and challenges.

This Plan is built on four principles:

1. Workforce engagement
2. Growing our capabilities
3. Having a safe and healthy workforce
4. Planning for the future

By putting our people at the heart of everything we do, we will deliver well-managed and sustainable services and programs to assure community confidence.

We have great people, and we continue to aspire to be a great workplace. This Plan will enable us to become a great workplace.

Ken Ross
General Manager



INTRODUCTION

The Workforce Management Plan is part of the planning and reporting framework for local government. It forms part of the Resourcing Strategy.

The aim of the Resourcing Strategy is to ensure that the goals and aspirations of the community as outlined in the Community Strategic Plan can be met in the delivery of actions and services to the community.

This plan aims to ensure that Council can best deliver the needs of the community, whilst ensuring a workforce plan is in place that has the skills, background and experience taking into account the challenges of the future.

The priorities in the Wentworth Shire Council Community Strategic Plan are:

- A vibrant, growing and thriving region
- A great place to live
- A community that works to enhance and protect its physical and natural environment
- Is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Workforce planning is a continuous process of shaping the workforce to ensure it is capable of delivering organisational objectives now and into the future.

Effective workforce planning ensures that we have the ability to provide an appropriately skilled workforce to meet future challenges and provide expanded services.

We must ensure the effective integration and alignment of Human Resources strategies to ensure we have the right people in the right position. Other benefits of effective workforce planning include:

- recruiting, developing and deploying a diverse workforce with the required skill sets to meet future workforce needs;
- positioning Council as innovative, creative and outcomes-focused;
- improving productivity through better job design and resourcing decisions
- reducing staff turnover and retaining top talent;
- ensuring corporate knowledge is built, retained and accessible;
- building workforce capacity and capability;



- ensuring Council is responsive to changing business requirements, challenges, and possibilities;
- making evidence-based workforce decisions; and
- fostering an agile, high performance culture through common understanding and goals.

Council is a major employer in the Wentworth Shire and we recognise our role in delivering high quality services to the community, and our role as an employer and trainer in the development of our community.

We recognise that motivated and engaged staff will reinforce Council's vision and values to our community.

We also recognise the human resource challenges ahead, including an ageing workforce, retaining quality staff and talent management for future skills.

Implementation of the workforce management plan, along with an integrated approach to organisational development, will build upon the existing workforce and reinforce what we do and how we deliver services.

Our people are our greatest asset and a committed and engaged workforce results in improved organisational outcomes, and better service delivery and facilities for our community.

In particular this Workforce Management Plan will help Council to:

- Make staffing decisions to provide services based on strategic priorities;
- Identify potential resource or skill shortfalls and take steps to address these;
- Improve efficiency, effectiveness and productivity
- Identify and plan for new and emerging roles;
- Recruit appropriate staff to meet future needs;
- Develop workforce skills that take time to grow;
- Provide improved career development opportunities;
- Increase employee motivation and contribution through better job design; and
- Contain human resource costs including the

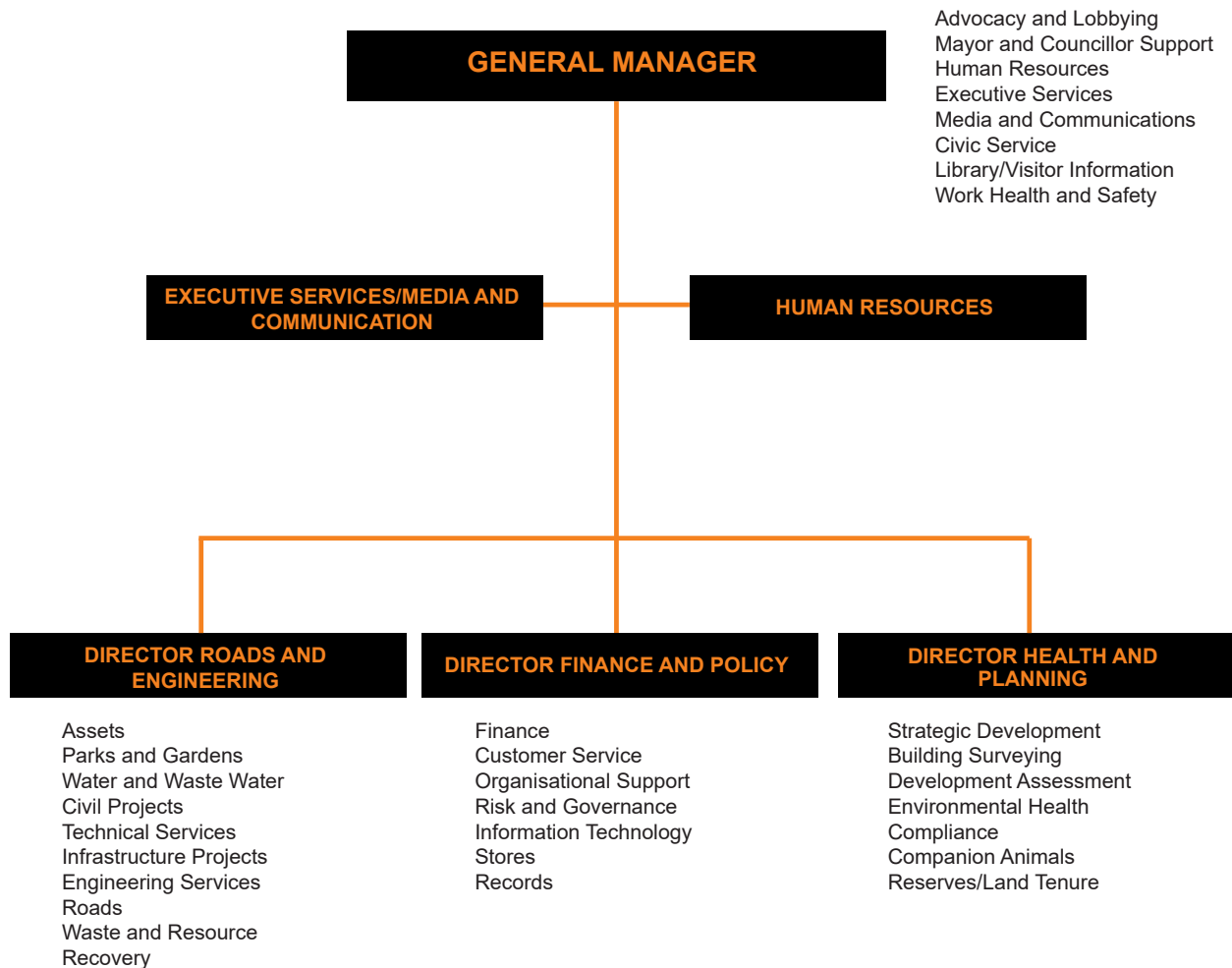
cost of turnover, absenteeism and injury.

Council aims to have the right people in the right place at the right time with the right skills to meet the community's desired needs and Council's operational objectives.

To ensure Council is best servicing the needs of the community, we will regularly monitor our workforce profile.



ORGANISATION STRUCTURE AND WHAT WE DO



**WENTWORTH
SHIRE COUNCIL**

WENTWORTH SHIRE'S WORKFORCE

at a glance

As at February 2022



116 Full Time Equivalents

11 Permanent Part Time

6 Casuals

2 Term Contracts



Staff living within the LGA **71**

57 Staff living outside the LGA

8 Years



**AVERAGE LENGTH
OF EMPLOYMENT**

4 Years



WORKPLACE GENDER



PERMANENT FULL TIME

CASUAL



26



5



83



1

PERMANENT PART TIME

TERM CONTRACT



11



1



0



1

12%



STAFF TURNOVER RATE 2021

**9% OF EMPLOYEES
IDENTIFY AS INDIGENOUS**

staff age ranges

15 - 24 years 6

25-34 years 34

35-44 years 17

45-54 years 25

55-64 years 33

65+ years 13



WENTWORTH
SHIRE COUNCIL



WORKFORCE ANALYTICS - ISSUES AND OPPORTUNITIES

To meet the challenging internal and external workforce pressures of the future, Council must focus on understanding what has to be done so that our workforce capabilities are enhanced to deliver the services the community desires.

The key workforce and employment challenges which must be continually reviewed include:

- Providing competitive pay and conditions.
- Maintaining and improving work/life balance, thus enabling greater flexibility.
- Delivering learning and development opportunities which provide skills and career focused progression for leaders.
- Ensuring workforce planning remains responsive and transparent in consideration of community changes/pressures.
- Continuing to look for innovative ways to balance available staff resources with the

need to deliver the Operational Plan and Delivery Program.

- Continuing to develop skills to support technology focused approaches to community engagement and service delivery so that use of social media, on-line engagement and mobile technology will be part of day-to-day work.
- A commitment to focus on developing a diverse and inclusive workforce that includes people of different genders, cultural and linguistic backgrounds, Aboriginal people and people with a disability.

Challenges facing Wentworth Shire Council

Skill retention and attraction

Wentworth Shire Council operates in a competitive environment in relation to skills retention and attraction of skilled employees.

In particular, it is difficult to attract and retain trades, engineers, planners and technical specialists.

This is a problem faced by other Councils and is compounded by our remote location.

Average age of the workforce

An ageing workforce is an important consideration for Council.

36% of our staff are over 55 years of age.

An ageing workforce brings with it a number of concerns including increase in injury, increase in workers' compensation costs, loss of corporate knowledge; and challenges with technological changes.

A cohesive organisation

Council operates in four towns, over approximately 26,000 square kilometres.

We have a diverse workforce including corporate staff, outdoor staff, Library/Visitor Information and transfer station staff.

This can result in challenges in creating a cohesive organisation. This has been compounded in the last two years with COVID-19 with some staff working from home for extended periods.

Loss of corporate knowledge

We have an ageing workforce and as a result, the possible loss of corporate knowledge is a real and imminent risk.

Council has already, and will continue to lose long term employees in the next four years.

The corporate knowledge of these employees needs to be captured.

Gender equality and diversity

Currently, Wentworth Shire Council has 85 males and 43 females.

Low levels of employees with a disability, from non-English speaking backgrounds, women and young people.

There is a significant gender disparity at Director/Manager level.

Very few women work in typically male dominated roles such as outdoor staff and engineering services.

Technological change

Technology is evolving and changing at a rapid rate.

Council needs to be looking towards the future and equipping our workforce with the skills and abilities to embrace and utilise all technological change.

Council aims to drive innovation and efficiencies by considering new technologies and providing training to our staff in their use.





WORKFORCE STRATEGY

This workforce strategy is built on 4 principles:

1. Workforce engagement
2. Growing our capabilities
3. Having a safe and healthy workforce
4. Planning for the future

Workforce engagement

To ensure a culture of engagement that is fostered throughout the organisation where the views of our staff are considered and valued.

What challenges are we meeting?

Average age of the workforce | Skill retention and attraction | A cohesive organisation | Gender equality | Skilled, agile and diverse workforce

		Year 1	Year 2	Year 3	Year 4
Objectives	Actions				
Corporate Values	Embed the values outlined in the community strategic plan throughout all workplace strategies and documents when documents are reviewed	●	●	●	●
Onboarding Problems	Develop and implement a new onboarding procedure to help new employees settle into the organisation	●	●	●	●
Employer Branding	Develop new employment brand and remarket Wentworth Shire Council as a great place to work using information gained during the workforce planning sessions		●		
Employee Survey	Determine best product for employee surveys and conduct on an annual basis	●	●	●	●
Annual Action Plan	Create an annual action plan based on employee survey		●	●	●
Flexible Workplace	Review flexible workplace practises ensuring we meet the needs of our people and the services we provide	●			
Recruitment	Review recruitment process to ensure the best possible candidates are being sourced and processes support the employment brand		●		
Leadership Presence	Increase executive presence on outdoor work sites by scheduling site visits throughout the year	●	●	●	●
Gender Equality & Diversity Action Plan	Develop Gender Equality & Diversity Action Plan			●	

Progress/success measure

- Onboarding Procedure developed and implemented
- Annual Employee Survey Conducted
- % of Annual Action Plan items completed
- Gender Equity Plan Developed
- % change in workforce profile



Growing our capabilities

We strive to provide a supportive and productive environment that ensures our workforce can grow knowledge and capability to meet the needs of our community.

What challenges are we meeting?

Average age of the workforce | Technological change | Skill retention and attraction | A cohesive organisation | Gender equality | Loss of corporate knowledge | Skilled, agile and diverse workforce

		Year 1	Year 2	Year 3	Year 4
Objectives	Actions				
Learning and development framework	Establish a new learning and development framework to grow our people and support our strategic direction	●			
Corporate training calendar	Develop and implement an annual training calendar for our people	●	●	●	●
Professional development	Develop and implement further education programmes that focus on the professional development of our people			●	●
Induction program	Implement new induction program with a management, corporate and safety focus	●			
Leadership development programmes	Leadership programmes are established to build capability across the organisation		●	●	●
Position descriptions	Review position descriptions and amend accordingly	●	●	●	●
Succession / transition planning / career planning	A succession / transition plan and programme <u>is</u> developed and clear pathways identified for our people	●	●	●	●
Other programmes – graduate / trainee / apprenticeships	Review opportunities for graduate apprenticeship and training programmes as vacancies arise	●	●	●	●

Progress/success measure

- Learning and Development Framework Established
- % of Corporate Training completed
- New Induction program developed and implemented
- Number of trainees/apprentices employed



Having a safe and healthy workplace

We foster a culture of safety and well-being for our workforce.

What challenges are we meeting?

Average age of the workforce

		Year 1	Year 2	Year 3	Year 4
Objectives	Actions				
Health and well-being	Develop a Health and Well-Being Strategy	●			
Safety Management	Review current safety management system and determine whether it meets Council's needs		●		
Well-being initiatives	Implement Health and Well-being strategy with a strong focus on our people		●	●	●
Operator verification of competency	Define a verification process for determining operator competencies		●		
Volunteer management	Review and standardise volunteer management practises			●	
Injury management initiatives	Implement injury management initiatives to assist in managing workers' compensation premiums		●		●

Progress/success measure

- Health and Well-Being Strategy Developed
- Safety Management System review completed
- % of Wellbeing Initiatives implemented annually
- % of injury management initiatives implement annually



Planning for the future

We are an employer of choice for the region.

What challenges are we meeting?

Average age of the workforce | Technological change | Skill retention and attraction | A cohesive organisation | Gender equality | Loss of corporate knowledge | Skilled, agile and diverse workforce

		Year 1	Year 2	Year 3	Year 4
Objectives	Actions				
Policies, procedures, and processes	Streamline our systems to increase efficiencies (ongoing)	●	●	●	●
Centralised payroll and online leave system	Create efficiencies in the payroll area by centralising the function and introducing a new online leave function		●		
Overtime and leave liability	Review overtime and leave liability in order to reduce levels	●	●	●	●
Ageing workforce	Build multi-generational teams and bridge the knowledge gap		●	●	●
Technology	Review how technology impacts our organisation into the future			●	●

Progress/success measure

- Number of policies/procedures/processes reviewed annually
- % reduction in leave liability total each year

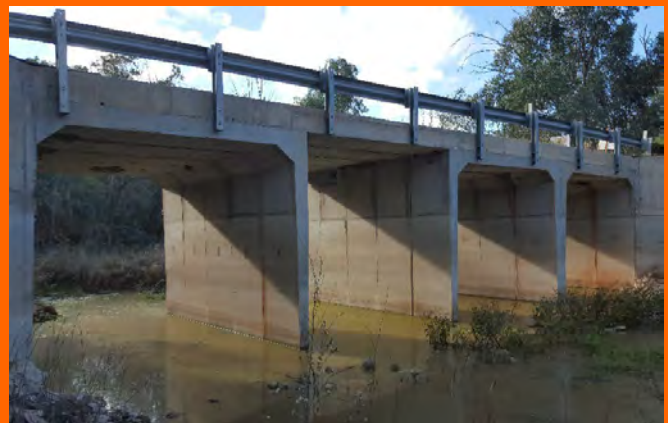
Monitoring and evaluation

The workforce priorities identified will be consistently reviewed to determine their success and relevance to our changing community needs and expectations, as well as our changing environment and labour market.

Progress against the effective implementation of the Plan will be measured and reported annually in our Annual Report.



Our values: Honesty and Integrity | Accountability and Transparency | Respect | Quality | Commitment



2022-2026

WENTWORTH
SHIRE COUNCIL

WENTWORTH SHIRE COUNCIL STRATEGIC ASSET MANAGEMENT PLAN

Document status

Job #	Version	Approving Director	Date
	Draft	Mark Wood	09/05/22

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1 EXECUTIVE SUMMARY

This Strategic Asset Management Plan (SAMP) states the approach to implementing the principles and the objectives set out in the Asset Management Policy. It includes specific requirements to outline the processes, resources, structures, roles and responsibilities necessary to establish and maintain the asset management system. The asset groups covered by this SAMP are Buildings, Transport Infrastructure, Stormwater Assets, Open Space Assets as well as Water and Sewer Network assets.

The SAMP highlights major issues which need to be addressed for each of the asset classes over the next ten years. The strategy also highlights the necessary actions for Wentworth Shire Council ('Council') to help close the gap between current asset management practice and move towards a 'good practice' position in the future.

Both the SAMP and the asset management plans (AMPs) have been prepared in accordance with the International Infrastructure Management Manual (IIMM) and the Institute of Public Works Engineering Australasia (IPWEA) National Asset Management Strategy (NAMS) guidelines. Development of an asset management strategy and plans for council infrastructure assets is a mandatory requirement for NSW local government. The key findings for each asset class are included in the asset management plans section of this strategy and are covered in a concise but detailed manner.

This strategy includes Council's Asset Management Policy. The policy provides a framework for managing infrastructure assets to support the delivery needs of the community.

1.1 ASSET VALUES

In preparing this SAMP, it has been identified that Wentworth Shire Council has an infrastructure and asset portfolio with a current replacement cost of approximately \$629 million. The asset values are estimates of the value of assets, as at 30 June 2021, based on our best estimate of asset values, taking into account recent asset revaluations. These values should be updated on an annual basis, in line with the annual financial statements, once completed.

Table 1 Asset classes and values

Asset	GRC \$ 000's	WDV \$ 000's	DEP \$ 000's
Buildings	\$72,601	\$34,416	\$907
Other Structures	\$5,533	\$3,481	\$216
Roads - Sealed Roads	\$187,048	\$88,852	\$3,440
Roads - Unsealed Roads	\$6,077	\$2,661	
Bridges	\$12,632	\$6,864	\$84
Footpaths	\$6,488	\$3,188	\$57
Bulk Earthworks	\$190,626	\$190,626	\$0
Stormwater	\$25,198	\$15,221	\$216
Water	\$58,394	\$30,672	\$681
Sewer	\$47,306	\$18,353	\$751
Swimming Pools	\$3,137	\$1,724	\$65
Open Space	\$662	\$189	\$59
Other Infrastructure (wharves)	\$13,386	\$10,486	\$154
Grand Total	\$629,088	\$406,733	\$6,630

1.2 ASSET BACKLOG

As per the 2020/21 Special Schedule 7, Council has a combined asset backlog of \$21.45 million, with this being the estimated cost to bring assets to a satisfactory standard. The satisfactory standard is currently taken as condition 3. The breakdown of backlog per asset class as of 30 June 2021 is shown in the following table.

Table 2 Asset backlog summary

Asset Class	Backlog (\$ 000's) (Cost to Satisfactory)	Backlog Ratio (Cost to Satisfactory / WDV)
Buildings	\$1,871	4.94%
Roads & Transport	\$5,158	1.77%
Stormwater	\$318	2.09%
Water and Sewer	\$13,017	26.55%
Open Space	\$1,086	8.76%
Combined Assets	\$21,450	5.27%

1.3 ASSET CONDITION

Reviewing asset condition data shows that most of Council's assets are in a satisfactory or better condition. The reliability of Council's condition data varies between the asset classes with most data being reliable, or highly reliable. Details of Council's current asset condition are shown in the table below. The condition is represented as a percentage of the replacement cost of Council's assets.

Table 3 Asset condition

Asset Class	Asset Condition (% of CRC)				
	1	2	3	4	5
Buildings	39.29%	36.06%	19.65%	5.00%	0.00%
Roads & Transport	65.85%	25.81%	5.23%	2.81%	0.30%
Stormwater	25.00%	55.00%	18.00%	2.00%	0.00%
Water and Sewer	15.00%	31.05%	28.43%	13.29%	12.24%
Open Space	28.42%	44.19%	17.64%	9.64%	0.12%
Combined	51.35%	29.63%	11.77%	5.00%	2.25%

1.4 EXPENDITURE AND REPORTING

Table 4 Combined asset expenditure projections

The average capital and maintenance expenditure on Council assets over the ten-year forecast period is approximately \$12.5 million per year. This compares to the expenditure which is required to maintain, operate, and renew the asset network as required being \$14.5 million per year.

A summary of the projected expenditure requirements can be found in the following table.

Expenditure projections (\$,000s) – combined assets		2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025	2025/ 2026	2026/ 2027	2027/ 2028	2028/ 2029	2029/ 2030	2030/ 2031
Actual	Renewal	13,019	5,258	5,397	5,611	5,841	5,926	6,035	6,166	6,262	6,418
	New and expanded assets	14,526	2,131	676	999	1,078	1,112	1,148	1,184	1,221	1,276
	Maintenance and operational	3,020	3,086	3,154	3,224	3,295	3,367	3,441	3,517	3,594	3,673
	Total expenditure	30,565	10,475	9,228	9,834	10,214	10,406	10,624	10,867	11,077	11,368
Required	Required renewal (depreciation)	6,577	6,890	7,084	7,267	7,459	7,657	7,860	8,068	8,281	8,501
	New and expanded assets	14,526	2,131	676	999	1,078	1,112	1,148	1,184	1,221	1,276
	Required O&M	3,862	3,971	4,074	4,182	4,293	4,407	4,524	4,644	4,767	4,894
	Total	24,965	12,992	11,834	12,449	12,831	13,176	13,531	13,895	14,270	14,671
	Maintenance Gap	-842	-885	-920	-958	-998	-1,040	-1,083	-1,127	-1,173	-1,220
	Renewals Gap	6,442	-1,632	-1,687	-1,657	-1,618	-1,730	-1,825	-1,901	-2,020	-2,083
	Overall (GAP)	5,599	-2,517	-2,607	-2,615	-2,616	-2,770	-2,907	-3,028	-3,193	-3,303

1.5 LEVELS OF SERVICE

The objective of asset management is to enable assets to be managed in the most cost-effective way, based on an understanding of customer needs, expectations, preferences and their willingness to pay for any increase in the level of service.

A level of service is a measurable description of what Council delivers (or intends to deliver) in an activity which relates to something that can be controlled. Council has prepared specific community and technical levels of service which cover the accessibility, quality, responsiveness, affordability, customer satisfaction, sustainability, health and safety and financial performance regarding the delivery of their infrastructure assets.

These have been developed for all asset classes and are detailed in the respective AMPs and address the adopted lifecycle management of assets. The overarching SAMP establishes a basic framework to measure service level outcomes. It is important to note that while service levels have been developed and are informed by Council's Community Strategic Plan, Council is yet to undertake community and stakeholder consultation to 'accept' the service levels.

1.6 HIGH LEVEL STRATEGIC ACTIONS

Table 5 High level strategic actions

No	Strategy	Desired outcome
1	Continue the move from annual budgeting to long term financial planning for all asset classes	The long-term implications of Council services are considered in annual budget deliberations.
2	Further develop and review the Long-Term Financial Plan covering ten years incorporating asset management plan expenditure projections with a sustainable funding position outcome.	Sustainable funding model to provide Council services.
3	Review and update asset management plan financial projections and long-term financial plans after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks.	Council and the community are aware of changes to service levels and costs arising from budget decisions.
4	Continue to report Council's financial position at fair value in accordance with Australian accounting standards, financial sustainability and performance against strategic objectives in annual reports, ensuring that asset remaining lives are assessed on an annual basis.	Financial sustainability information is available for Council and the community.
5	Ensure Council's decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs.	Improved decision making and greater value for money.
6	Report on Council's resources and operational capability to deliver the services needed by the community in the Annual Report.	Services delivery is matched to available resources and operational capabilities.
7	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions. Assess whether current resourcing is sufficient to cover all asset management functions for all asset classes.	Responsibility for asset management is defined.
8	Implement an improvement plan to initially realise 'core/good' maturity for the financial and asset management competencies, then progress to 'advanced/better' maturity.	Improved financial and asset management capacity within Council.
9	Develop and implement an asset condition inspection strategy which ensures that council has a complete data set for an asset class the year prior to a revaluation	Asset condition inspection strategy.
10	Report annually to Council on development and implementation of the Asset Management Strategy, plans and long-term financial plans.	Oversight of resource allocation and performance.

2 INTRODUCTION

2.1 ASSET PLANNING

Development of AMPs for Council's infrastructure is a mandatory requirement for NSW councils, as per the *NSW Local Government Act 1993* and its subsequent amendments. As such, Wentworth Shire Council has developed the following SAMP to cover the period 2021/22 – 2030/31. The key findings for each asset class are included in the asset management plans section of this strategy and are covered in a concise but detailed manner.

The provision of infrastructure is one of the most important roles of Council, as assets support the delivery of services that deliver on Council's long-term objectives. A formal approach to asset management is essential to ensure that services are provided in the most cost-effective and value-driven manner. To ensure this, it is essential that asset management is fully aligned and integrated with Council's Community Strategy, Long-Term Financial Plan and Workforce Plan. This ensures that community needs, and expectations are well understood, and that funding requirements and consequences are understood and available.

Council's current planning framework is based on the 'Local Government Financial Asset Sustainability Framework'.

Figure 1 Wentworth Shire Council asset management planning framework



Council has adopted a 'whole of council' approach, beyond just a 'lifecycle' approach, and is committed to delivering value for money to the current and future generations of the community. The Strategic Asset Management Plan is underpinned by Council's Community Strategic Plan which was developed using the guiding principles of:

A Vibrant Thriving and Growing Region

- Promote the Shire as an ideal location for investment and establishment of innovative, sustainable and diversified industries

- Promote the Wentworth Region as a desirable visitor and tourism destination
- High quality connectivity across the region
- Encourage lifelong learning opportunities
- Encourage and support initiatives that improve local employment opportunities

A Great Place to Live

- Celebrate and continue to create opportunities for inclusion where all people feel welcome and participate in community life
- Work together to solve a range of social and health issues that may impact community wellbeing vulnerable people
- To have a safe community
- A well informed, supported and engaged community
- We have a strong sense of place

A Community that works to enhance and protect its physical and natural environment

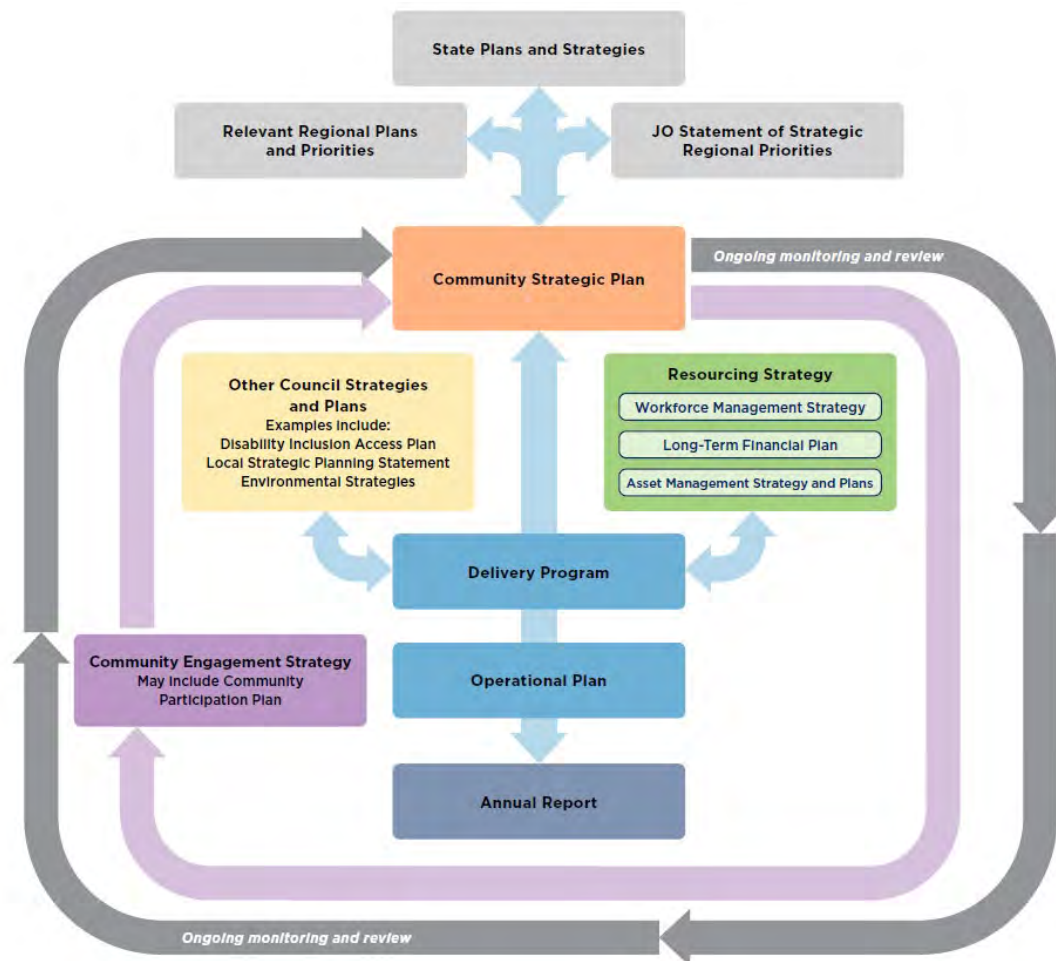
- Our planning decisions and controls ensure the community benefits from development
- Ensure that community assets and public infrastructure are well maintained
- Minimise the impact on the natural environment
- Use and manage our resources wisely
- Infrastructure meets the needs of our growing shire

Is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

- Consistently engage and consult the whole community to ensure feedback is captured and considered as part of decision-making advocating purposes
- A strong responsible and representative government
- An effective and efficient organisation
- Provide strong leadership and work in partnership to strategically plan for the future
- Adopt practices of prudent asset, financial and human resource management across Council to ensure long term sustainability and efficiency

This framework aligns with the updated 2021 Integrated Planning and Reporting guidelines.

Figure 2 Relationship between Council's plans and resourcing strategies



- **Community Strategic Plan** - outlines what the community wants; the objectives of the community and strategies to achieve those objectives.
- **Resourcing Strategy** - details the resources available to Council to deliver the Community Strategic Plan.
- **Delivery Program/Operational Plan** - details how Council will use the resources that it has, to meet the objectives in the Community Strategic Plan, specifically where Council has been identified as responsible or as a supporting partner in the identified strategies.
- **Annual Report** - is the reporting mechanism used by Council to report on those activities and actions that Council proposed in its Delivery Program and Operational Plan.

This SAMP establishes a framework to enable the prioritisation of asset groups through planning, construction, maintenance and operation of infrastructure necessary to achieve the goals and objectives as set out in:

- Wentworth Shire Council Resource Strategy
- Sustainable Wentworth Strategy
- NSW State Plan and Premier Priorities
- Western Murray Regional Economic Development Strategy
- Far West Regional Action Plan

2.2 SCOPE OF THIS STRATEGIC ASSET MANAGEMENT PLAN

This SAMP has been developed to provide the framework to ensure that Council's new and existing infrastructure assets are operated, maintained, renewed and upgraded to ensure that the levels of service are achieved in the most cost effective and sustainable way. It meets Council's commitments under the IP&R Framework in that all Council's infrastructure assets are fully accounted for. Details on each asset class, including the inventory, condition, predicted and required expenditure are included in the appendices.

The audience for this SAMP is Council staff, the Council executive management team, elected representatives (Councillors), interest groups, stakeholders and other interested members of the general community.

The specific objectives of this strategy are:

- to ensure a sustainable service offering to the community by evolving and embedding a culture of asset management
- to ensure decision-making reflects community value for this generation and the next
- to develop clearly defined and agreed service levels, to inform asset investment, to support the community's quality of life
- to drive quality service outcomes by taking a risk-based approach to the way assets are managed
- to ensure availability of resources to maintain assets over the longer term.

The strategy identifies the future funding requirements and service delivery in the context of:

- current asset condition and performance
- levels of service
- forecasted demand for infrastructure and services
- funding constraints.

This strategy supports Council's aim to have 'best value' asset management strategies and practices. This is achieved by continually developing and improving the whole of Council's knowledge, systems, processes and strategies. This will ensure that Council is providing the level of asset management necessary to competently, responsibly and sustainably manage the community assets for current and future generations.

This SAMP has been prepared using a 'top down' approach whereby analysis is applied at the 'system' or 'network' level. The focus is on current levels of service and current practices. It includes expenditure forecasts for asset maintenance, renewal and replacement based on local knowledge of assets and options for meeting current levels of service.

Future revisions of this SAMP will use a 'bottom up' approach for gathering information for individual assets to support the optimisation of activities and programs to meet the levels of service. The focus of future plans developed in this manner will include risk and performance optimisation, risk-based strategies, use of predictive methods and optimised decision-making techniques.

The format of this SAMP is outlined in the table on the following page.

Table 6 Asset management plan structure

Sections	Guidelines
1. Executive summary	Provides a high-level summary of the combined asset management plans and highlights the main issues for consideration.
2. Introduction	Outline of the purpose and scope of the plan and how the plan relates to other key policies and strategies.
3. Asset Management Policy	Excerpt from Council's adopted Asset Management Policy outlining the principles guiding Council's asset management practices.
4. Asset management practices	Provision of a comprehensive strategic asset management gap analysis process for asset management.
5. Levels of service	Outline of levels of service and asset performance standards and customer/community expectations and feedback regarding levels of service.
6. Future demand	Identification of demand trends, factors which may influence demand, forecast changes in demand, impacts and implications of future demand and effects on future planning.
7. Risk management plan	Provision of an asset-based risk management plan.
8. Overarching Strategic Asset Management Plan	Provision of a summary of Council's overall Asset Strategy including Asset Management Policy and identification of critical assets.

2.3 COUNCIL'S ASSETS

Council uses infrastructure assets to provide services to the community. An outline of the range of infrastructure assets and the services provided from the assets is shown below:

Table 7 Range of infrastructure assets and services

Asset class	Description
Buildings and Other Structures	This includes office/administration centres, libraries, community centres, halls, sheds, public toilets and other miscellaneous structures.
Transport infrastructure	This includes roads, kerb and guttering, bridges, footpaths and cycleways.
Drainage	This includes drainage pipelines, pits, inlets and outlets; gross pollutant traps; drainage basins and headwalls
Water and Sewer	This includes the water and sewerage pipelines, pumping stations, storage and treatment plants
Open Space and Other Assets	This includes Council's recreational assets, such as playgrounds, ovals, swimming pools, etc.

Full details of Council's assets are covered in the individual asset management plans found in the appendices.

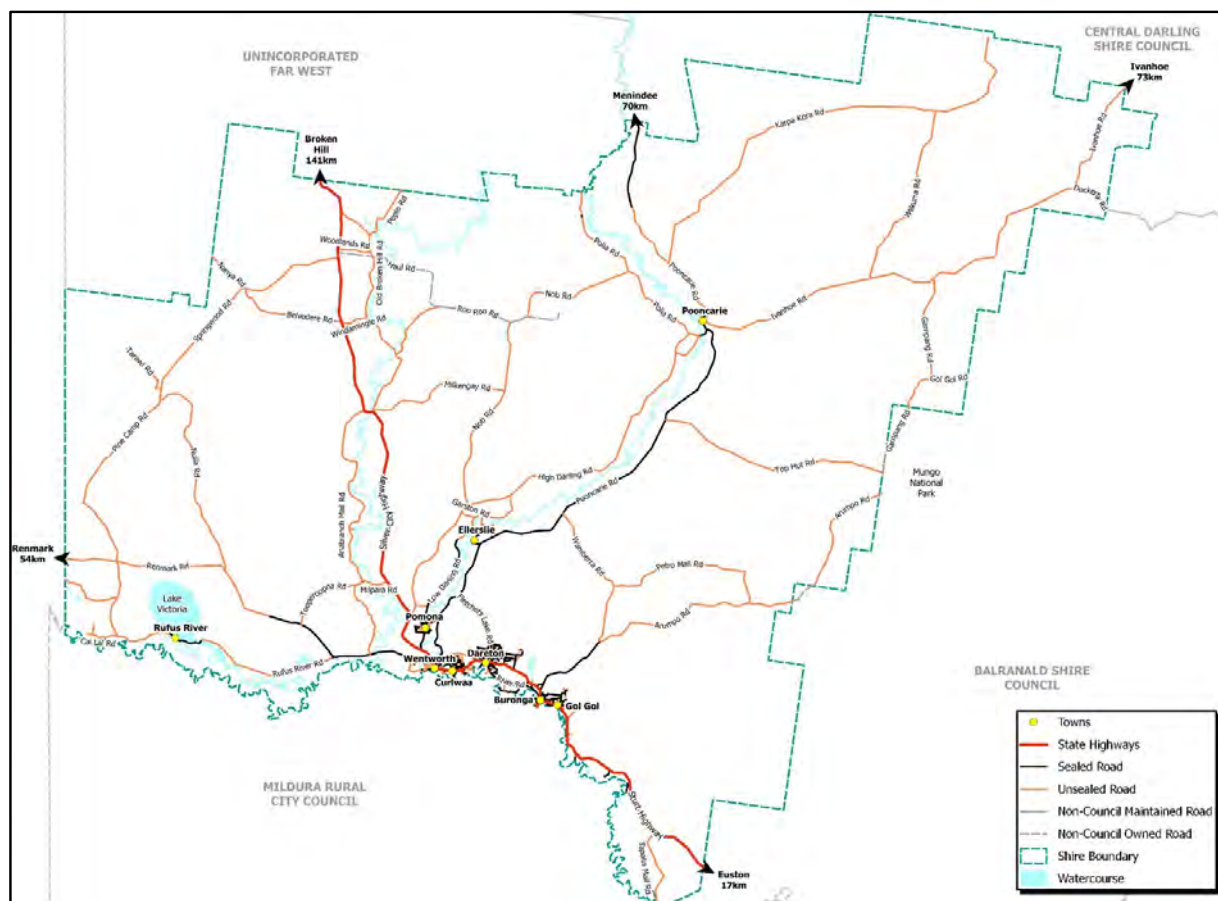
2.4 ABOUT WENTWORTH SHIRE COUNCIL

Wentworth Shire is located in the far south west Riverina region and is considered the gateway to Outback NSW and is situated on the junction of the Murray and Darling Rivers in South-Western New South Wales. The area has a rich history with Wentworth once being the busiest inland port in NSW. Wentworth is situated 1,075 km from Sydney, 585 km from Melbourne and 420 km from Adelaide and sprawls across more than 26,000 square kilometres of predominantly semi-arid grazing lands and reserves in the south west.

The key towns and areas (20 Estimated ABS Population - REMPLAN) within the LGA include:

- Gol Gol (1,525)
- Wentworth (1,437)
- Buronga (1,215)
- Coomealla (826)
- Dareton (505)
- Curlwaa (390)
- Pooncarie (163)

Figure 3 Wentworth Shire Council LGA



2.5 LINKS TO COUNCIL PLANS AND STRATEGIES

The Strategic Asset Management Plan and asset management plans have been prepared in line with the vision and strategy outlined in the 'Wentworth Shire Community Strategic Plan 2022-2032' (CSP).

Infrastructure assets will play both a direct and indirect role in achieving the strategic objectives of the CSP. The following table indicates how Council's assets play a role in the delivery of the key strategies outlined in the CSP.

Table 8 Linkages to the Community Strategic Plan

Strategy	Buildings	Transport	Stormwater	Water and Sewer	Open Space and Other Assets
A Vibrant Thriving and Growing Region					
<input type="checkbox"/> Promote the Wentworth Region as a desirable visitor and tourism destination	x	x			x
<input type="checkbox"/> High quality connectivity across the region		x			
<input type="checkbox"/> Encourage lifelong learning opportunities	x				x
A Great Place to Live					
<input type="checkbox"/> Celebrate and continue to create opportunities for inclusion where all people feel welcome and participate in community life		x			
<input type="checkbox"/> To have a safe community	x	x			x
<input type="checkbox"/> We have a strong sense of place	x				x
A Community that works to enhance and protect its physical and natural environment					
<input type="checkbox"/> Ensure that community assets and public infrastructure are well maintained	x	x	x	x	x
<input type="checkbox"/> Minimise the impact on the natural environment		x	x	x	
<input type="checkbox"/> Use and manage our resources wisely	x	x	x	x	x
<input type="checkbox"/> Infrastructure meets the needs of our growing shire	x	x	x	x	x
Is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner					
<input type="checkbox"/> Consistently engage and consult the whole community to ensure feedback is captured and considered as part of decision-making advocating purposes	x	x	x	x	x
<input type="checkbox"/> Adopt practices of prudent asset, financial and human resource management across Council to ensure long term sustainability and efficiency	x	x	x	x	x

3 ASSET MANAGEMENT POLICY

3.1 STATEMENT OF POLICY INTENT

The intent of this policy is to set guidelines for implementing systematic practices and coordinated activities to optimally manage Council assets as per the direction provided from the Community Strategic Plan.

3.2 POLICY SCOPE

This policy applies to all Council owned and controlled assets. The policy will provide direction regarding the measurable service levels, management, maintenance and operation of assets.

This policy together with the Asset Management Strategy and Asset Management Plans will provide the framework for asset management practices and processes for all assets. Foundation Principles

3.3 DEFINITIONS AND ABBREVIATIONS

All definitions and abbreviations used in this policy are contained in the International Infrastructure Management Manual, 2011

3.4 BACKGROUND INFORMATION

Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of the organisation. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.

Asset management practices impact directly on the core business of the organisation and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist Council in achieving its strategic longer-term planning and its long-term financial objectives.

A strategic approach to asset management will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on;

- Members of the public and staff;
- Councils Financial Position
- The ability of Council to deliver the expected level of service and infrastructure;
- The political environment in which Council operates; and
- The legal liabilities of Council.

3.5 POLICY

It is the policy of this Council that:

Adequate Provision is Made for the Long-Term Replacement of Major Assets by:

- ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment; and
- safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets; and

- creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining an asset management awareness throughout the organisation by training and development; and
- meeting legislative requirements for asset management; and
- ensuring resources and operational capabilities are identified and responsibility for asset management is allocated; and
- demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

Asset Management Principles

The following key principles for Asset Management are established within this policy:

- the establishment of a consistent Asset Management Strategy to implement systematic asset management and appropriate asset management best practice standards for Asset Management throughout all Departments of Council. The Asset Management Strategy is to also outline the risk management strategies for Council assets.
- the adherence to relevant legislative requirements together with consideration of the quadruple bottom line (political, social, economic and environment) are to be taken into account in asset management.
- the integration of Asset Management planning with the Resourcing Strategy, the Delivery Program and the Operational Plan
- the development of Asset Management Plans for major service/asset categories. The plans will be informed by community consultation, financial planning and the development of current and agreed service levels.
- the development of an inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.
- the renewal of assets required to meet agreed service levels as identified in the adopted asset management plans, and long term financial plans will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented in budget documentation.
- the development of asset renewal plans, which are to be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.
- the systematic and cyclic reviews for all asset classes to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.
- the development of lifecycle costing, whereby the future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.
- the development of future service levels will be determined in consultation with the community. the delivery of training in asset and financial management for councillors and relevant staff.

4 ASSET MANAGEMENT PRACTICES

4.1 ASSET MANAGEMENT INFORMATION SYSTEMS

Wentworth Shire Council Council's asset knowledge, information and data are corporate assets and are managed as part of the asset management framework. The current applications used by Council include:

- Financial System – Practical (With current migration to Open Office)
- Asset Management System – Asset Master (Open Office)
- Road Capital Works Programming – Moloney Asset Management Systems
- Road Maintenance Management System – Reflect
- End-User Geographic Information System - IntraMaps
- Power-User GIS – QGIS (Data editing, map production, design and further spatial analysis)

4.2 DATA COLLECTION AND VALIDATION

In the preparation of this Strategic Asset Management Plan, Council has used the most current and up to date information available to Council.

As part of Council's asset management improvement plan, Council aims to foster a culture of continuous improvement in service delivery to ensure best value in service provision for the community. This will be supported by the asset management plans including ongoing monitoring, audit and improvement practices which are to be used to optimise Council's operational and renewal expenditure.

4.3 MONITORING AND REVIEW PROCEDURES

Council utilises a performance management framework to track the achievement of the CSP, Delivery Program, Operational Plan and asset management improvement plan outcomes. This will be reviewed and reported on annually by the executive team.

4.4 CONFIDENCE IN DATA

The confidence in the asset data used as a basis for the financial forecasts has been assessed using the following grading system, as outlined in the table below.

Table 9 Asset data confidence scale

Confidence grade	General meaning
Highly reliable	Data based on sound records, procedure, investigations and analysis that is properly documented and recognised as the best method of assessment.
Reliable	Data based on sound records, procedures, investigations and analysis which is properly documented but has minor shortcomings; for example, the data is old, some documentation is missing, and reliance is placed on unconfirmed reports or some extrapolation.
Acceptable	Data based on sound records, procedures, investigations and analysis with some shortcomings and inconsistencies.
Uncertain	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported or extrapolation from a limited sample.
Very uncertain	Data based on unconfirmed verbal reports and/or cursory inspection and analysis.

Summary of confidence in asset data for all asset classes is detailed in the table below.

Table 10 Asset data confidence rating

Asset class	Inventory	Condition	Age	Overall
Buildings	Acceptable	Acceptable	Acceptable	Acceptable
Transport	Highly Reliable	Reliable	Reliable	Reliable
Stormwater	Reliable	Reliable	Acceptable	Reliable
Water and Sewer	Reliable	Acceptable	Acceptable	Acceptable
Open Space and Other Assets	Uncertain	Uncertain	Acceptable	Uncertain

4.5 FUNDING STRATEGY

Council's funding strategy aims to align Council's Long Term Financial Plan, Asset Management Plans and annual budget to accommodate the lifecycle requirements of its assets. By having a unified process, all decision-making numbers can be traced back to the AMPs, thereby informing the annual budgets and forward programs providing a degree of certainty for delivery timeframes and resourcing requirements.

In order to ensure value, Council will plan capital upgrade and new projects to meet level of service objectives by:

- planning and scheduling capital upgrade and new projects to deliver the defined level of service in the most efficient manner
- undertaking project scoping for all capital upgrade/new projects to identify:
 - the service delivery 'deficiency', present risk and required timeline for delivery of the upgrade/new asset
 - the project objectives to rectify the deficiency including value management for major projects
 - the range of options, estimated capital and lifecycle costs for each option that could address the service deficiency

- management of risks associated with alternative options
- evaluate the options against evaluation criteria adopted by Council
- select the best option to be included in capital upgrade/new programs
- reviewing current and required skills base and implement training and development to meet required construction and project management needs
- reviewing the current resources and capacity of the organisation to deliver the Capital Works Program on an annual basis
- reviewing management of capital project management activities to ensure Council is obtaining best value for resources used.

Standards and specifications for new assets and for upgrade/expansion of existing assets are the same as those for renewal, as shown in the appendices.

5 LEVELS OF SERVICE

5.1 DEFINING LEVELS OF SERVICE

There are a variety of ways to describe levels of service (also known as service level). The concept adopted in this plan is that 'levels of service are output descriptions supported by quantifiable performance measures.'

A level of service is a measurable description of what Council delivers (or intends to deliver) in an activity which relates to something that can be controlled. Service levels may relate to:

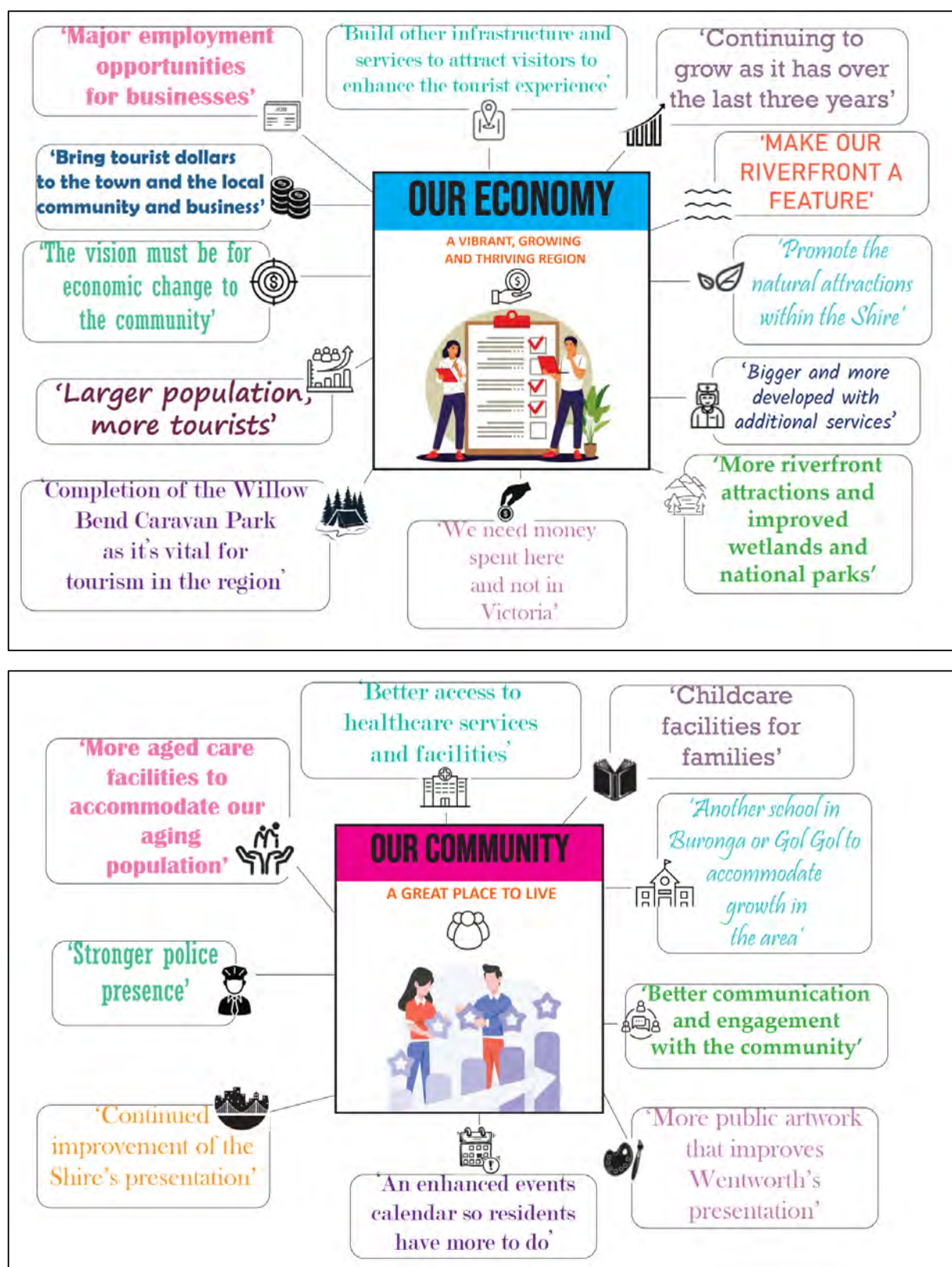
- the reliability of an asset
- the quality of an asset
- having the right quantity of assets
- the safety/risk/security of the assets.

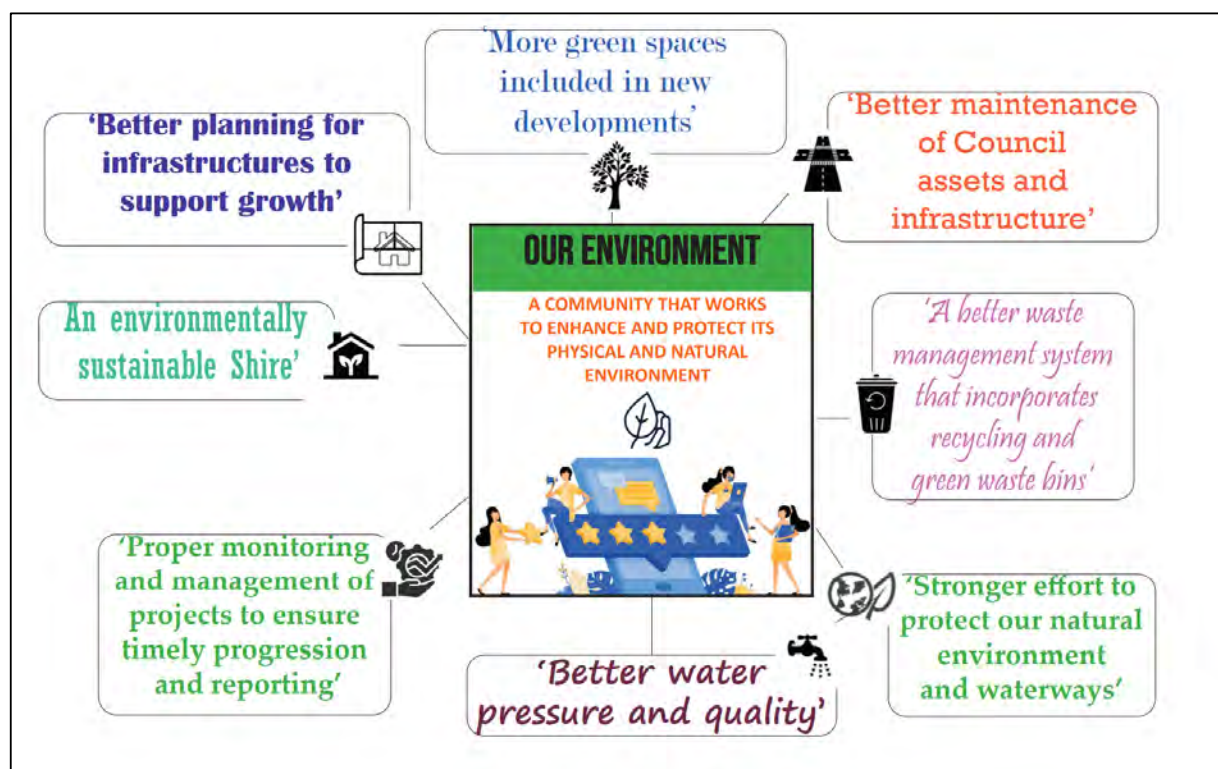
The objective of asset management is to enable assets to be managed in the most cost-effective way based on an understanding of customer needs, expectations, preferences and their willingness to pay for any increase in the levels of service.

5.2 KEY ISSUES FROM COMMUNITY CONSULTATION

As part of Council's community consultation for the Community Strategic Plan, Council conducted extensive surveys to determine what areas were priorities for the community. The following series of graphics highlights the key findings of the consultation for each of council's strategic pillars:

Figure 4 Key emerging issues





5.3 PERFORMANCE MEASURES

The level of service statement is supported by performance measure(s), also referred to as performance indicator(s), that indicate how the organisation is performing in relation to that level of service. The performance measure includes targets that are made up of community and technical measures. The customer measure relates to how the community receives the service, whereas technical measures support customer measures to ensure all aspects of organisational performance are being monitored, even those that may not be understood by customers.

In this plan, the level of services is prepared so that they are clearly and directly linked with the performance measures. For some performance measures in this plan, Council will have full control over the outcome, for example 'respond to service requests within seven days'. However, it is important to recognise that some performance measures may be influenced by external factors. For example, the number of fatalities can be influenced by road management, but driver behaviours, police enforcement and a number of other factors also strongly contribute to the overall outcome.

5.4 SERVICE LEVEL OUTCOMES

The levels of service in this plan have been developed with a customer focus and are grouped into core customer value areas that are referred to as 'service level outcomes'. These service level outcomes (sometimes referred to as service criteria) encompass:

- condition
 - accessibility and/or availability
 - quality/condition
- functionality
 - reliability/responsiveness
 - sustainability
 - customer satisfaction
- capacity
 - affordability
 - health and safety.

5.4.1 CONDITION

Accessibility

To ensure the asset base performs as required, it is essential that the asset, no matter which type of asset, is generally available to the community as required. As a service outcome, the Council's customers will require assets that are accessible and can be relied upon to deliver the services that are not only expected, but the services that are required.

Quality/condition

Asset quality is also very important. In this regard, Council should determine the quality of the assets required. Quality will have more to do with manner and type of the asset rather than its condition. An asset may be poor in quality yet have a condition which is described as good.

Condition is a measure of an asset's physical condition relative to its condition when first constructed. When rating asset condition, Council uses a scale of 0 - 5, where 0 = new and 5 = totally failed. A copy of a typical condition rating matrix is detailed below.

Table 11 Asset condition rating matrix

Condition rating	Condition	Descriptor	Guide	Residual life as a % of total life	Mean percentage residual life
1	Excellent	An asset in excellent overall condition, however, is not new and providing its intended level of service.	Normal maintenance required	>86	95
2	Good	An asset in good overall condition with some possible early stages of slight deterioration evident, minor in nature and causing no serviceability issues. No indicators of any future obsolescence and providing a good level of service.	Normal maintenance plus minor repairs required (to 5% or less of the asset)	65 to 85	80

Condition rating	Condition	Descriptor	Guide	Residual life as a % of total life	Mean percentage residual life
3	Satisfactory	An asset in fair overall condition with some deterioration evident, which may be slight or minor in nature and causing some serviceability issues. Providing an adequate level of service with no signs of immediate or short-term obsolescence.	Significant maintenance and/or repairs required (to 10 - 20% of the asset)	41 to 64	55
4	Poor	An asset in poor overall condition, moderate to high deterioration evident. Substantial maintenance required to keep the asset serviceable. Will need to be renewed, upgraded or disposed of in near future. Is reflected via inclusion in the ten-year Capital Works Plan.	Significant renewal required (to 20 - 40% of the asset)	10 to 40	35
5	Very poor	An asset in extremely poor condition or obsolete. The asset no longer provides an adequate level of service and/or immediate remedial action required to keep the asset in service in the near future.	Over 50% of the asset requires renewal	<10	5

5.4.2 FUNCTION

Responsiveness

Council will maintain assets in a diligent manner and be responsive to the needs of the community now and into the future. Whilst this may be difficult in some instances, Council places a high emphasis on customer service and its responsiveness to customer enquiries. Strategies will be implemented to ensure that Council maintains a high level of customer support.

Customer satisfaction

Council will continue to provide services to the community in a manner that is efficient and effective. Council will continue to monitor community satisfaction with its current services and strive to improve community satisfaction where possible.

Sustainability

Council will ensure that its assets are maintained in a manner that will ensure the long-term financial sustainability for current and future generations. This will be achieved by ensuring efficient and effective service delivery and ensuring appropriate funds are allocated to maintain and renew infrastructure assets.

5.4.3 CAPACITY

Affordability

Council will maintain its infrastructure assets in a cost-effective, affordable manner in accordance with responsible economic and financial management. In order for Council's assets to assist in meeting the strategic goals and in attaining optimum asset expenditure, Council will need to continually review its current operational strategies and adopt new and proven techniques to ensure that assets are maintained in their current condition.

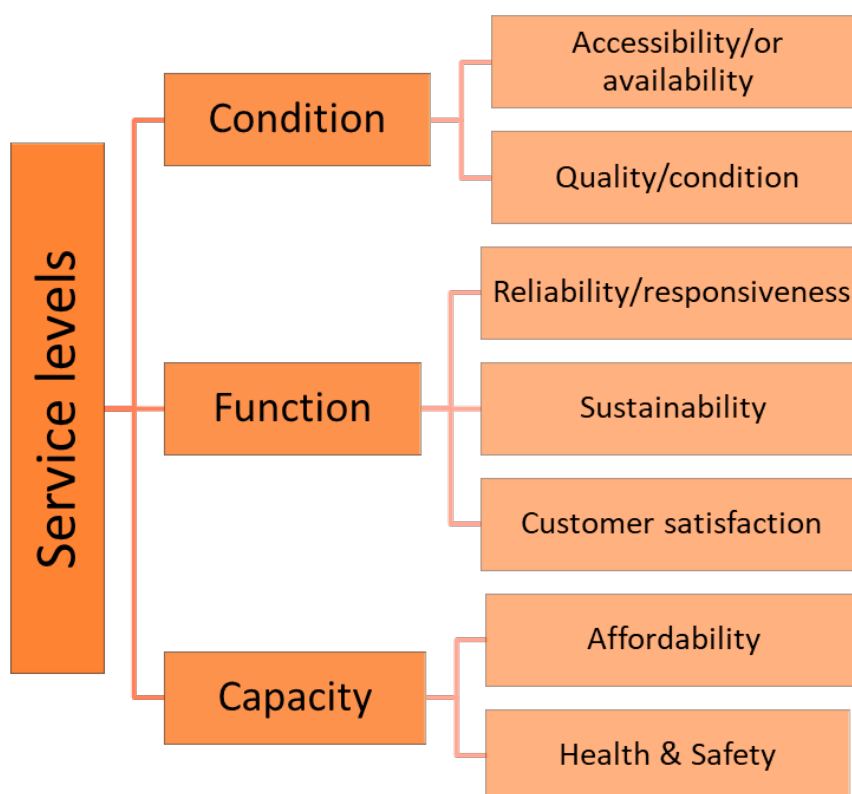
Health and safety

Council will endeavour to identify and mitigate all key health and safety risks created by the provision of services. Examples of level of service based on safety might include the following:

- services do not cause a hazard to people
- water is safe for swimming.

Each of the service level outcomes is related directly to the Council's Community Strategic Plan by the way each asset class helps deliver the services required by the community. These service level outcomes are essential to ensure the asset portfolio is not only maintained to a satisfactory level but also caters for the future demands of the community whilst balancing the potential risks to the community and the Council.

Figure 5 Service level framework



5.5 FINANCIAL BASED SERVICE LEVELS

The premise of asset management is that asset requirements and asset management strategies should be driven by defined and acceptable service levels and performance standards. This section defines the various factors that are considered relevant in determining the levels of service for Council's assets that have been used to provide the basis for the lifecycle management strategies and works program identified within this Strategic Asset Management Plan.

5.5.1 ASSET BACKLOG RATIO

This ratio shows what proportion the infrastructure backlog is against the total value of a Council's infrastructure. The benchmark is less than 2%. The ratio is determined by dividing the estimated cost to bring assets to a satisfactory condition by the carrying value of infrastructure, building, other structures and depreciable land improvement assets (averaged over 3 years).

5.5.2 ASSET CONSUMPTION RATIO

The average proportion of 'as new' condition remaining for assets. This ratio shows the written down current value of the local government's depreciable assets relative to their 'as new' value. It highlights the aged condition of a local government's stock of physical assets and the potential magnitude of capital outlays required in the future to preserve their service potential. It is also a measure of Council's past commitment to renewal of the asset class. A consumption ratio of less than 50% would suggest that past renewal funding has been inadequate or that the asset could expect to decay more rapidly.

5.5.3 ASSET SUSTAINABILITY RATIO

Are assets being replaced at the rate they are wearing out? This ratio indicates whether a local government is renewing or replacing existing non-financial assets at the same rate that its overall stock of assets is wearing out. It is calculated by measuring capital expenditure on renewal or replacement of assets relative to the rate of depreciation of assets for the same period. A local government would need to understand and be measuring its renewal expenditure to be able to determine this ratio.

5.5.4 ASSET RENEWAL AND RENEWALS FUNDING RATIO

Is there sufficient future funding for renewal and replacement of assets? This ratio indicates whether Council is allocating sufficient funds in its Long Term Financial Plan to adequately fund asset renewals. The benchmark is 100% (averaged over 3 years).

5.5.5 ASSET MAINTENANCE RATIO

This ratio compares actual versus required annual asset maintenance for each asset class. A ratio of above 100% indicates that Council is investing enough funds that year to halt the infrastructure backlog from growing. The benchmark is greater than 100% (averaged over 3 years).

Table 12 Service levels

Key performance indicator	Level of service	Performance measurement process	Target performance	Current performance
Accessibility	Provision of quality of assets to meet community needs	Condition of assets are measured and reported annually	No net decrease in condition across all asset classes	
	Community has confidence in Council to manage assets	Community satisfaction survey and Community engagement strategy	Increased level of confidence from previous survey	
	Assets are maintained in a satisfactory condition	Backlog ratio (estimated cost to bring asset to a satisfactory condition / written down value of the assets)	OLG benchmark <2%	
Reliability/ responsiveness	Provision of sufficient assets to meet community needs	Number of requests for additional/ increased level of service	Number of requests for additional/ increased level of service less than rolling previous three-year average	
Customer satisfaction	Be responsive to the needs of customers using asset	No customer requests received	85% of requests are completed within Council's service charter	
	Opportunity for community involvement in decision making are provided	Asset management plan	All asset management plans are available on the website and for circulation to the public	
Sustainability	Assets are managed with respect for future generations	Lifecycle approach to managing assets	Prepare a ten-year asset condition and age-based renewals plan - ensure the plan is approved by Council and updated annually	
	Continuous improvement in asset knowledge, systems and processes.	Asset Management Working Group meets regularly to report on performance of strategic asset improvement program	100% of the strategic asset improvement actions completed annually	
	Assets are being renewed in a sustainable manner	Asset renewal ratio (asset renewal expenditure / annual depreciation expense)	OLG benchmark > 100%	
Affordability	Council maintains its assets	Asset maintenance ratio, measured by (actual maintenance expenditure and required maintenance expenditure)	OLG benchmark 100%	
Health and safety	Ensure all assets are safe and do not cause a hazard to people	Safety audits	The three-year rolling average of total claims decreases	

6 FUTURE DEMAND

6.1 DEMAND FORECAST

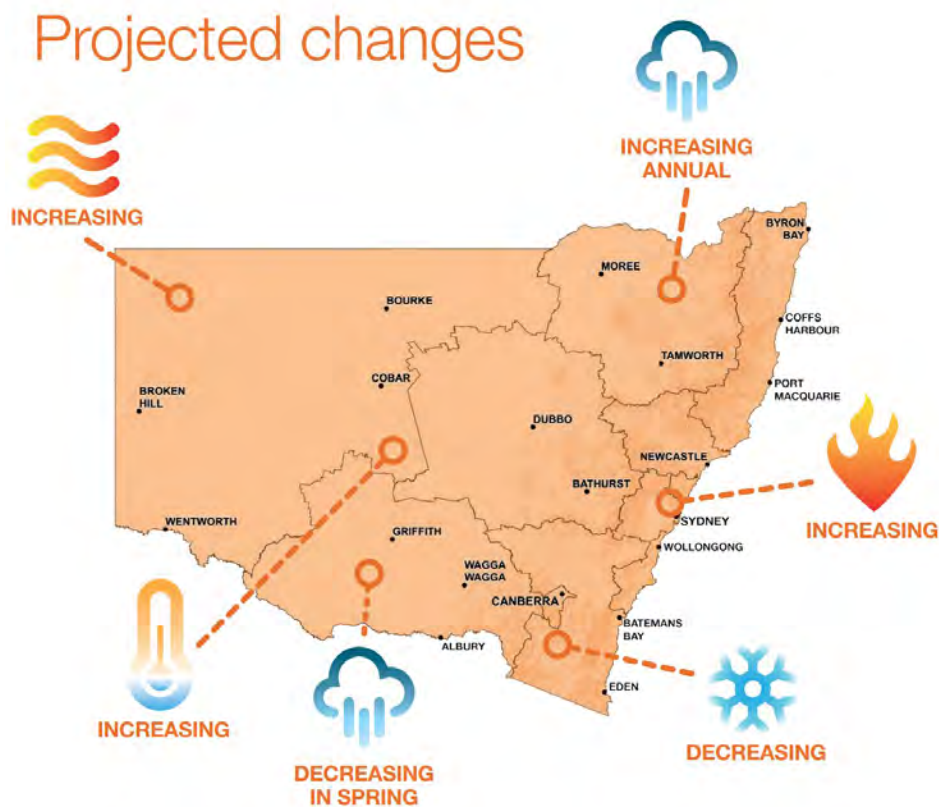
The future infrastructure demand for community infrastructure and facilities is driven by changes and trends in:

- population growth
- changes in the demography of the community
- urban planning
- residential occupancy levels
- commercial/industrial demand
- technological changes which impact the asset
- the economic situation
- government policy
- the environment.

Table 13 Future demand impacts

Demand drivers	Present position	Projection	Impact on services
Population growth and residential development	Current estimated population is 7,142 (REMPPLAN)	2019 NSW government estimates expected a contraction in the population of the LGA. However there has been an annualised growth rate of just under 0.6%. Throughout the forecasting horizon of this plan it is expected that the population of the LGA will not change significantly	Population growth will have limited impact on demand for assets. Council could expect a natural demand for increased services as community expectations and demands change over time.
Demographics	Around 25% of the population was over the age of 60 in the 2016 Census.	The population is expected to continue to age. With the expected increase in average age of the population.	An increasing and older population will place an increased demand on some assets and increased accessibility requirements for footpaths, aged care facilities, community centres and open space assets.
Lifestyle	Predominantly rural lifestyle.	Community engagement identified that the community wishes to maintain its rural lifestyle.	N/A
Economic	Transport infrastructure utilised by GHV due to mining activity in the region	Expectation of 2 additional mines to open either within or in close proximity to the LGA	Additional movements of GHV will create additional strain on the road network and reduce the useful lives of affected roads
Environment	The NSW and ACT Regional Climate Modelling (NARCLIM) Project has undertaken climate modelling of the region for 2020-2039 and 2060-2079.	Expected climatic changes can be found in figure six. This includes: <ul style="list-style-type: none"> - overall increased temperatures - increased risk and intensity of natural disaster (fire) events. 	Assets may be impacted by changes such as more severe weather events.

Figure 6 NARClm Modelling and Expectations



6.2 DEMAND MANAGEMENT STRATEGIES

Demand management strategies have been developed to effectively manage the change in Wentworth Shire Council. These strategies will need to be monitored to ensure that they capture and are responsive to changing community expectations and demographic profile as the region develops.

Table 14 Demand management strategies

Demand factor	Impact on services
Population	Population growth will place a limited increased demand on assets, especially roads, water and sewer assets.
Demographics	An increasing and older population will place an increased demand on some assets and increased accessibility requirements for footpaths, aged care facilities, community centres and open space assets.
Road utilisation changes	Smart, multi-modal road solutions will be required to keep up with the growth and provide cheap, efficient and sustainable means of road transport.
Increasing costs	Requirement to continue to maximise service delivery within the funding limitations.
Environment and climate	Assets may be impacted by changes such as increased severity of natural disasters and weather events.
Technology	May require improved environmental/economical management of assets.

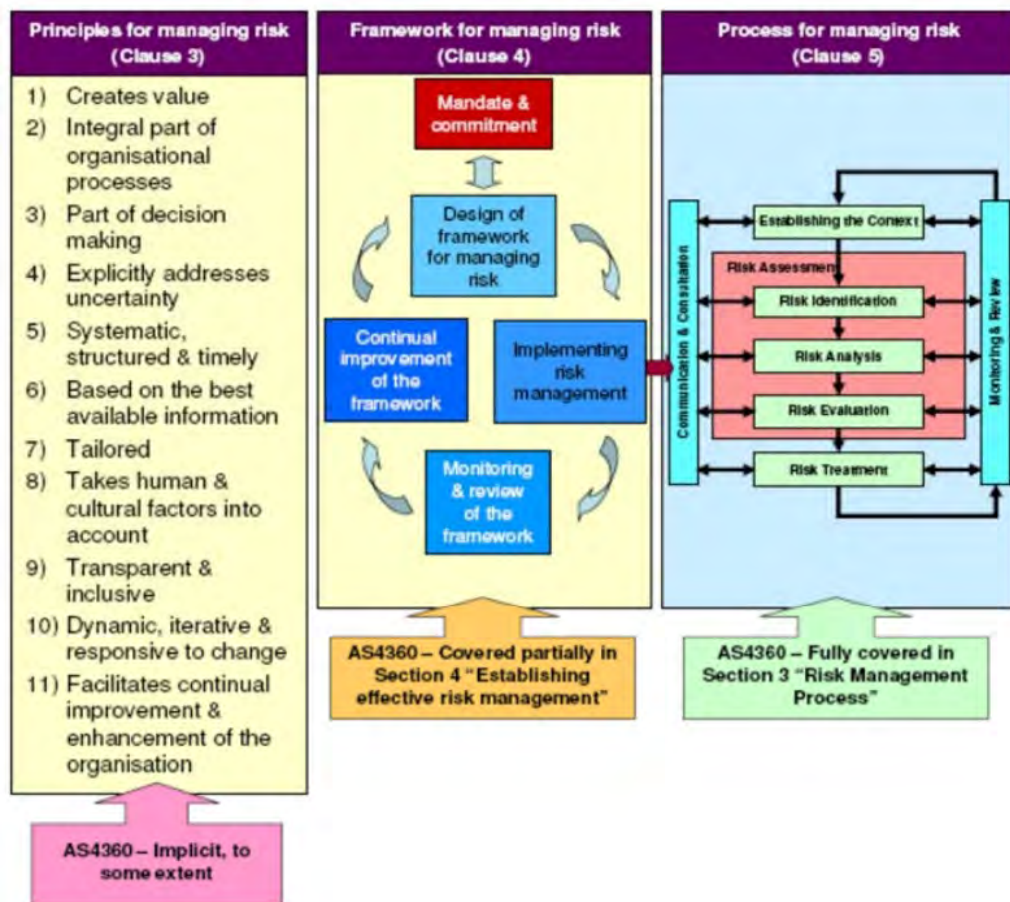
7 RISK MANAGEMENT

Risk management is defined in 'AS/NZS 4360:2004' as: "the culture, processes and structures that are directed towards realising potential opportunities whilst managing adverse effects".

Wentworth Shire Council is committed to a structured and systematic approach to the management of risk with Councils enterprise risk management framework aligned with ISO 31000:2018. This aims to embed the principles of risk management in all aspects of Council's operations, which ultimately:

- increases the likelihood of Council achieving its objectives
- creates an environment where all employees have a key role in managing risk
- encourages proactive management
- improves the identification of opportunities and threats
- improves stakeholder confidence and trust
- improves financial stability and minimise losses
- improves organisational performance.

Figure 7 ISO 31000 Framework



This is a structured, best-practice and proven approach that is to be applied Council-wide to support the management of strategic, operational, financial, regulatory, and other risk. Under this approach, there are five key stages to the risk management process:

- communicate and consult - with internal and external stakeholders
- establish context - the boundaries
- risk assessment - identify, analyse and evaluate risks
- treat risks - implement and assess controls to address risk
- monitoring and review - risks reviews and audit.

7.1 INFRASTRUCTURE RISK MANAGEMENT FRAMEWORK

Council is currently developing 'infrastructure risk management plans' for each of its asset classes. These plans provide greater detail on Council's risk management approach for each of its infrastructure assets, including the risk analysis (likelihood and consequence) and treatment criteria specific to each asset class.

In general, risks are evaluated in the following way in Council's asset risk registers:

- risk identification
 - which asset is at risk?
 - what can happen?
 - when can it occur?
 - what are the possible causes?
 - what are the existing controls?
 - is the risk credible?
- risk analysis
 - what is the likelihood of occurrence?
 - what are the consequences of occurrence?
 - risk rating
 - what action is required?
 - is the risk acceptable?
- risk treatment
 - what treatment options are available?
 - what is the plan to treat the risk?
 - what is the residual risk?
- risk treatment plan
 - actions
 - responsibility
 - resource
 - budget
 - due date.

7.2 STRATEGIC INFRASTRUCTURE RISKS

Using Council's Risk Management Framework, some high-level infrastructure-based risks have been identified that are associated with the management of the assets. These strategic risks are identified in following table.

Table 15 Risk identification table

Asset at risk	What can happen?	Possible cause	Risk rating	Treatment option(s)
Urban road	Unserviceable, water over road due to flooding	Flooding/damage caused by under capacity	Very high	Communications/community awareness of Council policies
Road base (pavement)	Asset failure	Inadequate funding leading to continued deterioration of asset condition	Very high	Ensure renewal funding is optimised and available; develop and coordinate long term capital investment plan to fund renewal
Footpath or shared path	Asset failure	Inadequate funding leading to continued deterioration of asset condition	Very high	Ensure renewal funding is optimised and available; develop and coordinate long term capital investment plan to fund renewal
Kerb and gutter	Asset failure	Inadequate funding leading to continued deterioration of asset condition	Very high	Ensure renewal funding is optimised and available; develop and coordinate long term capital investment plan to fund renewal
All assets	Defect inspection program not implemented	Lack of resources; responsibility not clearly defined	Very high	Resolve asset management role and responsibility
Urban road	Unserviceable, due to major damage by developer	Inappropriate construction management by developers for high-risk work	High	Proactive public domain inspections
Urban road	Unserviceable, due to damage by utility provider or their contractor	Inappropriate construction management by utility providers and their contractors	High	Review utility provider work management practices; proactive precinct inspections
Urban road	Unserviceable, road blocked/water over road due to flooding	Due to defects of stormwater pit/pipe on/under a road	High	Proactive precinct inspections
Urban road	Unserviceable, road blocked/water over road due to flooding	Due to condition of stormwater pit/pipe on/under a road	High	Proactive condition inspection process
Urban road	Unserviceable, oil/chemical spill	As a result of a vehicular or industrial accident	High	Critical assets
Urban road	Unserviceable, water over road due to flooding	Flooding caused by trunk stormwater drainage asset failure	High	Critical assets
Urban road	Unserviceable, water over road due to flooding	Illegal dumping causing trunk drainage blockage	High	Critical assets
Road base (pavement)	Asset failure	Pavement condition due to poor wearing surface condition	High	Proactive precinct inspections; proactive condition inspection process
Bridge or culvert	Asset failure	Structural fatigue; traffic loads	High	Proactive precinct inspections; proactive condition inspection process

Asset at risk	What can happen?	Possible cause	Risk rating	Treatment option(s)
Bridge or culvert	Structure deterioration	Lack of planned or reactive maintenance	High	Proactive precinct inspections; maintenance program
Footpath or shared path	Unserviceable, due to damage by utility provider or their contractor	Inappropriate construction management by utility providers and their contractors	High	Review utility provider work management practices; proactive precinct inspections
Footpath or shared path	Trip or fall	Service pits	High	Review utility provider work management practices; proactive precinct inspections
Footpath or shared path	Trip or fall	Surface	High	Proactive precinct inspections; maintenance program
Footpath or shared path	Trip or fall	Tree roots/slab lift or tilt	High	Proactive precinct inspections; maintenance program
Footpath or shared path	Waste containers/materials on footpath causing obstruction	Skip bins placed in inappropriate location	High	Continue existing regulatory controls; proactive precinct inspections
Kerb and gutter	Cyclist crash/collision, due to stormwater grate	Stormwater grate missing	High	Proactive precinct inspections
Kerb and gutter	Poor condition causing injury	Slip, trip and fall from pedestrians crossing roads	High	Proactive precinct inspections
Traffic facility/ pedestrian crossing	Collision - motor vehicle and pedestrian	Facilities not maintained to appropriate condition	High	Proactive precinct inspections; maintenance program
All assets	Unserviceable, due to damage caused by natural disaster	Natural disaster emergency	High	Review critical assets and disaster management responsibilities

7.3 CRITICAL ASSETS

Critical assets are those assets that are likely to result in a more significant financial, environmental and social cost in terms of impact on organisational objectives. By identifying critical assets and critical failure modes, organisations can target and refine investigative activities, maintenance plans and capital expenditure plans at critical areas.

ISO 55001 CI 6.2.1.2b requires organisations to 'review the importance of assets related to their intended outcomes, objectives and product or service requirements.' ISO 55002 CI 6.2.2.1 suggests that 'a key aspect of planning is the identification of events in which the functionality of assets is compromised, including potentially catastrophic events in which function is completely lost'. Council determines the criticality of assets based upon the following criteria:

- complexity
- impact of loss of service
- environmental impact
- health and safety impact
- cost of failure.

Critical assets for each asset class have been identified in their respective asset management plans.

8 EXPENDITURE PROJECTIONS

8.1 ASSET VALUES

In preparing this SAMP, it has been identified that Wentworth Shire Council has an infrastructure and asset portfolio with a current replacement cost of approximately \$629 million. The asset values are estimates of the value of assets, as at 30 June 2021, based on our best estimate of asset values, taking into account recent asset revaluations. These values should be updated on an annual basis, in line with the annual financial statements, once completed.

Table 16 Asset Classes and Values

Asset	GRC \$ 000's	WDV \$ 000's	DEP \$ 000's
Buildings	\$72,601	\$34,416	\$907
Other Structures	\$5,533	\$3,481	\$216
Roads - Sealed Roads	\$187,048	\$88,852	\$3,440
Roads - Unsealed Roads	\$6,077	\$2,661	
Bridges	\$12,632	\$6,864	\$84
Footpaths	\$6,488	\$3,188	\$57
Bulk Earthworks	\$190,626	\$190,626	\$0
Stormwater	\$25,198	\$15,221	\$216
Water	\$58,394	\$30,672	\$681
Sewer	\$47,306	\$18,353	\$751
Swimming Pools	\$3,137	\$1,724	\$65
Open Space	\$662	\$189	\$59
Other Infrastructure (wharves)	\$13,386	\$10,486	\$154
Grand Total	\$629,088	\$406,733	\$6,630

8.2 ASSET BACKLOG

As per the 2020/21 Special Schedule 7, Council has a combined asset backlog of \$21.45 million, with this being the estimated cost to bring assets to a satisfactory standard. The satisfactory standard is currently taken as condition 3. The breakdown of backlog per asset class as of 30 June 2021 is shown in the following table.

Table 17 Asset backlog summary

Asset Class	Backlog (\$ 000's) (Cost to Satisfactory)	Backlog Ratio (Cost to Satisfactory / WDV)
Buildings	\$1,871	4.94%
Roads & Transport	\$5,158	1.77%
Stormwater	\$318	2.09%
Water and Sewer	\$13,017	26.55%
Open Space	\$1,086	8.76%
Combined Assets	\$21,450	5.27%

8.3 ASSET CONDITION

Reviewing asset condition data shows that the most of Council's assets are in a satisfactory or better condition. The reliability of Council's condition data varies between the asset classes with most data being reliable, or highly reliable. Details of Council's current asset condition are shown in the table below. The condition is represented as a percentage of the replacement cost of Council's assets.

Table 18 Asset Condition Data

Asset Class	Asset Condition (% of CRC)				
	1	2	3	4	5
Buildings	39.29%	36.06%	19.65%	5.00%	0.00%
Roads & Transport	65.85%	25.81%	5.23%	2.81%	0.30%
Stormwater	25.00%	55.00%	18.00%	2.00%	0.00%
Water and Sewer	15.00%	31.05%	28.43%	13.29%	12.24%
Open Space	28.42%	44.19%	17.64%	9.64%	0.12%
Combined	51.35%	29.63%	11.77%	5.00%	2.25%

8.4 EXPENDITURE AND REPORTING

The average capital and maintenance expenditure on Council assets over the ten-year forecast period is approximately \$12.5 million per year. This compares to the expenditure which is required to maintain, operate, and renew the asset network as required being \$14.5 million per year.

A summary of the projected expenditure requirements can be found in the following table.

Table 19 Combined asset expenditure projections

Expenditure projections (\$,000s) – combined assets		2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025	2025/ 2026	2026/ 2027	2027/ 2028	2028/ 2029	2029/ 2030	2030/ 2031
Actual	Renewal	13,019	5,258	5,397	5,611	5,841	5,926	6,035	6,166	6,262	6,418
	New and expanded assets	14,526	2,131	676	999	1,078	1,112	1,148	1,184	1,221	1,276
	Maintenance and operational	3,020	3,086	3,154	3,224	3,295	3,367	3,441	3,517	3,594	3,673
	Total expenditure	30,565	10,475	9,228	9,834	10,214	10,406	10,624	10,867	11,077	11,368
Required	Required renewal (depreciation)	6,577	6,890	7,084	7,267	7,459	7,657	7,860	8,068	8,281	8,501
	New and expanded assets	14,526	2,131	676	999	1,078	1,112	1,148	1,184	1,221	1,276
	Required O&M	3,862	3,971	4,074	4,182	4,293	4,407	4,524	4,644	4,767	4,894
	Total	24,965	12,992	11,834	12,449	12,831	13,176	13,531	13,895	14,270	14,671
Maintenance Gap		-842	-885	-920	-958	-998	-1,040	-1,083	-1,127	-1,173	-1,220
Renewals Gap		6,442	-1,632	-1,687	-1,657	-1,618	-1,730	-1,825	-1,901	-2,020	-2,083
Overall (GAP)		5,599	-2,517	-2,607	-2,615	-2,616	-2,770	-2,907	-3,028	-3,193	-3,303

Table 20 General Fund Expenditure Projection

Expenditure projections (\$,000s) – combined assets		2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025	2025/ 2026	2026/ 2027	2027/ 2028	2028/ 2029	2029/ 2030	2030/ 2031
Actual	Renewal	11,695	3,645	3,619	3,664	3,709	3,715	3,741	3,788	3,796	3,824
	New and expanded assets	13,970	1,536	11	261	261	261	261	261	261	261
	Maintenance and operational	2,182	2,230	2,279	2,329	2,380	2,433	2,486	2,541	2,597	2,654
	Total expenditure	27,847	7,410	5,909	6,254	6,350	6,408	6,488	6,590	6,653	6,739
Required	Required renewal (depreciation)	5,043	5,300	5,447	5,583	5,725	5,871	6,020	6,173	6,330	6,490
	New and expanded assets	13,970	1,536	11	261	261	261	261	261	261	261
	Required O&M	3,185	3,273	3,355	3,440	3,528	3,618	3,709	3,804	3,900	3,999
	Total	22,197	10,109	8,812	9,284	9,514	9,749	9,990	10,237	10,491	10,750
Maintenance Gap		-1,003	-1,043	-1,076	-1,111	-1,147	-1,185	-1,223	-1,263	-1,303	-1,345
Renewals Gap		6,652	-1,656	-1,828	-1,919	-2,016	-2,156	-2,279	-2,385	-2,534	-2,666
Overall (GAP)		5,650	-2,699	-2,904	-3,030	-3,164	-3,341	-3,502	-3,648	-3,837	-4,012

Table 21 Water and Sewer Fund Expenditure Projection

Expenditure projections (\$,000s) – combined assets		2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025	2025/ 2026	2026/ 2027	2027/ 2028	2028/ 2029	2029/ 2030	2030/ 2031
Actual	Renewal	1,324	1,613	1,778	1,947	2,132	2,212	2,294	2,378	2,466	2,594
	New and expanded assets	556	595	666	738	818	852	887	923	961	1,016
	Maintenance and operational	838	856	875	895	914	934	955	976	997	1,019
	Total expenditure	2,717	3,065	3,319	3,580	3,865	3,998	4,136	4,278	4,424	4,629
Required	Required renewal (depreciation)	698	719	741	764	787	812	838	865	892	921
	New and expanded assets	556	595	666	738	818	852	887	923	961	1,016
	Required O&M	677	698	719	742	765	790	815	841	868	896
	Total	1,931	2,012	2,126	2,244	2,371	2,454	2,540	2,629	2,721	2,833
	Maintenance Gap	161	159	156	153	149	145	140	135	129	123
	Renewals Gap	626	894	1,037	1,183	1,345	1,399	1,456	1,514	1,574	1,673
	Overall (GAP)	787	1,053	1,193	1,336	1,494	1,544	1,596	1,648	1,703	1,797

8.5 FINANCIAL PERFORMANCE

The Office of Local Government has established financial benchmarks for councils to strive towards and adhere to. The charts below showcase Council's current financial service levels and the impacts of Council's projected expenditure upon these service levels

Figure 8 Consolidated Portfolio overview 1

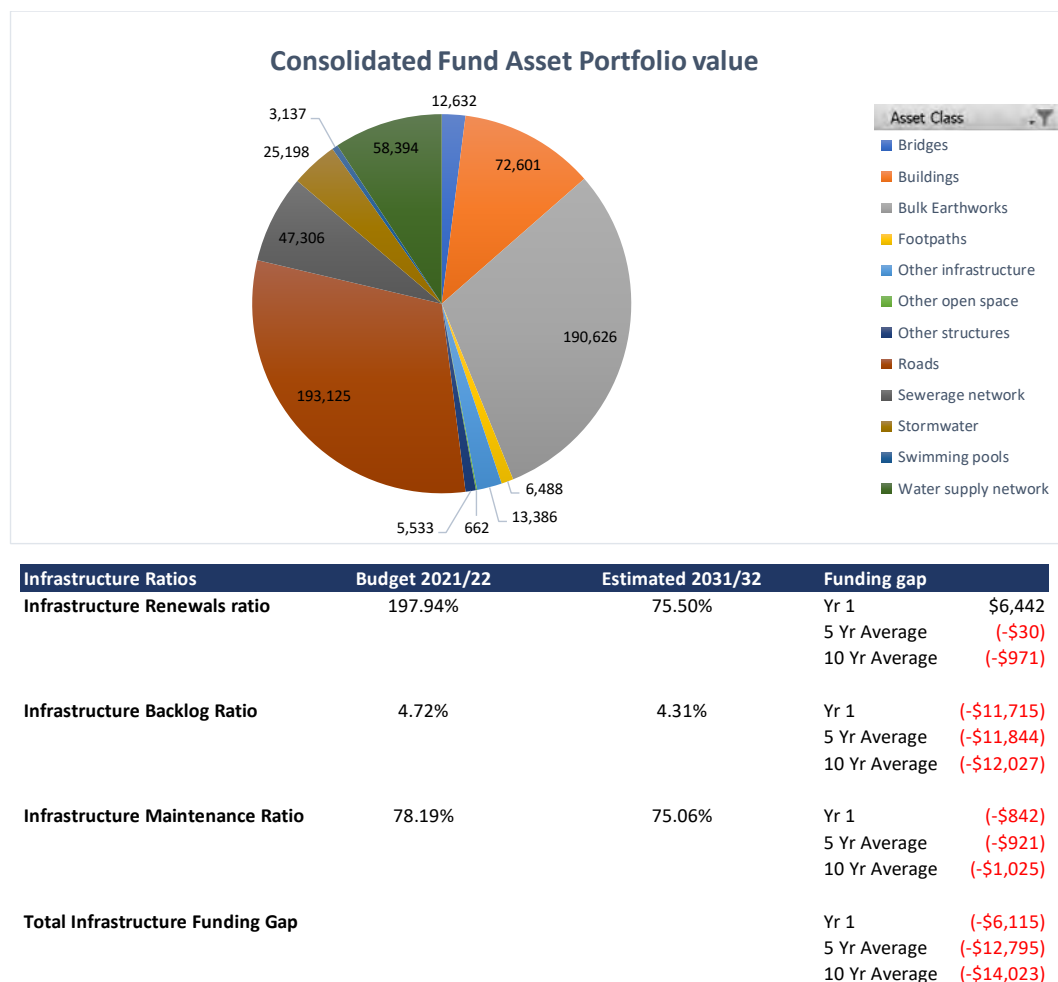


Figure 9 Consolidated Portfolio overview 2

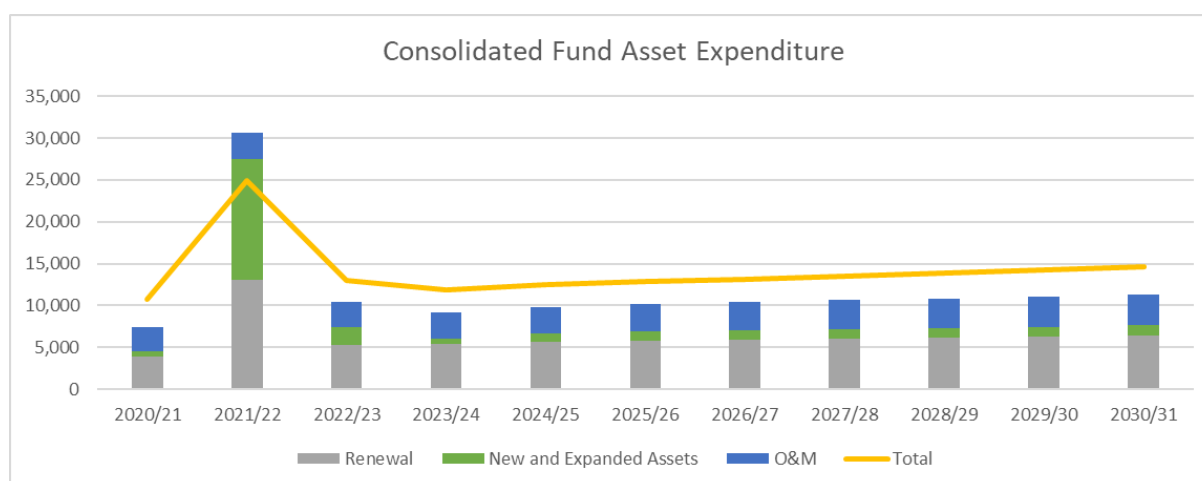


Figure 10 Consolidated OLG asset expenditure ratios

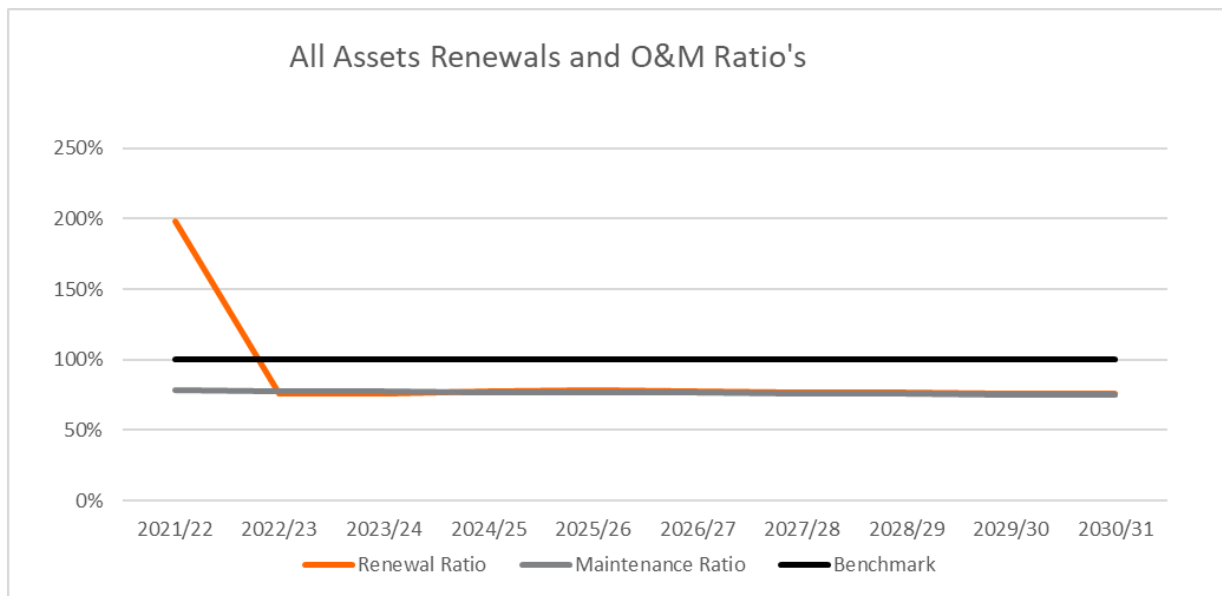


Figure 11 Consolidated OLG backlog ratio

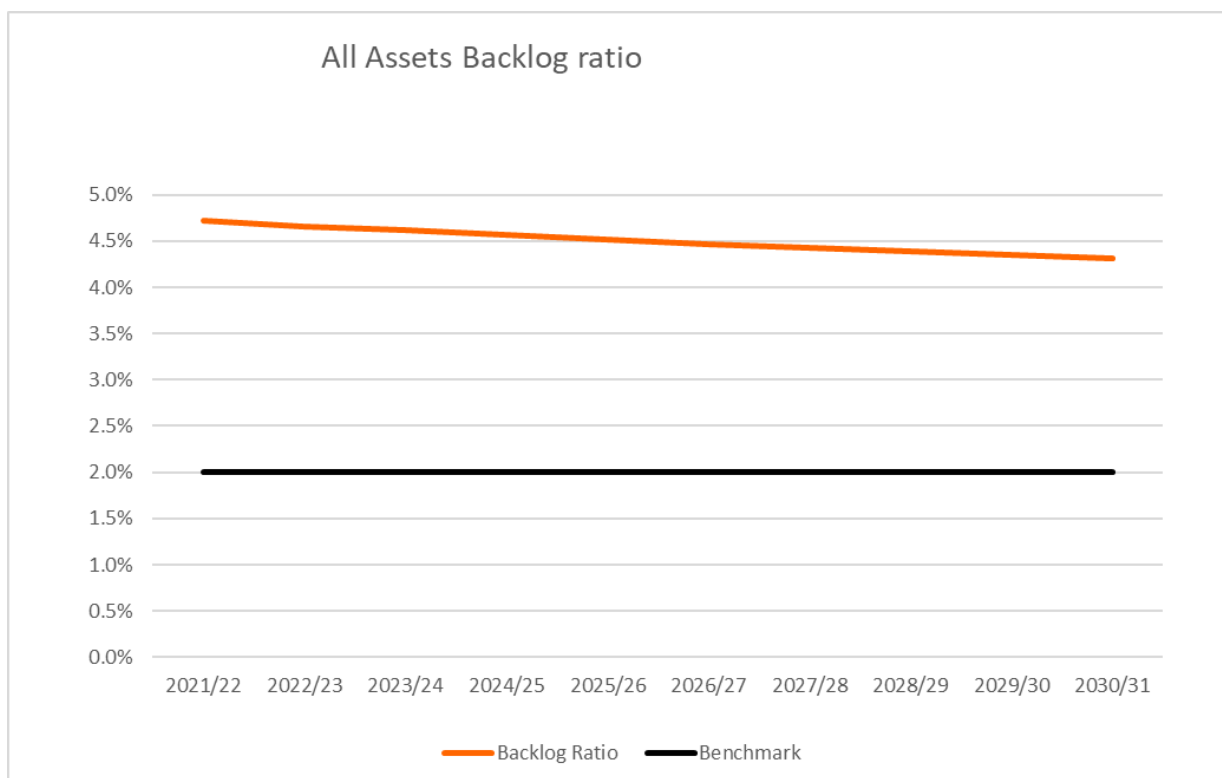


Figure 12 General Fund Portfolio overview 1

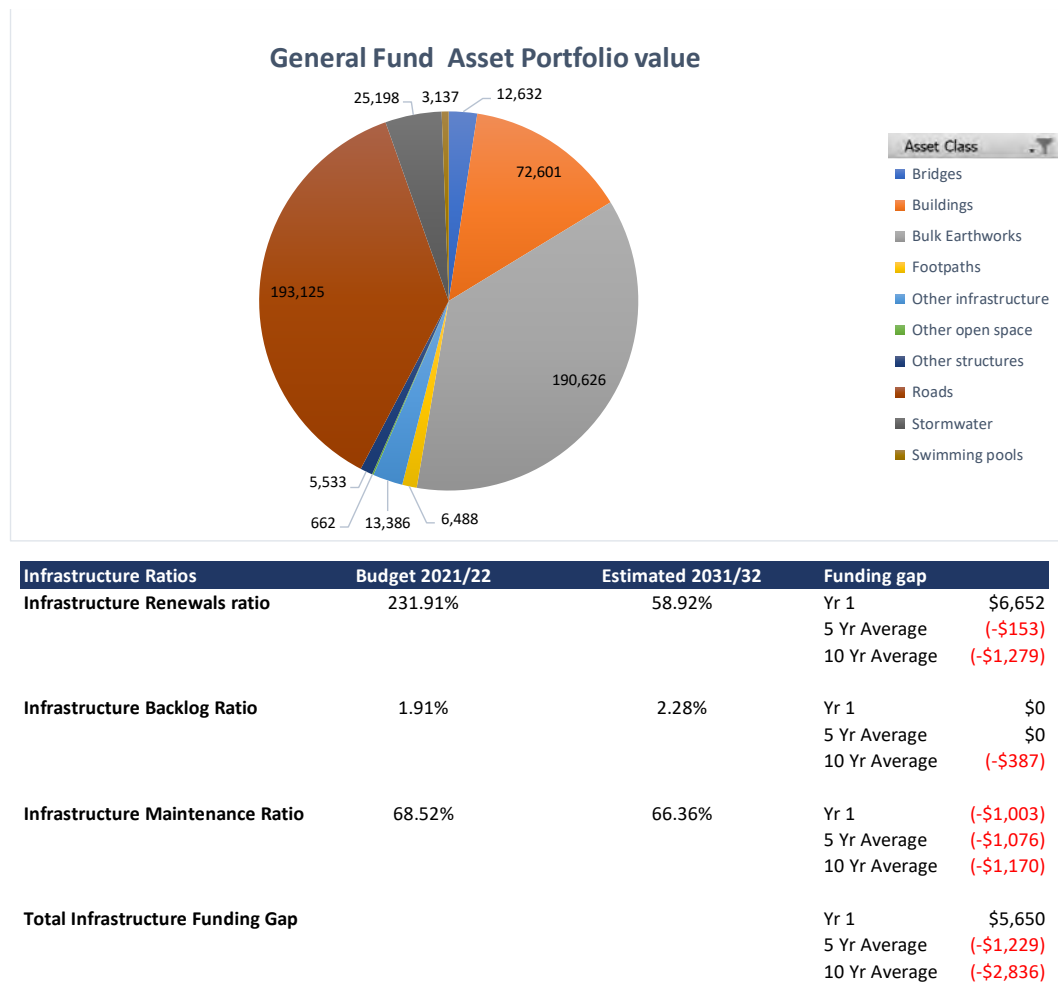


Figure 13 General Fund Portfolio overview 2

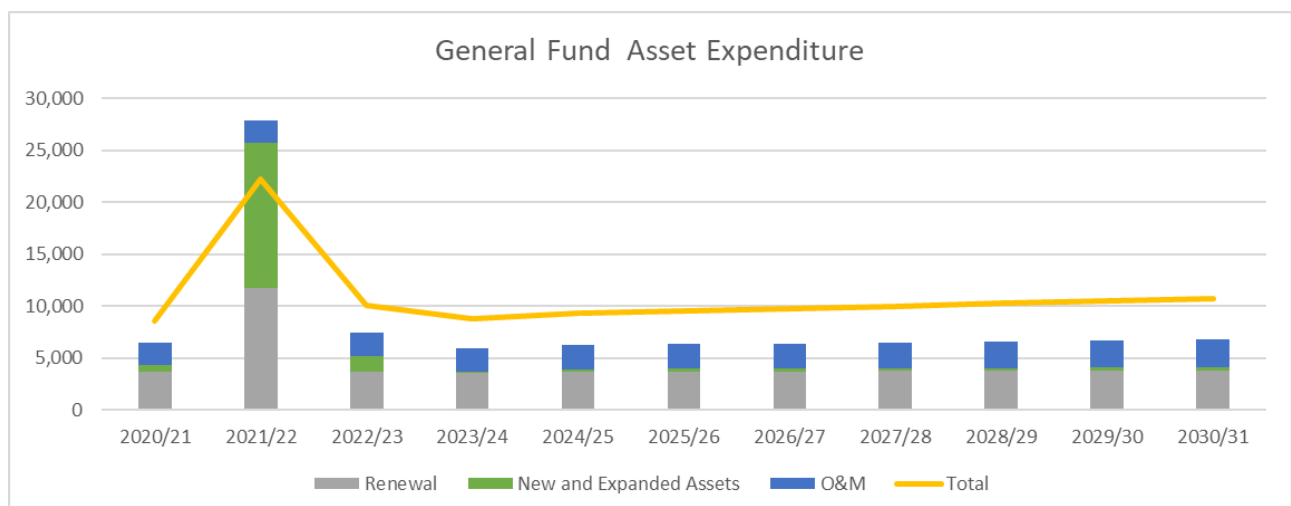


Figure 14 General Fund OLG asset expenditure ratios

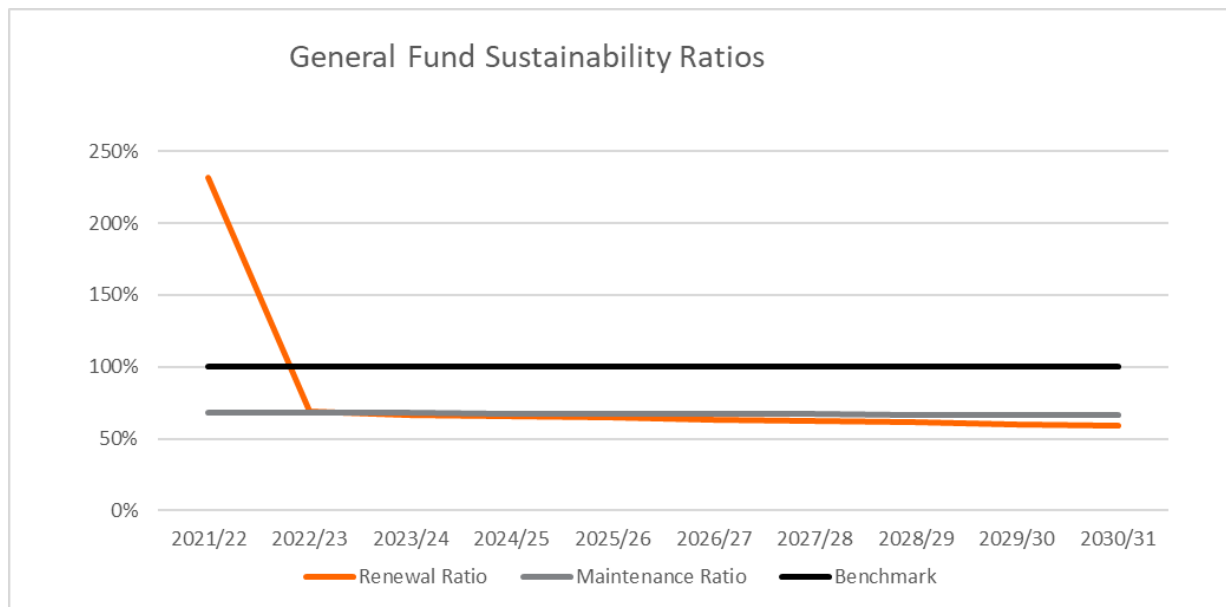


Figure 1215 General Fund OLG backlog ratio

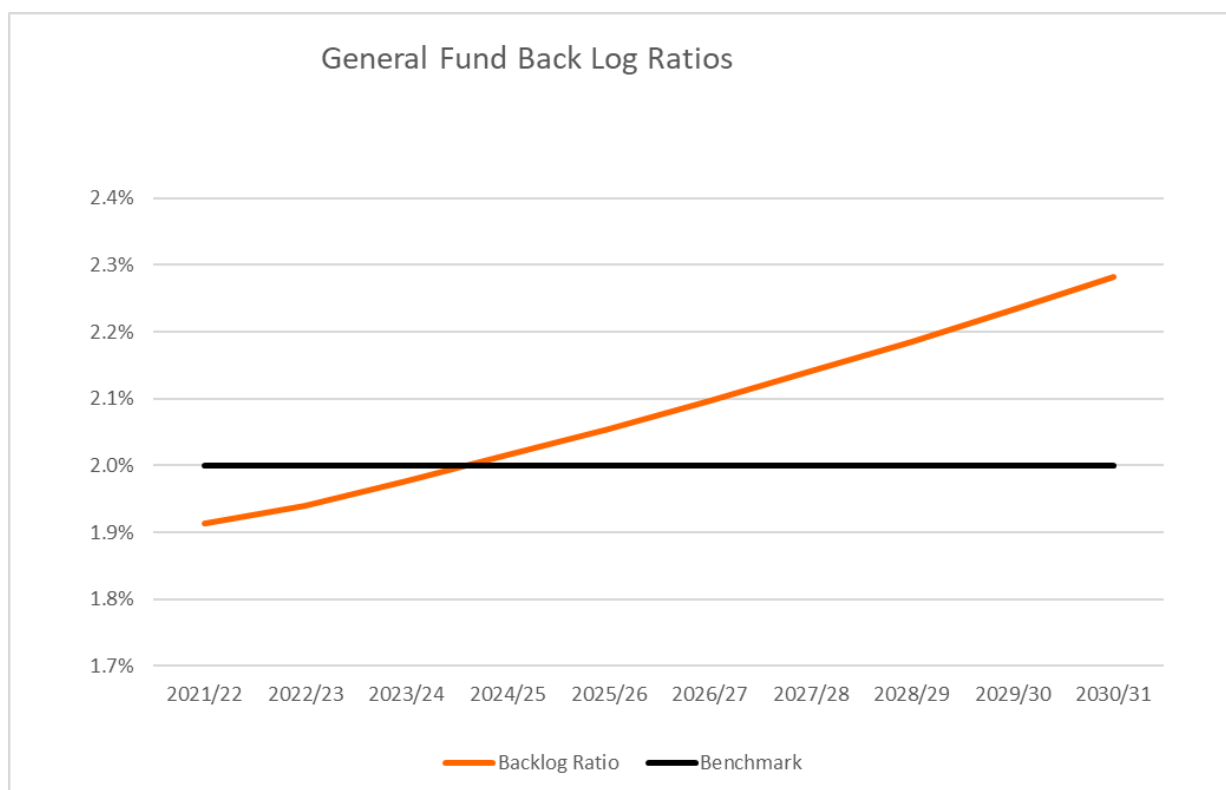


Figure 13 Water and Sewer Fund Portfolio overview 1

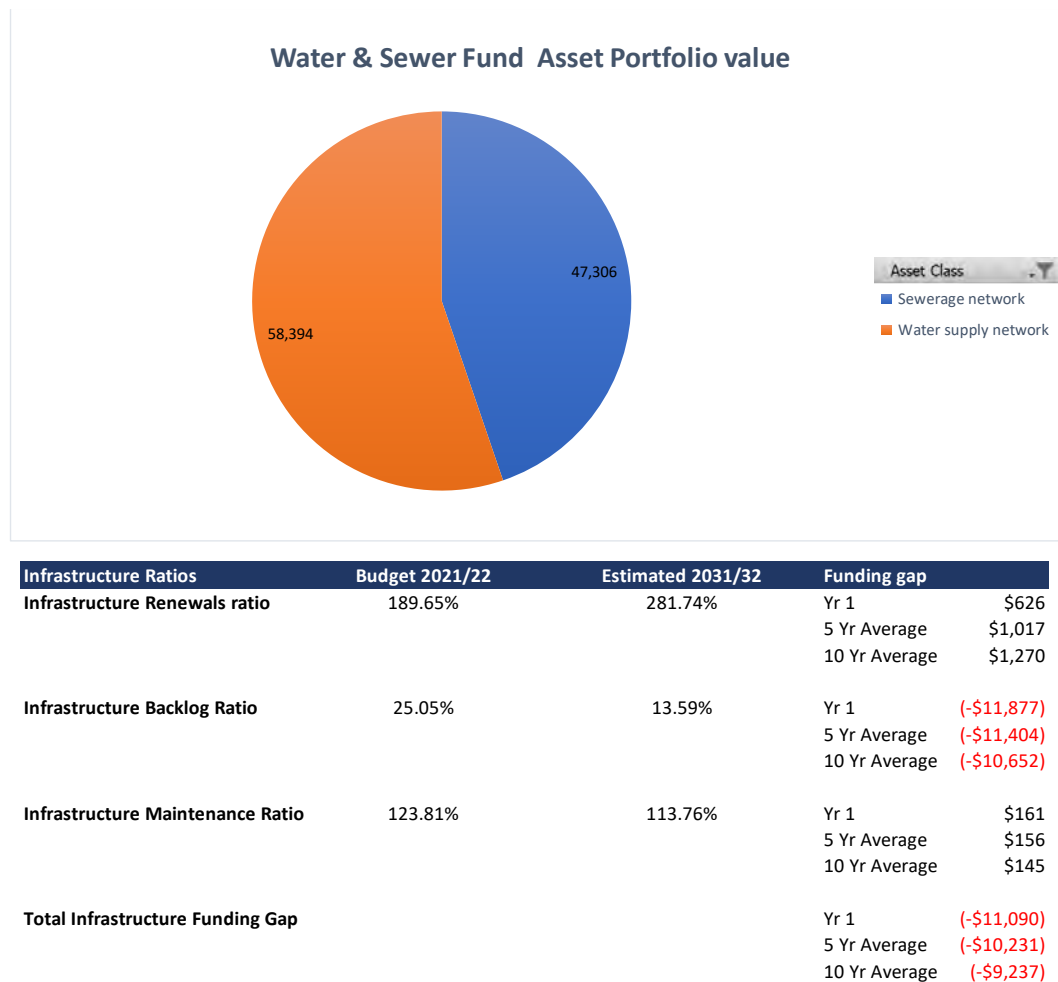


Figure 17 Water and Sewer Fund Portfolio overview 2

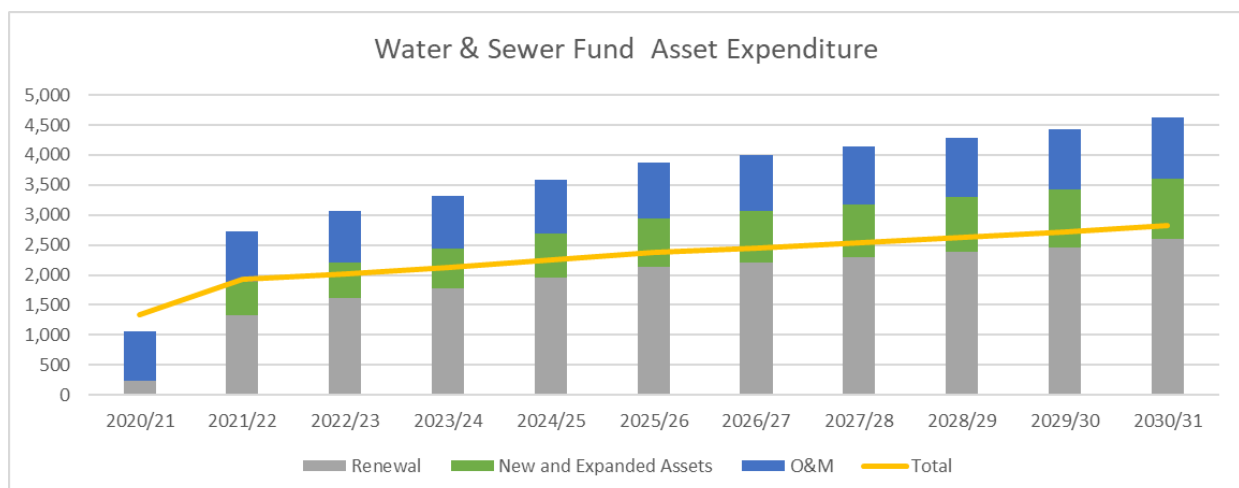


Figure 1814 Water and Sewer Fund OLG asset expenditure ratios

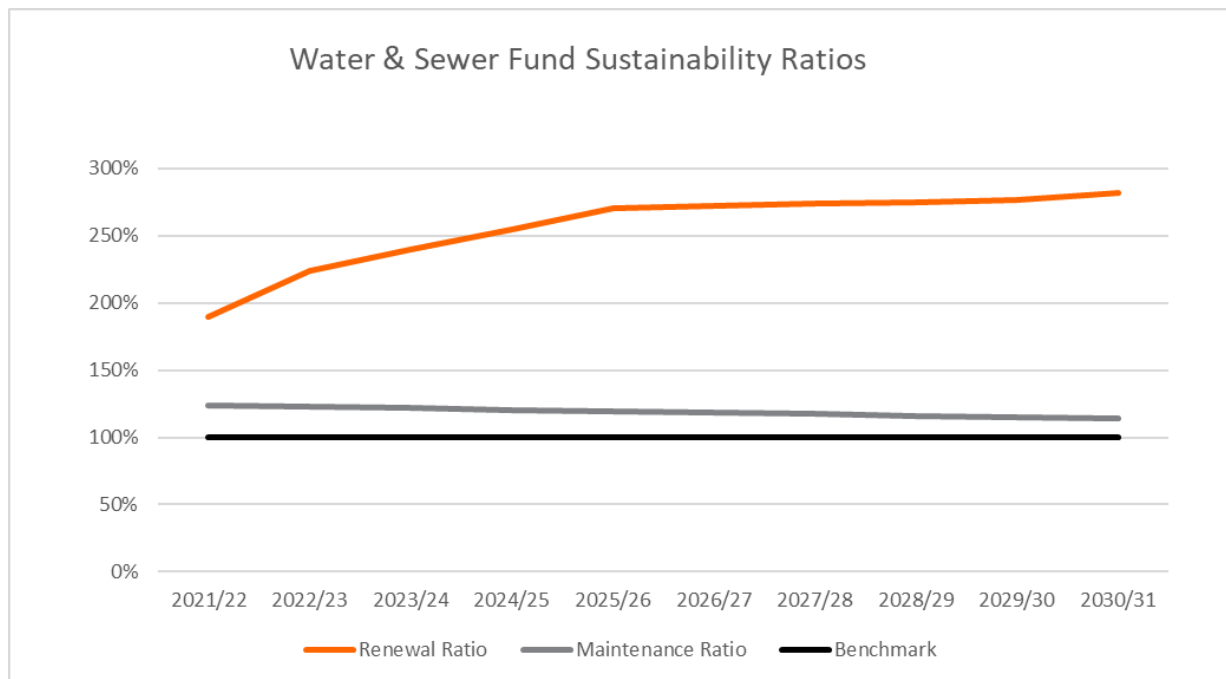
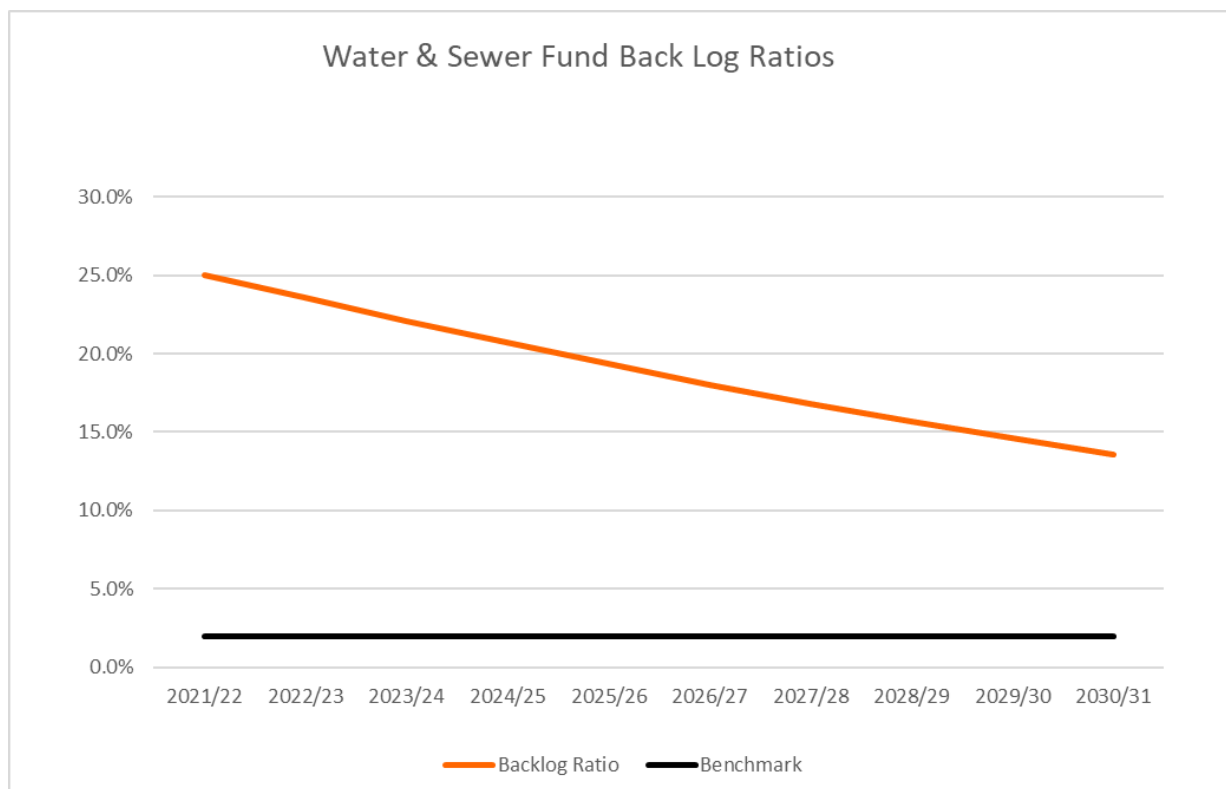


Figure 19 Water and Sewer Fund OLG backlog ratio



9 OVERARCHING IMPROVEMENT PLAN

The Strategic Asset Management Plan is to enable Council to:

- demonstrate how its asset portfolio will meet the service delivery needs of its community into the future
- ensure the integration of Council's asset management with its Community Strategic Plan.

The Strategic Asset Management Plan proposes the following strategies to enable the objectives of the Community Strategic Plan to be achieved.

Table 22 Asset management strategic actions

No	Strategy	Desired outcome
1	Continue the move from annual budgeting to long term financial planning for all asset classes	The long-term implications of Council services are considered in annual budget deliberations.
2	Further develop and review the Long-Term Financial Plan covering ten years incorporating asset management plan expenditure projections with a sustainable funding position outcome.	Sustainable funding model to provide Council services.
3	Review and update asset management plan financial projections and long-term financial plans after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks.	Council and the community are aware of changes to service levels and costs arising from budget decisions.
4	Continue to report Council's financial position at fair value in accordance with Australian accounting standards, financial sustainability and performance against strategic objectives in annual reports, ensuring that asset remaining lives are assessed on an annual basis.	Financial sustainability information is available for Council and the community.
5	Ensure Council's decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs.	Improved decision making and greater value for money.
6	Report on Council's resources and operational capability to deliver the services needed by the community in the Annual Report.	Services delivery is matched to available resources and operational capabilities.
7	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions. Assess whether current resourcing is sufficient to cover all asset management functions for all asset classes.	Responsibility for asset management is defined.
8	Implement an improvement plan to initially realise 'core/good' maturity for the financial and asset management competencies, then progress to 'advanced/better' maturity.	Improved financial and asset management capacity within Council.
9	Develop and implement an asset condition inspection strategy which ensures that council has a complete data set for an asset class the year prior to a revaluation	Asset condition inspection strategy.
10	Report annually to Council on development and implementation of asset management strategy and plan and long-term financial plans.	Oversight of resource allocation and performance.

Ref no.	Improvement plan tasks	Priority	Suggested timeframe
1.	Asset management maturity		
1.1	Council is to achieve a core level of asset management.	High	2024
2.	Asset data and knowledge		
2.1	Clean asset data to ensure that asset condition is measured consistently across the various asset classes and sub classes.	High	2024
2.2	Review Asset Hierarchy and asset class and sub class categorisation of buildings, open space and other assets.	Medium	2025
2.3	Develop an asset condition inspection strategy that ensures all assets are inspected on a regular basis.	High	2024
2.4	Clearly identify maintenance and operational activities as part of a maintenance management system, and clearly identify capital works projects as renewal, expansion or new asset expenditure.	Medium	2025
2.5	Develop and implement asset lifecycle strategy and processes for operations, maintenance, renewal, development and disposal of assets.	Low	2026
3.	Asset knowledge processes		
3.1	Valuation methodology and assumptions must be fully documented and applied.	High	2024
3.2	Undertake an annual desktop review of asset valuations ensuring that there is an annual review of useful life of assets.	High	2024
3.3	Ensure that the asset data in the asset management system is the true record of Council's assets and is up to date.	High	2024
3.4	Adopt consistent reporting methodology across all asset classes informed by current asset data.	Medium	2025
4.	Strategic asset planning processes		
4.1	Determine the long-term expenditure requirements for Council's assets based on a sustainable asset approach and incorporate findings into the Council's LTFP.	High	2024
4.2	Review and readopt the Asset Management Policy to ensure that it is up to date and remains relevant.	Medium	2025
4.3	Ensure that all asset classes have up to date asset management plans.	High	2024
4.4	Revise Asset Management Plans to include: <ul style="list-style-type: none"> - refined level of service statements and clearly defined community and technical level of service targets - forward programs identifying forecasts for renewals, new assets, upgrades, maintenance, operations and depreciation expenditure - asset performance and utilisation measures with associated links to levels of service - identify critical assets for each asset class. 	Medium	2025
4.5	Review and update asset management plans and long-term financial plans after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks.	Medium	2025
4.6	Review the Asset Management Strategy to ensure that it incorporates the most up to date and relevant information on each asset class.	Medium	2025
4.7	Integrate asset lifecycle planning and costing into the LTFP.	Medium	2025
5.	Operations and maintenance work practices		
5.1	Implement a maintenance management system for maintenance planning and ensure that operational and maintenance requirements are specified against asset performance and service level expectations for all asset classes.	Medium	2025
5.2	Identify critical assets and incorporate critical asset risk mitigation plans into Council's emergency response planning procedures.	Medium	2025

5.3	Ensure that all works are costed correctly to either operational, maintenance, renewal, or new asset expenditure.	High	2024
6.	Information systems		
6.1	Review need for single source of truth asset register for councils assets, currently data for each asset class is stored separately and does not fully integrate with the Finance System.	High	2024
6.2	Develop an operational process to ensure that the asset register integrates with the maintenance system, financial system and the spatial system. Ensure that that these are reconciled and aligned on a regular basis.	Medium	2025
7.	Organisational context		
7.1	Implement a process for reporting on asset management progress and improvement plan status and create a process for annual reporting to senior management.	Medium	2025
7.2	Ensure that asset reporting in the financial statements is up to date and consistent across each asset class.	Medium	2025
7.3	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions. Review current asset management capacity and capability for all asset classes to ensure council can undertake strategic planning for all asset classes.	High	2024

9.7 AF003 REQUESTS FOR FINANCIAL ASSISTANCE

File Number: RPT/22/330

Responsible Officer: Simon Rule - Director Finance and Policy
 Responsible Division: Finance and Policy
 Reporting Officer: Annette Fraser - Team Leader Customer Service

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future
 Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

Council has provided an allocation of \$160,000.00 for the 2021/22 financial year for the consideration by Council, for the funding of requests from the community for financial assistance. In this financial year, the total value of request granted so far totals \$136,899.00.

The total value of requests for this funding application period totals \$8,092.00, which if granted in full, would leave a balance in the Donations, Contributions and Grants fund of \$15,009.00

Recommendation

That Council having reviewed each of the applications approve option:

- (a) Granting the full value of all requests for a total of \$8,092.00

Detailed Report

Purpose

The purpose of this report is to consider requests for financial assistance that have been received within the current application period.

Background

Council's ability to make financial contribution and/or in-kind assistance are set out in Section 356 of the *Local Government Act 1993*. To assist Council in its compliance requirement, Council has adopted a Donations, Contribution and Grants Policy (AF003), and has provided a funding allocation of \$160,000.00 for the 2021/22 financial year. In this financial year \$136,899.00 has been granted to a variety of organisations.

Matters under consideration

In this current application period, there have been four (4) requests for assistance received from community organisations. The total value of the requests under consideration is \$8,092.00

A review of the applications has determined that the applications meet the program guidelines.

Options

Based on the information contained in this report, the options available to address this matter are to:

- (a) Granting the full value of all requests for a total of \$8092.00; or
- (b) consider reducing or declining some applications.

Legal, strategic, financial or policy implications

If the requested total of \$8092.00 is approved this would leave a remaining balance of \$15,009.00.

Conclusion

Nil. Attachments

1. DCG Donations Contributions & Grants Applications List [↓](#)
2. DCG Donations Contributions & Grants Applications (Under Separate Cover) [⇒](#)

DONATIONS, CONTRIBUTIONS AND GRANTS - MAY 2022					
Organisation/Recipient	Type of Request	\$ Value	\$ Amounts granted in 2020/21	Details of Request	Council Meeting Date
AFL Sunraysia	Fee Waiver	\$78.00	\$ -	Oval hire & power - Auskick	18/05/2022
Wentworth Regional Community Project Association	Grant	\$3,000	\$ -	Request for Grant towards Christmas Eve Street Party & Fireworks	18/05/2022
Sunraysia Motorsport	Fee Waiver	\$4,534	\$ 5,000.00	Reserve hire & camping fees	18/05/2022
Dareton Kennel Club Inc	Fee Waiver	\$480	\$0.00	mobile garbage bins	18/05/2022
		\$8,092.00			

9.8 POLICY REVIEW - DEPARTMENT HEALTH AND PLANNING

File Number: RPT/22/297

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Matthew Carlin - Director Health and Planning

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

After each general election of Councillors, the Local Government Act 1993 (the Act) requires Council to review all official policies of Council. There are currently 73 policies in place of which 15 are the responsibility of the Health and Planning Department.

For this Council meeting Health and Planning has reviewed five (5) policies which are now presented for consideration.

Recommendation

That Council, following the completion of the public exhibition period and there being no submissions, adopt the following draft policies:

- a) PR016 Mobile Food Vendors Policy
- b) PR018 Provision of Electricity Supply and Telecommunication Service for Subdivisions

That Council rescind the following policies:

- a) PR001 Development Guidelines – Agricultural Buffers
- b) PR005 Water Control and Flood Prone Land
- c) PR006 Flood Liable Land

Detailed Report

Purpose

The purpose of this report is to update Council on the process of the review of Council policies that is ongoing following the election of all Councillors.

Background

After each general election of Councillors, the Act requires Council to review all official policies of Council. There are currently 73 policies in place of which 15 are the responsibility of the Health and Planning Department.

Matters under consideration

As part of ongoing continuous improvement, a new template for both Council and Operational Policies has been developed to ensure consistency and ease of use. As part of this review process, all existing policies submitted for review have been updated using the new policy template.

PR016 Mobile Food Vendor Policy

This policy was exhibited for 28 days per Councils Community Participation Plan. No submissions were received. It is now presented to Council for adoption.

PR018 Provision of Electricity Supply and Telecommunication Service for Subdivisions

This policy was exhibited for 28 days per Councils Community Participation Plan. No submissions were received. It is now presented to Council for adoption.

Policies proposed to be rescinded

PR005, PR006 and PR001 are no longer required as policies. The information contained in them and their objectives are addressed in Council's Development Control Plan.

Conclusion

The Local Government Act 1993 requires Council to review its official Council Policies following a general Election of Council. The Health and Planning Department is responsible for 15 Council policies. For this meeting Council has reviewed four policies, one for adoption and three to be rescinded. There is also a new Council Policy for adoption.

Attachments

1. PR016 Mobile Food Vendors Policy[↓](#)
2. PR018 Provision of Electricity Supply and Telecommunication Service for Subdivisions[↓](#)
3. PR001 Development Guidelines - Agricultural Buffers[↓](#)
4. PR005 Water Control and Flood Prone Land[↓](#)
5. PR006 Flood Liable Land[↓](#)

Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY****POLICY OBJECTIVE**

The objective of this policy is to provide the framework for the operation of mobile food vending vehicles in the Wentworth Shire Local Government Area.

1. POLICY STATEMENT

The intent of this policy is to ensure that Wentworth Shire Council establishes systems which sets out the relevant legislative requirements for safe food handling and preparation practices and establishes the on-street trading parameters.

2. POLICY COVERAGE

This policy applies to the Wentworth Local Government Area.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision making and service delivery

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Mobile Food Vendor	A food vendor who has a <i>Mobile Food Vendor Permit</i> and operates a licensed food vending vehicle or trailer.
Mobile Food Vending Vehicle	A mobile food vending vehicle is a vehicle location on Council-owned roads and managed land used in connection with the preparation and/or sale of food. It includes vehicles used for on-site food preparation (e.g. Hamburgers, hot dogs, and kebabs), one-step food preparation (e.g. popcorn, fairy floss, coffee) and the sale of any type of food, including pre-packaged food. For the purposes of this policy " <i>mobile food vending vehicle</i> " refers to both food trucks and food vans, being vehicles that are registered within the meaning of the <i>Road Transport Act 2013</i> .
Council-owned roads	Council-owned roads includes all of the land used for vehicular traffic, plus any footway, shoulder, kerb and gutter.
Managed land	Council managed land includes all crown land and reserves within the Wentworth Local Government Area
Standing Vehicle	Includes any food truck or food van that has stopped to make a sale, or with the intention to sell

5. POLICY CONTENT

[Approval Process Mobile Food Vending Vehicles](#)

Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY**

Approval under the *Local Government Act 1993* is required to be obtained prior to commencement of operation of a mobile vending vehicle.

An application for approval to use a mobile food vending vehicle is to be made on the approved form. The prescribed fee is to be paid before the application is assessed.

Prior to the issue of an approval under this Policy, the mobile food vending vehicle is to be made available for inspection by Council officers.

All approvals will be issued with an end date of 30 June each financial year.

All approvals will be subject to conditions, including but not limited to compliance with this Policy.

Only the sale of food and drinks will be permitted from mobile food vending vehicles. No sale of alcohol, cigarettes or other products from mobile food vending vehicles will be allowed.

The applicant is required to submit a copy of public liability insurance, indemnifying the applicant to an amount of not less than \$20,000,000. This insurance is to be valid at all times.

Design and construction of Mobile Food Vending Vehicles

All mobile food vending vehicles are required to:

- Be appropriate for the types of food produced and activities conducted
- Provide adequate space for all activities and all equipment to be used and stored
- Allow easy cleaning/sanitising procedures of all structures and equipment
- Prevent entry of pests, dust, fumes, smoke and other contaminants
- Exclude favourable sites for pests to harbour (live and breed)

Parking/Standing of Mobile Food Vending Vehicles

Mobile food vending vehicles are to:

- Comply with local parking rules and restrictions
- Comply with relevant road rules
- Operate from Council approved locations only
- Ensure pedestrian ramps and footpaths are not compromised
- Ensure deliveries are not made while in operation
- Ensure the serving window does not open onto any part of a vehicular carriageway or cycleway

Waste Management

Provisions for waste management are to include the following:

- Waste materials are to be collected in bins or suitable receptacles, bagged or contained, stored and disposed of at the cost of the operator
- Any waste produced by the operation of the mobile food vending vehicle is to be removed from the site via the mobile food vending vehicle at the end of the trading period
- The trading area is to be left in a clean and tidy condition at the end of each trading interval
- The trading approval holder is liable to reimburse Council for any cleaning cost incurred by Council during the duration of the trading period as a result of the operation of the mobile food vending vehicle.

Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY**

- Disposal of all liquid wastes generated within the food van is to be discharged to the sewer or as approved by an authorised Council Officer. Under no circumstances is liquid waste to be discharged to the ground or in the stormwater drain or natural waterways
- Details of liquid waste and garbage disposal arrangements must be supplied with the application for the mobile food vending vehicle.

Potable Water Supply

The vehicle must be provided with an adequate supply of potable water stored in approved containers and suitably protected against contamination, for hand washing, cleaning equipment and for use of food preparation. There must also be an adequate supply of hot water for these purposes.

The vehicle is to be equipped with a waste water tank external to the vehicle, of at least 50 litre capacity with an outlet of sufficient diameter to facilitate easy flushing and cleaning.

All hot water for washing purposes is to be supplied from a suitable hot water system and should be piped so it can be mixed with cold water.

Control of Pollution

Operators are to comply with the *Protection of the Environment Operations Act 1997*, which contains provisions relating to pollution, including prevention of offensive noise, smoke, odour and waste water discharges.

Noise

The emission of noise associated with the use of the vehicle, including the operation of any mechanical plant and equipment, is to comply with the following:

- The use of the vehicle must be controlled so that any emitted noise is at a level so as not to create an "offensive noise" as defined in the *Protection of the Environment Operations Act 1997*
- If any noise complaints are received and substantiated by an authorised Council officer, the officer may direct that the use of the food truck/business is to be suspended or moderated to prevent nuisance until attenuation measures are completed and Council has confirmed in writing that the use may resume.
- The operation of a mobile food vending vehicle is not to involve the use of any bell, music or other sound device to attract customers, nor while the vehicle is stationary.

Odour

If any odour or smoke complaints are received and substantiated by an authorised Council officer, then the use of the vehicle or apparatus is to be moderated as directed by an authorised Council officer as deemed necessary to prevent nuisance.

Use of Separate Premises/Preparing Food at home

Where the operation of the mobile food vending vehicle involves the use of premises within the Wentworth Shire Local Government Area, for the storage or preparation of food in conjunction with a mobile food vending vehicle, a Development Consent for such use may be required under the *Environmental Planning and Assessment Act 1979*.

A separate approval may be required for the preparation of food as part of a home business.

Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY**

6. RELATED DOCUMENTS & LEGISLATION

- *Local Government Act 1993*
- *Food Act 2003*
- *Roads Act 1993*
- *Environmental Planning and Assessment Act 1979*
- *Protection of the Environment Operations Act 1997*
- Food Standards Code
- Mobile Food Vending Vehicles – Operation, construction and food handling Guidelines 2017
- Department of Local Government Street Vending Control Guidelines 2017

7. ATTACHMENTS

Permitted Trading Locations

8. DOCUMENT APPROVAL**For Council Policies please use the following, otherwise delete**

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

General Manager Wentworth Shire Council[Click here to enter a date.](#)**Date**

Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY****ATTACHMENT 1 – PERMITTED TRADING LOCATIONS**

TOWNSHIP	Wentworth
SITE	Junction Park Cadell Street
PERMITTED TRADING HOURS	7am – 8pm each day of the week
CONDITIONS	A maximum of two (2) traders may operate from the designated bays



C

Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY**

TOWNSHIP	Curlwaa
SITE	O'Donnell Park
PERMITTED TRADING HOURS	7am – 8pm each day of the week
CONDITIONS	A maximum of One (1) traders may operate from the designated bays



Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY**

TOWNSHIP	Dareton
SITE	Dareton Boat Ramp
PERMITTED TRADING HOURS	7am – 8pm each day of the week
CONDITIONS	A maximum of One (1) traders may operate from the designated bays



Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY**

TOWNSHIP	Buronga
SITE	Buronga Travellers Rest
PERMITTED TRADING HOURS	7am – 8pm each day of the week
CONDITIONS	A maximum of Two (2) traders may operate from the designated bays



Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY**

TOWNSHIP	Buronga
SITE	Buronga Riverfront
PERMITTED TRADING HOURS	7am – 8pm each day of the week
CONDITIONS	A maximum of One (1) traders may operate from the designated areas



Wentworth Shire Council

Word Document Reference: DOC/22/1977

Council Policy No: PR016**MOBILE FOOD VENDORS POLICY**

TOWNSHIP	Gol Gol
SITE	James King Park Car Park
PERMITTED TRADING HOURS	7am – 8pm each day of the week
CONDITIONS	A maximum of Two (2) traders may operate from the designated bays



Wentworth Shire Council

Word Document Reference: DOC/22/2825

Council Policy No: PR018**PROVISION OF ELECTRICITY SUPPLY AND
TELECOMMUNICATIONS SERVICE FOR SUBDIVISIONS****POLICY OBJECTIVE**

This official Council Policy ensure that planning decisions and controls ensure the community benefits from development of subdivision of land by requiring developers to ensure they provide both electricity and telecommunications.

1. POLICY STATEMENT

The intent of this policy is to ensure that Wentworth Shire Council establishes systems which outline the satisfactory standards for the provision of electricity and telecommunications for subdivisions.

2. POLICY COVERAGE

This policy applies to all development through the Wentworth Shire.

3. STRATEGIC PLAN LINK

Objective: 3.0 Wentworth Shire is a community that works to enhance and protect its physical and natural environment.

Strategy: 3.1 Our planning decisions and controls ensure that the community benefits from development.

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Electricity Supply	Means the supply of electrical energy sufficient to cater for the needs of a single dwelling house and associated infrastructure. This includes grid electricity supply, but also other devices or infrastructure that convert another form of energy to electrical energy.
Telecommunications Service	Means the service connection to a communications network with voice and data capability.
Fibre-ready facility	Has the meaning given in s372W <i>Telecommunications Act 1997</i> . Generally, a fibre-ready facility is: (i) For a subdivision - passive infrastructure such as underground ducting or 'pit and pipe' or poles that is designed and installed close enough to all individual lots and/or premises in a real estate development project so as to enable fibre to be readily connected to any premises that is being or may be constructed on those lots, noting that such cabling has special deployment requirements. In most instances passive infrastructure installed will be underground infrastructure such as pit and pipe. In areas where it is not reasonably practical to install underground infrastructure, above ground infrastructure (such as poles or conduit) that will support the ready deployment of fibre may be installed, where the consent authority permits. (ii) For an individual premises – as for a subdivision, and also includes ducting from the street pit to the proposed location at the premises of the network termination device.

Wentworth Shire Council

Word Document Reference: DOC/22/2825

Council Policy No: PR018**PROVISION OF ELECTRICITY SUPPLY AND
TELECOMMUNICATIONS SERVICE FOR SUBDIVISIONS****5. POLICY CONTENT****5.1 RURAL SUBDIVISION****5.1.1 Electricity**

All rural subdivisions are required to provide a satisfactory standard of electricity supply. The following options (or combination of) are acceptable to satisfy this requirement:

- a) A Notice of Arrangement (NOA) from Essential Energy stating that arrangements for electricity supply have been provided to each lot within the subdivision
- b) Where an existing electricity supply is connected to a lot within the subdivision, a copy of a current invoice for the supply to that lot
- c) Where an alternative electricity supply is proposed, a covenant is to be placed on the Title by Council stating the following:

A non-interruptible electricity is to be provided for all new dwellings.

The electricity can either be:

- i. On-grid electricity through Essential Energy or other relevant authority; or
- ii. An Off-grid stand-alone power system, designed and installed by a person accredited through the Clean Energy Council Australia.

5.1.2 Telecommunications

All rural subdivisions are required to provide a satisfactory standard of telecommunications service. The following options (or combination of) are acceptable to satisfy this requirement:

- a) A letter from a carrier stating that suitable arrangements for fixed-line telecommunication service have been provided to each lot within the subdivision
- b) Where an existing telecommunications service is connected to a lot within the subdivision, a copy of a current invoice for the supply of service to that lot
- c) Satisfactory evidence that a voice and data telecommunication service is available to each lot within the subdivision through a wireless or satellite connection. The minimum standard acceptable for voice and data telecommunication service is 4G or 5G wireless mobile or NBN wireless or NBN satellite

5.2 URBAN AND RURAL RESIDENTIAL SUBDIVISION

This part applies to subdivision on land in the following zones:

- R5 Large Lot Residential
- RU5 Village
- B2 Local Centre
- B6 Enterprise Corridor
- IN1 General Industrial
- IN2 Light Industrial

Wentworth Shire Council

Word Document Reference: DOC/22/2825

Council Policy No: PR018**PROVISION OF ELECTRICITY SUPPLY AND
TELECOMMUNICATIONS SERVICE FOR SUBDIVISIONS****5.2.1 Electricity**

All urban and rural-residential are required to provide a satisfactory standard of electricity supply. To satisfy this requirement, a Notice of Arrangement (NOA) from Essential Energy must be obtained and provided.

5.2.2 Telecommunications

All urban and rural-residential subdivisions are required to provide fibre-ready telecommunications facilities and fixed-line telecommunications infrastructure to each lot within the subdivision.

To satisfy this requirement, a Certificate of Practical Completion (or evidence as relevant to the development) from a carrier must be obtained and provided stating that arrangements for fibre-ready telecommunications facilities and fixed-line telecommunications infrastructure have been provided to each lot within the subdivision and that they are fit for purpose.

Note: *NSW Planning Circular PS 17-005* provides certain exemptions to this requirement, consistent with Commonwealth law.

5.3 Bonding for Electricity Supply and Telecommunications Service Works

The satisfactory provision of electricity and telecommunications in accordance with this policy must be made prior to the issue of a Subdivision Certificate. Bonds will not be accepted by Council in lieu of completing works. However, Council will accept evidence of bonds lodged with Essential Energy for any outstanding works as being satisfactory arrangements for the provision of electricity supply.

6. RELATED DOCUMENTS & LEGISLATION

This policy is to be read in conjunction with the following:

- Telecommunications Act 1997
- Wentworth Local Environmental Plan 2011
- *NSW Planning Circular PS 17-005 – Conditions of consent for fibre ready facilities and telecommunications infrastructure November 2017*

7. ATTACHMENTS

Nil.

8. DOCUMENT APPROVAL

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A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

[Click here to enter a date.](#)

General Manager Wentworth Shire Council

Date

Wentworth Shire Council**Council Policy No. PR001 (previously CP21)****DEVELOPMENT GUIDELINES – AGRICULTURAL BUFFERS****DOCUMENT SUMMARY**

This Official Council Policy deals with ensuring that appropriate buffers are provided to maintain best management practices by both the Shire and the horticulturalist.

1. STATEMENT OF POLICY INTENT

The intent of this policy is to provide development guidelines for agricultural buffers between horticultural land (Rural 1[a]) and Urban/Village Land (Village 2v).

2. POLICY SCOPE

This policy is applicable to Council, the Mayor, the General Manager and all staff and the Division of Health and Planning.

3. DEFINITIONS AND ABBREVIATIONS (used in this policy)

This table summarises the main definitions and abbreviations contained within this policy

The Act	Local Government Act 1993 (NSW)
Regulations	Local Government Act (General) Regulations 2005 (NSW)
GM	General Manager

4. BACKGROUND

Nil.

5. POLICY**5.1 Buffering Requirements are dependent on:-**

- The type of horticultural activity and the management practices of the horticultural property. Both the shire and horticulturalists have a duty of care - the Shire to ensure that an appropriate buffer is provided and the horticulturalist to ensure best management practices.
- The type/standard of the proposed urban development.
- Potential for spray drift. This Policy has been designed to address the minimal potential for spray drift in this Shire.

5.2 Agricultural Buffers have been identified at property boundaries when Urban (2v) and Future Urban (1d) abut with properties of rural 1(a) zoning. These zonings have been identified in the Wentworth Local Environmental Plan 1993.

A plan showing the buffer lines is set out in the attachment. In addition prevailing winds are to the north west, away from the Buronga/Gol Gol Growth Corridor.

As discussed with the Department of Agriculture it is not the intention to develop permanent buffers between lands of Future Urban zoning (1d). This reason is that residential land is a valuable commodity.

5.3 Buffer Types/Situations

Horticultural Land/Urban Land separated by a Road Reserve

In this situation the total width from the edge of plantings and a dwelling will be greater than 30 metres. The buffer distance is made up of the following components:-

- Distance of Planting from Road Reserve boundary 6-8m
- Road Reserve boundary width 20.0m

Policy Dated 28 June 2017

Approved and signed by Peter Kozlowski
General Manager of Wentworth Shire Council

Page 1 of 2

Wentworth Shire Council

Council Policy No. PR001 (previously CP21)

DEVELOPMENT GUIDELINES – AGRICULTURAL BUFFERS

- Setback distance, road reserve boundary to dwelling 8.0m
- Total Distance > 34.0 - 36.0m

In addition Street trees would assist with the buffer. This is an acceptable distance and is within current planning/building requirements.

5.4 Horticultural Land/Urban Land not separated by a Road Reserve

There are a number of alternatives to achieving an adequate buffer, these are:-

- Separate horticultural land and urban land by a Road Reserve
- Use of allotments larger than 800m².
- Use of a three row plantation, e.g. Casuarinas - staggered will provide almost complete block out from any spray drift problems. The plantation is required as a condition of the development and is bonded by the developer with the Shire to ensure that it is adequately developed and maintained. Long term maintenance of the plantation is the individual owner's responsibility.

Notes:

(i) The selection of an appropriate buffer control is dependent on the overall layout of the subdivision and the shape of the particular allotment or groups of allotments.

(ii) In using method (a) and (b) a clearance of 30 metres is achievable. Using method (c) a clearance of approximately 20 metres is achievable with a 800m² allotment.

(iii) The above standards provide adequate duty of care for all sectors of the community and are affordable by the development sector.

(iv) Horticulturalists are not disadvantaged with this policy.

(v) In the event of horticultural plantings parallel to the title boundary and inadequate clearance then the developer may need to compensate the horticultural or undertake a minor adjustment of the title boundary.

(vi) One row of Casuarinas has the capacity to block out 85% of normal spray drift.

Document Approval

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Wentworth Shire Council

Council Policy No. PR005 (previously CP76)

WATER – CONTROL AND FLOOD PRONE LAND

DOCUMENT SUMMARY

This Official Council Policy deals with controlling the ground disposal of effluent and sullage wastes from developments on river banks and floodplains within the Wentworth Shire Council Local Government Area.

1. STATEMENT OF POLICY INTENT

The intent of this policy is for Council to ensure that untreated sewage and sullage is not deposited into any river or natural watercourse and that treated effluent is discharged to ground disposal well clear of any river bank.

2. POLICY SCOPE

This policy is applicable to Wentworth Shire Council's water management operations.

3. DEFINITIONS AND ABBREVIATIONS (used in this policy)

N/A

4. BACKGROUND INFORMATION

Nil.

5. POLICY

It is the policy of this Council that:-

- 5.1 Where any development takes place on a river bank or in a flood plain and sewer is available to any part of the land, then disposal of all wastes to the sewer be required even if this requires pumping. The septic tank and/or pumping chamber is to be designed and installed to prevent the entry of floodwater and all switch gear and electrics being installed above flood level.
- 5.2 Where a sewer connection is not possible, a septic tank or small package treatment plant is to be installed to treat all effluent and sullage wastes. The invert of the outlet of the tank is to be a minimum of 100mm above the highest known flood level or the 1% calculated flood level whichever is applicable.
- 5.3 For developments within 60 metres of any river the septic tank absorption trenches or waste disposal area are to be located on the inland side of the dwelling or buildings and all treated effluent and sullage wastes are to be directed away from the river and clear of any natural depressions or water courses whereby wastes could be carried to the river.
- 5.4 Re-use of treated effluent will be considered provided the effluent is of an acceptable standard for the use proposed and the area or areas in which the treated effluent is to be re-used are well removed from the river.
- 5.5 All roofwater including the overflows from rainwater tanks is to be directed away from the river or watercourses and to a position which will not interfere with effluent or sullage disposal.
- 5.6 For developments within 60 metres of any river, measures are to be taken during any excavation, earthworks or construction procedures to prevent surface runoff into the river over disturbed surfaces or placed fill and any removal of native vegetation

Wentworth Shire Council

Council Policy No. PR005 (previously CP76)

WATER – CONTROL AND FLOOD PRONE LAND

or trees is only to take place after consultation with the Department of Infrastructure, Planning & Natural Resources and the Shire of Wentworth.

6. ATTACHMENTS

Nil.

Document Approval

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Wentworth Shire Council

Council Policy No. PR006 (previously 2017CP26)

FLOOD LIABLE LAND

DOCUMENT SUMMARY

This Official Council Policy deals with development on the floodplain.

1. STATEMENT OF POLICY INTENT

There are multiple aims within each section of this policy.

2. POLICY SCOPE

This Policy applies to:-

- minor structures, building and development (refer 5.1)
- minor structures on the floodplain (refer 5.2)
- earthworks landfill for structures on the floodplain (refer 5.3)
- ground disposal of effluent and sullage wastes on river banks and floodplains (refer 5.4)
- development on flood liable land designated as "low hazard" (refer 5.5)

3. DEFINITIONS AND ABBREVIATIONS (used in this policy)

N/A.

4. BACKGROUND INFORMATION

This original policy was created in circa 1994. On 15/02/2006 it was noted that the review of the policy would be held over until the adoption of a flood management study. As a flood management study has still not been completed, the policy has been transferred onto the current policy template and remains unchanged.

5. POLICY

It is the policy of this council that:

5.1 Minor Structures, Building and Developments

Aims and Objectives

- (a) To reduce delays to approving development applications for minor developments, buildings and structures on the floodplain.
- (b) To assist in setting down consistent criteria for assessing developments, building and structures on the floodplain.

Policy

- (a) The Council must not consent to a development application required for a development, building or structure on the floodplain unless it is satisfied that the proposed development, building or structure is not likely to:-
 - (i) impede the flow of flood water on the land or adjoining land;
 - (ii) imperil the safety of the persons on that land or on adjoining land in the event of inundation of those lands;
 - (iii) exacerbate the consequences of flood water on that land or adjoining land with regard to erosion, siltation and the destruction of vegetation;
 - (iv) have an adverse impact on the water table or the degree of salinity on that land or adjoining land; or
 - (v) cause a hazard to residents of the land and people assisting them in times of flood.
- (b) If having regard to the clause (a) above the General Manager considers that the proposed development, building or structure the subject of the development application

FLOOD LIABLE LAND

is a minor development, he is authorised to approve that application in relation to the development, building or structure being located on flood liable land on behalf of the Floodplain Development Committee.

5.2 Minor Structures on Floodplain

Aims and Objectives

(a) To speed up the processing of applications for erection of minor buildings on the floodplain, e.g. jetties, carports, pergolas, swimming pools, gazebos, garden sheds and similar structures.

(b) To comply with Clause 15 of Local Environmental Plan No.6 (referred to as L.E.P. No.6 hereafter).

Policy

(a) That small developments proposed on the floodplain be referred to the General Manager for determination of matters associated with the Floodplain.

(b) That in future planning schemes minor developments as above on the floodplain be not included in the L.E.P.

5.3 Earthworks Landfill for Structures on the Floodplain

Aim

To control the placement of structure support earth fill on the floodplain other than areas protected by a registered levee.

Objective

(a) To provide a standard by which placement of structure support earth fill may be developed on the floodplain.

(b) To provide a system to regulate the size, and extension of structure support earth fill on the floodplain before, during and after the structures construction.

(c) To establish a guideline for residential, commercial and industrial land development on the floodplain with due regard to flood scour damage, restrictions to the floodplain, effect on flood flow to other adjacent developed areas, and other socio-economic factors.

Policy

(a) Earthworks mound fill placement for purposes of structure support shall be located and distributed in the floodplain in such a manner that the mounds do not collectively inhibit to a significant extent the flow of flood waters.

(b) The earthworks mounds shall be constructed so as to withstand the anticipated peak flood water velocity expected for a 1% return frequency flood and that the design and installation of such earthworks mounds be certified by a practicing chartered professional structural or civil engineer.

(c) the earthworks mounds shall be so located that in the opinion of Council's Floodplain Management Committee, that for a properly constructed mound will not cause undue affect by way of erosion, siltation, increased water velocity elsewhere, or increased water level afflux for a 1% return frequency calculated flood.

(d) The top of the mound should be a minimum of 600mm above the 1% calculated flood level, so that the flood level of any structure constructed on the mound is not less than 750mm above a 1% calculated flood level.

Wentworth Shire Council

Council Policy No. PR006 (previously 2017CP26)

FLOOD LIABLE LAND

- (e) The area of the top surface of the earth mound should only be sufficient in size to allow the structure to be located thereon, together with a minimum of three metres and a maximum clear six metre distance around the walls of the structure.
- (f) That where more than one large structure is proposed that a flood study be required to be implemented in sufficient detail to reflect the effect of the development, and to consider factors such as the density of building and fill, nature of surrounding development, velocity and depth of flood waters.
- (g) That any flood study be provided by the applicant at their cost and to the satisfaction of Council's Floodplain Management Committee.

5.4 Ground Disposal of Effluent and Sullage Wastes on River Banks and Flood Plains

Aim:

- (a) To control the ground disposal of effluent and sullage wastes from developments on river banks and floodplains.
- (b) To ensure that untreated sewage and sullage is not deposited into the river or natural watercourse and that treated effluent is discharged to ground disposal well clear of any river bank.

Method:

- (a) Where any development takes place on a river bank or in a floodplain and sewer is available to any part of the land, then disposal of all wastes to the sewer be required even if this requires pumping. The septic tank and/or pumping chamber is to be designed and installed to prevent the entry of floodwater and all switch gear and electrics being installed above flood level.
- (b) Where a sewer connection is not possible, a septic tank or small package treatment plant is to be installed to treat all effluent and sullage wastes. The invert of the outlet of the tank is to be a minimum of 100mm above the highest known flood level or the 1% calculated flood level whichever is applicable.
- (c) For developments within 60 metres of any river the septic tank absorption trenches or waste disposal area are to be located on the inland side of the dwelling or buildings and all treated effluent and sullage wastes are to be directed away from the river and clear of any natural depressions or water courses whereby wastes could be carried to the river.
- (d) Re-use of treated effluent will be considered provided the effluent is of an acceptable standard for the use proposed and the area or areas in which the treated effluent is to be re-used are well removed from the river.
- (e) All roofwater including the overflows from rainwater tanks is to be directed away from the river or watercourses and to a position which will not interfere with effluent or sullage disposal.
- (f) For developments within 60 metres of any river, measures are to be taken during any excavation, earthworks or construction procedures to prevent surface runoff into the river over disturbed surfaces or placed fill and any removal of native vegetation or trees is only to take place after consultation with the Department of Infrastructure, Planning & Natural Resources of New South Wales and the Shire of Wentworth.

6. ATTACHMENTS

Nil.

Wentworth Shire Council

Council Policy No. PR006 (previously 2017CP26)

FLOOD LIABLE LAND

Document Approval

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9.9 DELEGATED AUTHORITY APPROVALS AS AT END OF APRIL 2022

File Number: RPT/22/314

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Kerrie Copley - Administration Officer

Objective: 1.0 Wentworth is a vibrant, growing and thriving Shire

Strategy: 1.1 Grow the potential for business and industry to develop and expand

Summary

For the month of April 2022, a total of nine (9) Development Applications and four (4) S4.55 Modification Applications were determined under delegated authority by the Director Health and Planning.

The estimated value of the determined developments was \$767,448.00. This brings the year to date total to thirty-six (36) Development Applications and twelve (12) S4.55 Applications approved, with an estimated development value of \$5,192,969.30

Recommendation

- a) That Council receives and notes the report for the month of April 2022.
- b) That Council publicly notifies, for the purposes of Schedule 1 Division 4 Section 20 (2) of the Environmental Planning and Assessment Act 1979, the applications as listed in the attachment on the Wentworth Shire Council website.
- c) That a division be called in accordance with S375A of the Local Government Act 1993 (NSW).

Detailed Report

Purpose

The purpose of this report is to provide Council with a list of Development Applications as tabled in the Attachment, determined under delegated authority by the Director Health and Planning for the month of April 2022, hence complying with the requirements under section 3.20 of the Office of Local Government Promoting Better Practice Program.

Conclusion

The total value of determinations was \$767,448.00 for the month of April 2022. The average determination time was 32 days.

Attachments

1. Delegate Authority Report April 2022 [↓](#)

DETERMINATION OF DEVELOPMENT APPLICATIONS FOR THE MONTH OF APRIL 2022

FILE NUMBER	OWNER	LOCATION	DESCRIPTION	VALUE (EX GST)	DETERMINATION DATE	ACTIVE DAYS
DA2022/020 PAN 195722	Robert & Patricia Baker	60B Darling View Road Lot 2 DP 1121029 Wentworth	Subdivision	0	11/04/2022	39
DA2022/016 PAN 187222	Ampol Australia Petroleum Pty Ltd	3-7 Hendy Road Lot 493, 494, 495, 541 & 542 Buronga	Demolition, excavation and removal of former petroleum fuel station & related infrastructure	\$400,000.00	05/04/2022	40
S4-55/2022/004 PAN 199617	Terence Belleville	62B Cudmore Road Lot 7 DP 740361 Wentworth	Modify DA2021/103 Mooring Site	0	11/04/2022	41
DA2022/024 PAN 195804	JM Stockman Investments Pty Ltd	Corbett Avenue Lot 3 DP 1260884 Buronga	Warehouse with office	\$181,335.00	7/04/2022	29
DA2022/025 PAN 201933	Colin & Fay Chapman	59 - 61 Wentworth Street Lot 62 DP 756994 Wentworth	Storage shed	\$75,172.00	7/04/2022	29
DA2022/026 PAN 203464	Water NSW	148 Cadell Street Lot 1 DP 1203396 Wentworth	Demolition & replacement of existing shed with new storage shed	\$40,000.00	11/04/2022	31
S4-55/2022/008 PAN 203266	Guiseppe Scopelliti	65 - 77 Hendy Road Lot 2 DP 1222570 Buronga	Modify DA2018/109 Amend commercial buildings location, design & materials	0	11/04/2022	33
DA2022/027 PAN 203643	Louanne & Nicholas Gebert	81 Pooncarie Road Lot 85 DP 756994 Wentworth	Storage shed	\$40,000.00	12/04/2022	26

DETERMINATION OF DEVELOPMENT APPLICATIONS FOR THE MONTH OF APRIL 2022

S4-55/2022/010 PAN 203133	Louanne & Nicholas Gebert	81 Poongarie Road Lot 85 DP 756994 Wentworth	Modify DA2017/003 Storage shed - Amend plans	0	12/04/2022	26
DA2022/028 PAN 198759	Rebecca & Nicholas Ferry	33 Golf Course Road Lot 4 DP 1230430 Dareton	Storage shed	\$27,941.00	12/04/2022	25
S4-55/2022/011 PAN 206807	Colin Lampard	3 Gol Gol North Road Lot 44 DP 1038712 Gol Gol	Modify DA2021/135 Storage shed - decrease storage shed dimensions	0	13/04/2022	21
DA2022/017 PAN 192562	Peter Freckleton C/- Sunraysia Motor Sport Club Inc Crown Land	Poongarie Road Lot 7304 DP 1182431 Poongarie	Off road rally race event	\$1,000.00	13/04/2022	48
DA2022/031 PAN 804706	Diana Thompson	6 Jane Street Lot 5 DP 804706 Wentworth	Carport	\$2,000.00	26/04/2022	30

9.10 FLOOD RISK MANAGEMENT COMMITTEE EXPRESSIONS OF INTEREST

File Number: RPT/22/320

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Matthew Carlin - Director Health and Planning

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.3 Prepare for natural disasters, biosecurity risks and climate change

Summary

At the March Ordinary meeting of Council it was resolved that the Expressions of Interest for the Flood Risk Management Committee be re-advertised for the purpose of seeking a statement from interested parties detailing skills, qualifications or experience that can be brought to the committee.

The Expression of Interest was re-advertised and two (2) submissions were received.

Recommendation

That Council select three (3) community members for representation on the Flood Risk Management Committee from all Expression of Interest submissions received since November 2021.

Detailed Report

Purpose

The purpose of this report is to update Council on the response received to the re-advertised Expression of Interest for the Flood Risk Management Committee.

Background

As per the resolution of Council at the Ordinary Council meeting in March, Council re-advertised the Expressions of Interest (EOI) for the Flood Risk Management Committee. The updated form sought a statement from interested parties detailing their skills, qualifications or experience they can bring to the committee. The second round of advertising ran from 30 March to 29 April 2022.

In addition to the re-advertising, Council wrote to the first-round applicants advising them of the Council resolution, encouraging them to submit updated expressions of interest.

After the second round of advertising closed, two (2) responses were received – see Attachment 1.

Matters under consideration

The Floodplain Development Manual 2005 does not explicitly provide details or numbers of membership on the committee. However, it does recommend that membership includes representatives from Council, including Councillors and staff, relevant state agencies and the community.

Following consultation with the Department of Planning, Industry and Environment, it has been suggested that the structure of committee be established as follows:

- Voting members comprise of 3 Councillors, 3 community representatives and 1 local SES representative
- Non-voting members comprise of Council staff and additional relevant state agency representatives.

Options

Based on the information contained in this report, the options available to address this matter are to:

Select three (3) community members for representation on the Flood Risk Management Committee based on submissions received from both rounds of advertising.

Legal, strategic, financial or policy implications

Land use planning and management under the Environmental Planning & Assessment Act is the responsibility of Council. That responsibility requires Council to identify and manage development on flood prone land.

The establishment of a Flood Risk Management Committee is an essential component of the process of the Flood Risk Management project which will guide, inform and facilitate appropriate amendments to the Wentworth Local Environmental Plan 2011 and local strategic planning decision making.

Conclusion

The recommendations in this report will facilitate the establishment of the Flood Risk Management Committee and continuance of the Flood Risk Management project.

Attachments

1. Response to Expressions of Interest March 2022 (Under Separate Cover) ➡
2. Response to Expressions of Interest November 2021 (Under Separate Cover) ➡

9.11 POLICY REVIEW - DEPARTMENT ROADS & ENGINEERING

File Number: RPT/22/304

Responsible Officer: Bernard Rigby - Manager Engineering Services

Responsible Division: Roads and Engineering

Reporting Officer: Samantha Wall - Projects Administration

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.2 Plan for and develop the right assets and infrastructure

Summary

After each general election of Councillors, the Local Government Act 1993 (the Act) requires Council to review all official policies of Council. There are currently 74 policies in place of which 8 are the responsibility of the Roads & Engineering Department.

For this Council meeting the department has reviewed three policies and are presenting them to Council for adopting.

Recommendation

That Council adopt the following revised policies:

- a) PR009 – Liquid Trade Waste Policy
- b) PR010 – Kerbing, Guttering and Footpaths Policy
- c) PR017 – Weed Inspection Policy

Detailed Report

Purpose

The purpose of this report is to update Council on the process of reviewing Council policies that has begun following the general election of all Councillors.

Background

After each general election of Councillors, the Act requires Council to review all official policies of Council. There are currently 74 policies in place of which 8 are the responsibility of the Roads & Engineering Department.

Report Detail

For this report staff within the Roads & Engineering Department have reviewed the following policies:

- a) PR009 – Liquid Trade Waste Policy
- b) PR010 – Kerbing, Guttering and Footpaths Policy
- c) PR017 – Weed Inspection Policy

As part of ongoing continuous improvement, a new template for both Council and Operational policies has been developed to ensure consistency and ease of use. As part of the review process all existing policies will be updated using the new policy template.

While reviewing the policies it has been determined that these policies are still a required policy of Council and that the current scope and intent of the policies are still relevant, therefore only minor formatting and administrative updates in order to reflect best practice

have been made to these policies. It is therefore recommended that these policies be adopted.

Conclusion

It is recommended that council approve and adopt the three policies presented.

Attachments

1. PR009 Liquid Trade Waste Policy [↓](#)
2. PR010 Kerbing, Guttering and Footpaths Policy [↓](#)
3. PR017 Weed Inspection Policy [↓](#)

Wentworth Shire Council

Word Document Reference: DOC/22/5416

Council Policy No: PR009**LIQUID TRADE WASTE POLICY**

POLICY OBJECTIVE

This official Council Policy deals with the way in which Council regulated sewerage and trade waste discharge.

1. POLICY STATEMENT

The intent of this policy is set out how Council will regulate sewerage and trade waste discharges to its sewerage system in accordance with the NSW Framework for Regulation of Sewerage and Trade Waste.

2. POLICY COVERAGE

This policy applies to all of Council's sewerage and trade waste discharge management systems.

3. STRATEGIC PLAN LINK

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets.

Strategy: 3.2 Plan for and develop the right assets and infrastructure.

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
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5. POLICY CONTENT

Sewerage systems are designed to cater for waste from domestic sources that are essentially of predictable strength and quality. Council may accept trade waste into its sewerage system as a service to businesses and industry. Liquid trade wastes exert much greater demands on sewerage systems than domestic sewage and, if uncontrolled, can pose serious problems to public health, worker safety, Council's sewerage system and the environment.

Impacts of poor liquid trade waste regulation include: grease, oil and solid material causes sewer chokes and blockages and the discharge of untreated sewage to the environment and strong waste may cause sewage odour problems and corrosion of sewer mains, pumping stations and sewage treatment works.

It is the policy of this Council to ensure: -

- 5.1 A person wishing to discharge liquid trade waste to the sewerage system must, under section 68 of the *Local Government Act 1993*, obtain prior approval from Council. Discharging liquid trade waste without an approval is an offence under section 626 of the Act. The procedure for approval is governed by Chapter 7 of the *Local Government Act* and is subject to the *Local Government (General) Regulation 2005*.
- 5.2 Under clause 28 of the *Local Government (General) Regulation*, a council must not grant an approval under section 68 of the Act to discharge trade waste into a sewer of the council unless the Director-General of the Department of Planning & Environment (DPIE) has concurred with the approval.

Wentworth Shire Council

Word Document Reference: DOC/22/5416

Council Policy No: PR009**LIQUID TRADE WASTE POLICY**

- 5.3 Under section 90 (2) of the Local Government Act, the Director-General, DPIE, may give the council notice that the concurrence may be assumed (with such qualifications or conditions as are specified in the notice).

6. RELATED DOCUMENTS & LEGISLATION

- Liquid Trade Waste Management Guidelines 2021
- NSW Government Act 1993 – Liquid Trade Waste.

7. ATTACHMENTS

Nil.

8. DOCUMENT APPROVAL

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

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A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

[Click here to enter a date.](#)**General Manager Wentworth Shire Council****Date**

Wentworth Shire Council

Word Document Reference: DOC/22/5419

Council Policy No: PR010**KERBING, GUTTERING AND FOOTPATHS POLICY****POLICY OBJECTIVE**

This Official Council Policy is to ensure a coordinated, collaborative and consistent approach to how Council collects ratepayer contributions toward the cost of capital improvements in the Wentworth Shire Council Local Government Area (LGA).

1. POLICY STATEMENT

The intent of this policy is to ensure that Wentworth Shire Council establishes systems which provide a framework for Council's collection of ratepayer contributions towards capital improvements.

2. POLICY COVERAGE

This policy applies to all requests from landowners for the construction of kerb, guttering and footpaths which are not part of Council's strategic direction.

3. STRATEGIC PLAN LINK

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets.

Strategy: 3.2 Plan for and develop the right assets and infrastructure.

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Council	Council of the Shire of Wentworth
Footpaths	Are defined as the work constructed for the specific purpose of conveying pedestrian traffic (whether or not it may also be used by bicycle traffic).
Kerb and Guttering	Is defined as the civil works necessary to contain and/or to convey stormwater runoff from the roadway to the stormwater system.
LGA	Local Government Area

5. POLICY CONTENT

It is the policy of this Council:

- i. To provide ratepayers with adequate notice of timing and cost for proposed "improvement works".
- ii. To comply with the Roads Act.
- iii. For Council to gain 50% of actual costs of "improvement works" on frontage and 25% of sideline costs.
- iv. To define "other work incidental thereto" as provided for in Section 217-219 of the Roads Act, 1993.
- v. That Council charge ratepayers for 50% of frontage and 25% of sideage of actual costs of all "improvement works" based on property title street frontage boundary length apportionment.

Wentworth Shire Council

Word Document Reference: DOC/22/5419

Council Policy No: PR010**KERBING, GUTTERING AND FOOTPATHS POLICY**

- vi. That kerb returns and footpath extensions past any property be costed and apportioned against each property benefitting from the improvement works.
- vii. That Council send construction proposal letters to all ratepayers affected by (1.) and (2.) as mentioned above.
- viii. That proposal letters be sent preferably 30 days prior to proposed commencement of improvement works.
- ix. A vehicular gutter crossing notice be sent to affected ratepayers at least 30 days prior to commencement of construction.
- x. All cost per metre pre-construction estimates to be used in compiling the construction notice are to be estimated actual cost including Council overheads.
- xi. That frontage benefit costing calculation sheet, be available for contributors inspection.
- xii. That pro forma preliminary notification to ratepayers be sent out within 30 days after Council adopts estimates for improvement works.
- xiii. Payment can be made in accordance with Council's deferred payment scheme as outlined in 2017CP19 Deferred Payment Arrangements.

6. RELATED DOCUMENTS & LEGISLATION**7. ATTACHMENTS**

Nil.

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Signed:

General Manager Wentworth Shire Council[Click here to enter a date.](#)**Date**

Wentworth Shire Council

Word Document Reference: DOC/22/5428

Council Policy No: PR017**WEEDS INSPECTION POLICY****POLICY OBJECTIVE**

This Official Council Policy deals with defining the standards for the planning and conduct of weed inspections within the Wentworth Shire Council (Council) area.

1. POLICY STATEMENT

The intent of this policy is to ensure that Council establishes systems which provide a consistent weed inspection consistent with the Regional Standards for Weed Inspection. It shall also define the standards for the planning and conduct of weed inspections within the Wentworth Shire local government area.

In 2018, Council endorsed the Rapid Response Plan for new incursions of high risk and other new weeds (Western Region) Plan. In line with this plan, Council is the Local Control Authority and is primarily responsible for the monitoring and inspection of all lands within their respective areas for weeds. These inspections are an essential tool in:

- (a) Enabling detection of new incursions of high-risk species, so that appropriate control and other management measures can be implemented at the earliest possible opportunity.
- (b) Monitoring if land managers are meeting their General Biosecurity Duty and other legal requirements under the *NSW Biosecurity ACT 2015* in relation to weeds.
- (c) Monitoring progress towards the achievement of goals and targets under the Western Regional Strategic Weed Management Plan 2017 – 2022.
- (d) Determining whether or not weed control programs are successful generally.

2. POLICY COVERAGE

This Policy is applicable to all land owners and land managers in the Wentworth Shire Council area including:

- Private landowners / occupiers
- Public authorities, including Council

3. STRATEGIC PLAN LINK

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets.

Strategy: 3.2 Plan for and develop the right assets and infrastructure.

4. DEFINITIONS AND ABBREVIATIONS

Act	<i>Local Government Act 1993 (NSW)</i>
Council	Council of the Shire of Wentworth
GM	General Manager
Rapid Response	Rapid Response Plan for new incursions of high risk and other new weeds (Western Region) Plan, Western Region. Weed Committee, September 2018
Regulations	Local Government Act (General) Regulations 2005 (NSW)

Wentworth Shire Council

Word Document Reference: DOC/22/5428

Council Policy No: PR017

WEEDS INSPECTION POLICY

5. POLICY CONTENT**APPOINTMENT OF WEED INSPECTION PERSONNEL**

- 5.1 Council shall ensure that there is at least 1.0 FTE qualified weed inspector appointed to conduct weed inspections within its area.
- 5.2 Council shall ensure that all such weed inspectors are appointed as Authorised Officers under section 372 of the *NSW Biosecurity Act 2015*.
- 5.3 In the event a weed inspector position becomes vacant, Council shall make every effort to ensure the position is filled as soon as possible.

INSPECTION FREQUENCY AND TARGETS

- 5.4 Council aims to ensure that all lands within its area are inspected for weeds on a regular basis. Its weed inspector shall develop and implement an annual program of weed inspections to achieve this end. Changes in seasonal conditions, land use and other local factors mean that this inspection program needs to be flexible and will have to be regularly changed as circumstances require.
- 5.5 The following standards for inspection frequency and targets take into account this need for flexibility.

(a) Frequency

Council has determined that the following minimum frequency of weed inspections shall apply to the following categories of land within its area:

- **Eradication and destruction sites** (sites where eradication/destruction for a High-Risk Species (as defined in the Western regional "Rapid Response Plan for High Risk and New Weed Incursions in the Western region") has been/is being carried out.

These sites are to be inspected monthly of control measures being implemented, follow up inspections to be carried out at least monthly (depending on seasonal conditions) in the first year, at least annually until at least 10 years has lapsed since a high risk weed was last recorded at the site.

High risk pathways and sites (roads, watercourses, railways, other infrastructure pathways and any specific site identified in the "High Risk Pathways & Sites Management Plan for the Western Region" classified as being "high" or "medium" risk for the introduction of high risk and new weed species)

These sites are to be inspected as a minimum of twice per year within a ten-year cycle.

- **Other priority sites** (sites that, due to their economic, environmental or cultural value(s), are considered by Council to be of high priority for protection from the negative impacts of weeds).

To be inspected twice per year within a ten-year cycle.

Wentworth Shire Council

Word Document Reference: DOC/22/5428

Council Policy No: PR017**WEEDS INSPECTION POLICY**

- **Properties** (all other private and public lands not covered by the previous categories of land) to be inspected as required.

(b) Targets

The annual targets for inspections on High Risk Pathways and Sites and Properties shall be those specified in Council's annual funding agreement for the Western Weeds Action Program 2015 - 2020.

This target will vary from year to year, depending on the success of current control programs and the number of new incursions of High-Risk weeds.

DETECTION OF HIGH RISK AND NEW WEED SPECIES

- 5.6 In the event a high risk (as defined in the Western regional "Rapid Response Plan for High Risk and New Weed Incursions in the Western Region") and/or new weed species to Council is detected during an inspection, the "Rapid Response Plan for High Risk and New Weed Incursions in the Western Region" shall be implemented immediately.

RECORDING OF INSPECTION RESULTS AND DATA MANAGEMENT

- 5.7 Data shall be collected and records kept of all weed inspections carried out by weed inspectors in accordance with the NSW Weeds Metadata Standard.
- 5.8 Council shall submit the above inspection records to NSW DPI for uploading into the Biosecurity Information System (BIS) on at least a monthly basis.
- 5.9 Records of weed inspections will be kept securely in a format and place that is only accessible to the weed's inspector and other LCA personnel who are authorised to access the records.
- 5.10 Inspection records relating to an individual property/parcel of land will be made available on the request to the land owner/manager concerned, NSW DPI or Western LLS. Summaries of inspection records will be made available on request to the Western Regional Weed Committee, NSW DPI or Western LLS.

6. RELATED DOCUMENTS & LEGISLATIONLegislation

- Local Government Act 1993 (NSW)
- Local Government (General) Regulation 2021

Other Plans

- Rapid Response Plan (Western Region) Weed Committee.
- NSW Invasive Species Plan 2018-2021
- Western Regional Strategic Weed Management Plan 2017-2022
- Western Weeds Action Program 2020-2025

7. ATTACHMENTS

Nil.

Wentworth Shire Council

Word Document Reference: DOC/22/5428

Council Policy No: PR017

WEEDS INSPECTION POLICY

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Signed:

[Click here to enter a date.](#)

General Manager Wentworth Shire Council

Date

DRAFT

9.12 PROJECT & WORKS REPORT UPDATE - MAY 2022

File Number: RPT/22/303

Responsible Officer: Bernard Rigby - Manager Engineering Services

Responsible Division: Roads and Engineering

Reporting Officer: Samantha Wall - Projects Administration

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.2 Plan for and develop the right assets and infrastructure

Summary

This report provides a summary of the projects and major works undertaken by the Roads and Engineering Department which have been completed during the month of April 2022 and the planned activities for May 2022.

Recommendation

That Council notes the major works undertaken in April and the scheduled works for the following months.

Detailed Report

Refer below for updates of the works completed in April and the planned activities scheduled for May 2022.

Projects and Works Update for April 2022

Roads

- As part of the capital works renewal program, works commenced on 32 local, rural and regional roads throughout the Shire for the second coat of line marking applied to complete upgrade works. These works are scheduled to be completed in early May.
- A Review of Environmental Factors assessment is currently being undertaken for Old Wentworth, Log Bridge and Bridge Roads. Works will commence on these sections of road once the relevant approvals from the Review of Environmental Factors have been received.
- New line marking on Renmark Road, Arumpo Road and Pooncarie Road

Pooncarie – Menindee Road Reconstruction

- Tenders for Hire of specialised Plant & Equipment – Council is currently awarding to various contractors and confirming start dates.
- Site establishment & water access point construction delayed, awaiting Department approval of Review of Environmental Factors and Aboriginal Heritage Impact Permit.

Maintenance Grading

- Planned maintenance grading was undertaken on the following roads throughout April; Petro Mail Road, Arumpo Road and Top Hut Road.

Road Safety Officer Projects

School Infrastructure Project

- Palinyewah Public School bike path completed
- Construction of new footpath on Pitman Ave completed

Projects Dareton Travellers Rest

- Acrylic panel protectors were installed on all images however some damage has been identified on a small number of images. One panel was replaced with a new product prior to ANZAC day, with the others to be replaced by the end of May.

Gol Gol Heights Culvert Headwalls

- Contractor has delayed start due to staff Covid isolation
- Start scheduled for May

Gol Gol East Raw Water System

- Hydraulic analysis and design works continue via Public Works
- Procurement of a liner for “fire tank” is being investigated to enable tank to be reconnected back into reticulation system

Integrated Water Cycle Management Strategy

- Information still being gathered by WSC and continues to be forwarded onto Public Works

James King Park beach retaining wall & footpath to highway

- Preparing concept designs
- Preparing draft procurement documents

Junction Island Bridge

- Teleo Shop drawings completed and fabrication of bridge span commenced.
- Draft ramp and abutment designs received from Tonkin Consulting for review.
- Draft procurement documents prepared for demolition, ramps and abutments.

Junction Island Footpath

- Quotes for Environmental review received and works awarded.
- Concept design for boardwalk sections commenced.
- Draft procurement documents

Pink Lake

- Council have undertaken soil testing through the northern township and Pink Lake area to aid in further developing the design report. The tests will determine the soil permeability, aiding in the sizing of proposed stormwater mains and basins.

Sewerage Rationalisation Scheme – Wentworth

- Cleaning of the Wentworth West sewer plant continued to end of month, with specialist contractors required.
- Council staff continue to monitor the SCADA system for any issues with programming and interlocks between pump stations

Wentworth Astronomy Park

- Cultural engagement is in progress. Indigenous astronomy stories and elements are currently being drafted/developed.
- Final concept to be presented to stakeholders by end of May.
- It has been confirmed that the Astronomy Park will be incorporated into the Sturts Steps. Signage style guides have been received and the information for the signs will be worked on when the park nears completion.
- Engagement with Destination Marketing Store has begun to develop a

sustainable tourism plan for the park.

Wentworth EDS

- Council received the pontoon design plan late April for review.

Wentworth Showgrounds Sewer Upgrade – new completion July 2022

- Pump station drawings have been signed off and is scheduled for production.
- The grease trap for the pavilion has been ordered.
- Pump station switchboard drawings are at final approval stage.
- Recent rain has caused subsidence. Contractor has made good all unstable ground. One sewer manhole may need to be re-installed, Council are working with the contractor to find a solution for this.

Wentworth Showgrounds - Female Jockey Change Rooms

- Council went out for a second round for Request for Quotation for building plans. No quotes were received in the first round.

Wentworth Showgrounds Tower & Shade Structures

- Tower footing has been completed and is ready for construction of the tower

Showgrounds Community Pavilion – External Veranda Flashing

- Contractor engaged to complete remainder of flashing to C-Sections on the underside of the veranda.

Wentworth Pool Tiling

- Works have commenced and contractors have begun removing existing pool tiles.
- Removal of existing tiles on the dive blocks has found the concrete platform has deteriorated and isn't suitable for re-tiling. A variation to the original Request for Quotation is required to ensure longevity of new tiling works.

Wentworth Rowing Club Extension

- Currently out to tender – closing 20 May 2022

Projects and Works scheduled for May 2022

Roads

- Construction works on 8.5 km of Old Wentworth Road commenced in March. Works will include drainage culverts, road widening, lifting of pavement, bitumen sealing and installation of new line marking. Works are to be completed end of May.
- Final preparation & sealing of a 1.8km section of Fletchers Lake Road
- Bridge Road – sealing works to be completed early May 2022.
- Continuation of Little Manly Road – Straightening and re-alignment of pavement past end of seal for 400 metres.
- George Gordon Oval road and carpark to be sealed

Pooncarie – Menindee Road Reconstruction

- Anticipated commencement on site is early to mid-May subject to Department approval of Review of Environmental Factors and Aboriginal Heritage Impact Permit.

Maintenance Grading

- Planned maintenance grading will be undertaken on the following roads throughout May; Arumpo Road, Wamberra Road and Gol Gol Road

Road Safety Officer

School Infrastructure Project

- Tree Trimming for obstructions of signs Darling Street Wentworth scheduled for May

Projects

Helping Learner Drivers become safer drivers

- 2 Workshops: 30 April and 13 May

National Road Safety Week 15-22 May

- Selfies of Councillors and Local Advocates
- Yellow ribbons on staff and Councillors
- Yellow ribbon stickers on council vehicles
- Flags on Bridges

Free Cuppa Campaign

- 17 businesses in WSC currently offering free cuppas for the driver for visitors whom have travelled more than 100km from home.
- Campaign finishes 31 May.

Heavy Vehicle Road Safety Forum

- Joint road safety stand at Mildura Field Days with Mildura Community Roadsafes
- Change of approach due to covid restrictions in November and late harvest throughout March.
- Major display and demonstration next to entry gate.

Projects

Buronga Landfill Machinery Shed

- Shed contractor has delayed start date to erect structure citing Covid delays to projects and staffing shortages. Council awaiting confirmation but advised works may not commence until early June 2022.
- Construction delay will impact associated works required after shed is constructed. These delays won't allow for works to be completed by 30th June requiring funds to be carried to next financial year for completion.

Dareton Sewer Pump Station 2 refurbishment

- Designs for switchboard replacement have now been approved, and are with Aquatec for construction
- Other outstanding issues on site being investigated to understand full project scope and costs

Dareton Travellers Rest

- Remaining panels to be replaced.

Gol Gol Heights Culvert Headwalls

- Installation scheduled to commence during May

Gol Gol Cemetery Shed

- Construction scheduled to commence in May

Gol Gol East Raw Water System

- Meeting onsite with Dyna pumps consultant and Amiad water system engineers, for concept planning of existing pump upgrades.
- Consultation with public works to gather information on hydraulic assessment of system
- Liner for "fire tank" is being discussed for options, with tank manufacturers and liner installers to enable tank to be reconnected back into reticulation system. System still waiting on quotes from companies due to complexity of the issues.

Integrated Water Cycle Management Strategy (IWMS)

- WSC continuing to meet with public works and DPI Water representatives in relation to finalisation of issues paper
- WSC staff are still required to undertake gap analysis measure for collecting data, this will require shut down of pump stations or plants to gather details, coordination of these shutdown has been very difficult due to insufficient WSC staffing levels.
- Public works staff to travel and undertake further on site work with WSC during May to gather outstanding information required prior to finalization of issues paper and strategy in general

James King Park beach retaining wall & footpath to highway

- Finalising concept designs
- Proceeding with procurement

Junction Island Bridge

- Finalising draft designs for ramps and abutments
- Proceeding with procurement for demolition, ramps and abutments

Junction Island Footpath

- Review of Environmental Factors process is continuing

Wentworth Astronomy Park

- Present final concept to user groups for feedback.
- Detailed design of concept to be finalised by OuterSpace Landscape Architects.
- Meeting with Destination Marketing on Thursday 26 May to contribute to developing a Destination Management Plan (DMP) to support the delivery of new Aboriginal cultural experiences. This is a collaboration between Balranald Shire, Broken Hill City, Central Darling Shire and Wentworth Shire Councils that feeds into the DMP for Destination Country and Outback NSW. This will improve sustainability of the astronomy park.
- Drafting of Aboriginal astronomy stories and further consultation with specialist scholarly contacts.

Wentworth Long Day Care Centre

- Delays in obtaining sub contractors encountered.
- Work has progressed with gutter & fascia. Roofing & brick work to follow.

Wentworth EDS

- Council aims to provide the User Group members information on the current pad and pontoon arrangement, with the intention of the updating the users on the current status of the project and receiving feedback where appropriate.

Wentworth Pool Tiling

- Pool tiling scheduled for 80% completion and invoiced by 30th June 2022.
- Remainder of works to be completed by 1st August

Wentworth Showgrounds Tower & Shade Structure

- Tower installation confirmed to commence 24th May

Wentworth Showgrounds Community Pavilion – External Veranda Flashing

- Completion date 30th June 2022
- Concrete concourse under veranda will be pressure washed to remove bird faeces at the completion of flashing works.

Sewerage Rationalisation Scheme – Wentworth

- Flow meter SPS 1 pit to be installed
- Cleaning of west sewer plant continues, with specialist contractors required for certain elements,
- Installation of charcoal filters on air valves identified along Pooncarie Road due to resident complaints
- Reinstatement of road pavement at Francis Street Wentworth from sewer rising main works
- WSC requesting 'As Constructed' drawings and documentation for project

Wentworth Showgrounds Sewer Upgrade

- Pump station and switchboard builds in production.

Pink Lake

- Once the soil testing results have been summarized early May, the information will be forwarded to the stormwater consultant to further develop the design report.
- Final stormwater report expected late May.

Attachments

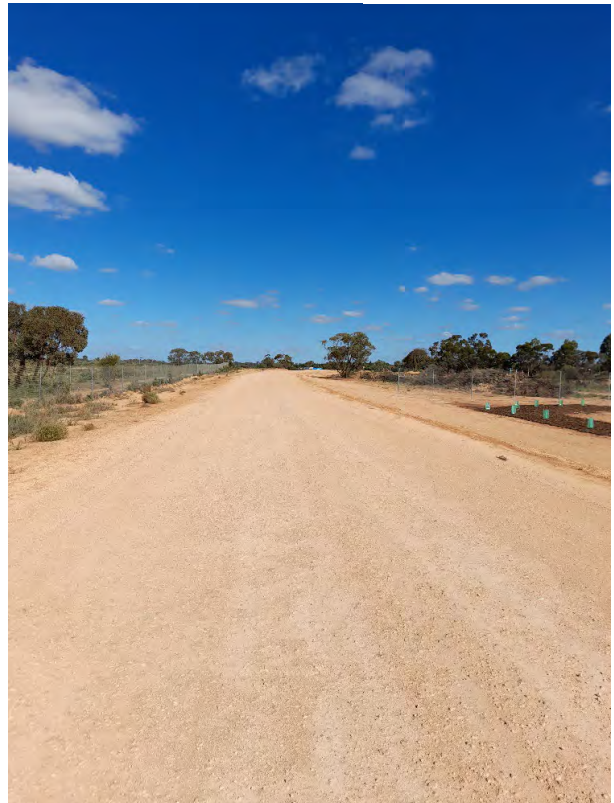
1. Project & Works Report photos [↓](#)

Projects and Works – project photos

Bridge Road



Native Ridge Lane



Fletchers Lake Road



Projects and Works – project photos

Wentworth Showgrounds Tower & Shade Structure



Slab works for the shade structure at the Wentworth Showgrounds

School Zone Infrastructure Program



Completed crossing with grant funding acknowledgement sign near
Wentworth Public School

Wentworth Sewer Project

Projects and Works – project photos



Gol Gol East – Fire Tank



Projects and Works – project photos
Dareton Sewer Pump Station 2 Refurbishment



10 NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION

Despite the right of members of the public to attend meetings of a council, the council may choose to close to the public, parts of the meeting that involve the discussion or receipt of certain matters as prescribed under section 10A(2) of the Local Government Act.

With the exception of matters concerning particular individuals (other than councillors) (10A(2)(a)), matters involving the personal hardship of a resident or ratepayer (10A(2)(b)) or matters that would disclose a trade secret (10A(2)(d)(iii)), council must be satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

The Act requires council to close the meeting for only so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security being protected. (section 10B(1)(a))

Section 10A(4) of the Act provides that a 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.

Section 10B(4) of the Act stipulates that 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.

Recommendation

That Council adjourns into Closed Session, the recording of the meeting be suspended, and members of the press and public be excluded from the Closed Session, and that access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution.

This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:-

12.1 Pooncarie Aerodrome - Design, Supply & Installation of the Aerodrome Lighting - PT2122/15. (RPT/22/305)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12.2 Pooncarie - Menindee Road Reconstruction - Plant Hire Tenders. (RPT/22/317)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for

business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12 OPEN COUNCIL - REPORT FROM CLOSED COUNCIL

12.1 POONCARIE AERODROME - DESIGN, SUPPLY & INSTALLATION OF THE AERODROME LIGHTING - PT2122/15

File Number: RPT/22/305

Responsible Officer: Bernard Rigby - Manager Engineering Services

Responsible Division: Roads and Engineering

Reporting Officer: Samantha Wall - Projects Administration

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.2 Plan for and develop the right assets and infrastructure

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12.2 POONCARIE - MENINDEE ROAD RECONSTRUCTION - PLANT HIRE TENDERS

File Number: RPT/22/317

Responsible Officer: Bernard Rigby - Manager Engineering Services

Responsible Division: Roads and Engineering

Reporting Officer: Allan Eastmond - Manager Works

Samantha Wall - Projects Administration

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.2 Plan for and develop the right assets and infrastructure

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

13 CONCLUSION OF THE MEETING

NEXT MEETING

29 June 2022